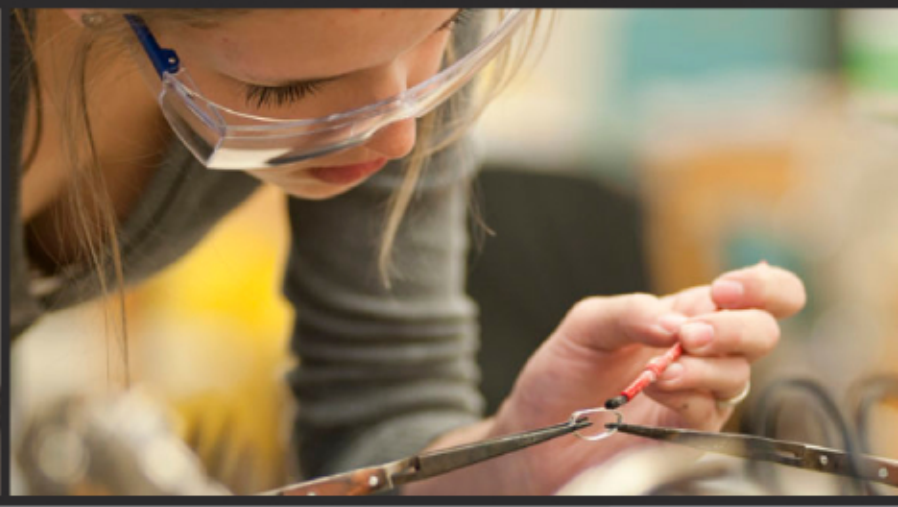
CATALOG

2012-13 | ppcc.edu



PIKES PEAK
COMMUNITY COLLEGE

PIKES PEAK COMMUNITY COLLEGE

Thanks for your interest in Pikes Peak Community College.

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

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

LOCATIONS

Centennial Campus

5675 South Academy Boulevard
Colorado Springs, CO 80906

Downtown Studio Campus

100 West Pikes Peak Avenue
Colorado Springs, CO 80903

Rampart Range Campus

11195 Highway 83
Colorado Springs, CO 80921

Falcon Campus

11990 Swingline Road
Falcon, CO 80831

Other Colorado Sites

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

719-502-2000 or 800-456-6847
719-502-3333 TTY [for hearing impaired]
www.ppcc.edu

Message from the President

Welcome PPCC Students,

On behalf of Pikes Peak Community College (PPCC), welcome! We are excited you are choosing PPCC, a college where student success – your success – is our number one priority. After all, our college's vision is "Students succeed at PPCC." And, I have to say; we take that vision statement very seriously.

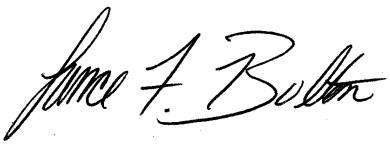
In today's ever changing and fast paced world, we recognize there is no typical college experience, which in turn means college success is different for each student. For some, college success may be exploring various classes in the hopes of embarking on a new career, while for others college success may be getting a jump-start on college courses while still in high school. And still for others, college success means landing the lead in a theatre production or showing a painting in the student art show. Regardless of your educational path, the faculty and staff at PPCC will work by your side and ensure you reach your goals.

We can help you do that by offering a great deal of resources and tools. When taken advantage of, PPCC's resources can lead to a more successful student experience. We offer day care for parents of young children, Math and English labs for students who want help excelling in their classes, mentoring programs for students seeking leadership opportunities, career and course advising and many financial aid resources. New this year, PPCC is also offering block-scheduling, courses similar to learning communities, which lead to higher graduation rates.

We hope you not only take advantage of the above resources, but also use the Catalog as your personal guidebook. It is the road map for your academic path. Please take the time to read the Catalog, mark it up, dog-ear pages, or if you are using it online, mark pages as favorites.

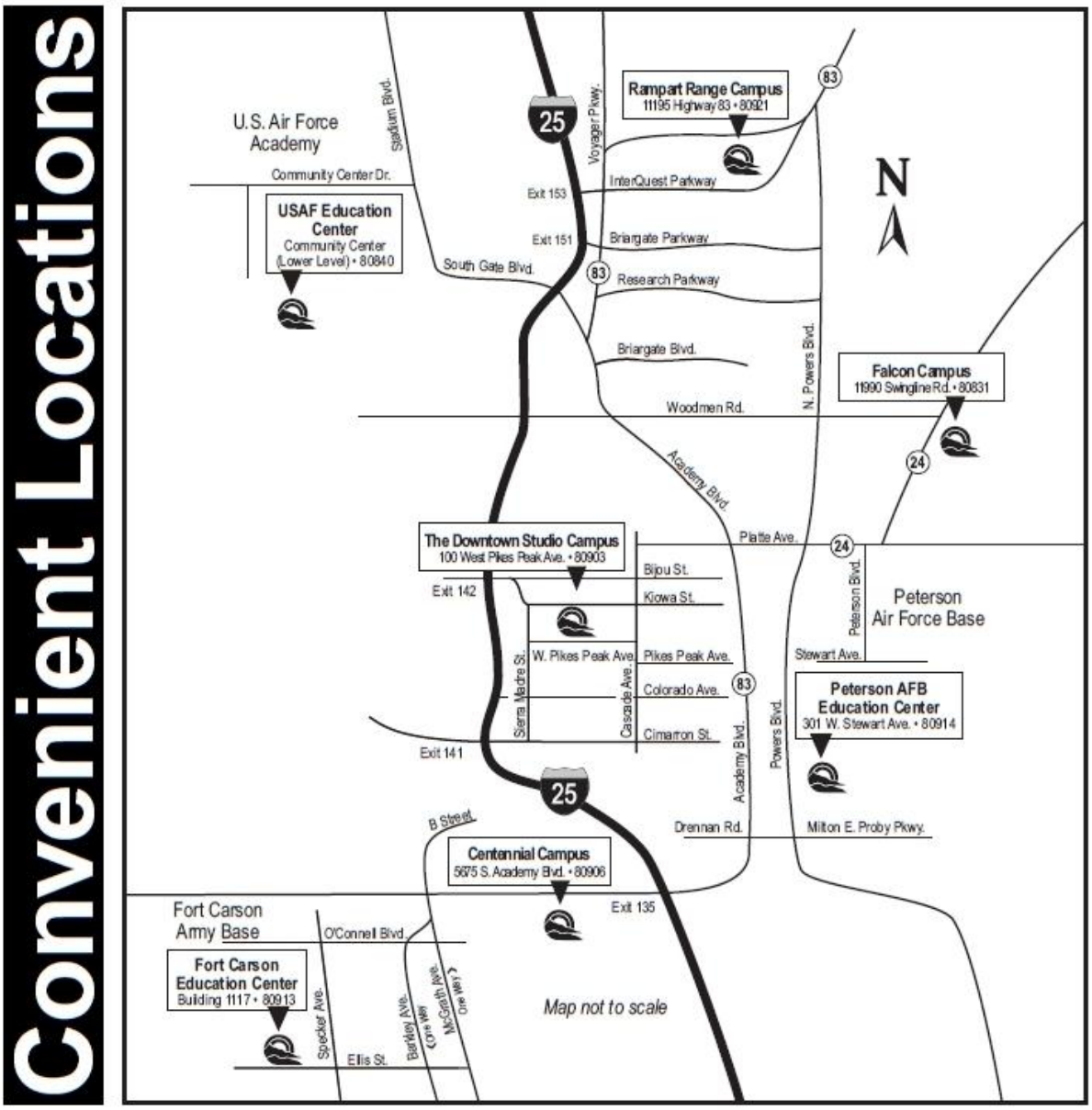
Remember, your success is our number one priority. Take advantage of all we have to offer and let us know how we can continue to make this an even better experience. Best of luck for a great semester!

Sincerely,



Lance Bolton, Ph.D.

Campus Maps



Pikes Peak Community College has four full-service campuses to serve the north, central, south and east areas of the city. Each offers a full array of academic programs, and enrollment and student services. Rampart Range Campus houses health profession educational programs. The Downtown Studio Campus is a center for the fine arts and dance. Centennial Campus offers all academic disciplines as well as the occupational and technical programs. Falcon, the newest campus, offers complete Associate of Arts and AA Business Transfer degrees onsite, general education courses, career training and courses for personal enrichment. PPCC also has branch locations at three military education centers.

PIKES PEAK COMMUNITY COLLEGE

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

IT'S YOUR LIFE.
MAKE IT COUNT.

About this Catalog

Accreditation

The College is accredited by The Higher Learning Commission and is a member of the North Central Association, 230 South LaSalle Street, Suite 7-500, Chicago, IL 60604-1411, (312) 263-0456.

Changes

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

Gainful Employment

Beginning July 1, 2011, the U.S. Department of Education will require colleges to disclose a variety of information for any financial aid eligible program that "prepares students for gainful employment in a recognized occupation." What does this mean for you? Essentially that information regarding questions you may have about occupations, completion rates, placement rates, program costs and median loan debt may be found at ppcc.edu/ge.

Nondiscrimination Statement

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

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ALL ABOUT PPCC

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History of the College

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

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

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

Currently, Pikes Peak Community College helps over 20,000 people each year begin their education, advance their careers, and enrich their lives.

Vision Statement

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

Mission Statement

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

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

Required Disclosures

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

- the Security Report on page 26
- the consequences of drug and alcohol violations on page 23
- the manner in which the College calculates refunds and repayments as it is stated in this catalog on page 13 and as stated in the Financial Aid Handbook available in the Enrollment Services Centers or online at www.ppcc.edu.
- the graduation rates for the College are available by request through the Institutional Research Office at 719-502-2023.

Transfer Programs

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

Career and Technical Education Programs

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

Locations and Facilities

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

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

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

Come See Us

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

Use of College Facilities

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

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

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

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

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

DOWNTOWN STUDIO CAMPUS
100 West Pikes Peak Avenue
Colorado Springs, CO 80903

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

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

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

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

RAMPART RANGE CAMPUS
11195 Highway 83
Colorado Springs, CO 80921

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

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

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

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

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

FALCON CAMPUS
11990 Swingline Road
Falcon, CO 80831

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

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

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

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

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

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

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

U.S. Air Force Academy
Education Services Center
Community Center Library
5136 Red Tail Drive
USAFA, CO 80840
719-502-4300

College Calendar

The Academic Calendar can be found at www.ppcc.edu/calendar/academic-dates/list/.

GETTING STARTED

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

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

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

Class Schedule

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

To provide more flexibility, we offer some classes for 5-week, 7 ½ week, or other scheduling options. Open-entry/open-exit sections allow students to enter and complete the course at their own pace. Distance learning (Internet or interactive television) sections offer flexible scheduling options for students.

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

New Students

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

The next step is to complete an application for admission. Potential students are encouraged to apply online at www.ppcc.edu. Students should apply early to get the best possible start in college.

Readmit Students

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

Transfer Students to PPCC

To transfer credits from another college, students must request that an official transcript be sent for evaluation to the Enrollment Services Centers at PPCC from their prior institution. Request forms are available from the Enrollment Services Centers. (See Academic Standards on page 15)

International (F1) or Vocational (M1) Students

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

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

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

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

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

Summer Semester – April 15

Fall Semester – July 15

Spring Semester – December 1

Placement Testing

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

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

- Are non-degree seeking undergraduates (unless recent high school graduates referenced above) until they become degree-seeking.

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

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

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

Accommodations are available for students with documented disabilities.

The Ability to Benefit test (ACCUPLACER) is for individuals who have neither a High School Diploma nor their High School Equivalency Diploma and are requesting Financial Aid. These ACCUPLACER scores must be evaluated by the Testing Center. If an individual does not pass all three sections, the complete test must be retaken. It is not an option to test individual sections.

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

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

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

Community Colleges of Colorado

Basic Skills Assessment Matrix Reading, English, & Mathematics Courses

Please note that the remedial math classes have been restructured. MAT 045 should be taken in place of MAT 030 and MAT 060. MAT 030, MAT 060, and MAT 090 will continue to be offered. Please see your advisor for more information.

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

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

English Courses	**ACCUPLACER SENTENCE SKILLS**	**REQUIRED COURSES**
	0 – 24	Refer to literacy or adult basic ed program
	25 – 49	ENG 030 Basic Writing Skills
	50 – 69	ENG 060 Writing Fundamentals
	70 – 94	ENG 090 Basic Composition
	95 – 120	ENG 121 English Composition I: CO1
		ENG 131 Technical Writing I

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

Math Courses	**ACCUPLACER MATH TESTS**	**ACT SCORE**	**REQUIRED COURSE**
	0 – 23		Refer to literacy or adult basic ed program
	24 – 56 (AR)		MAT 030 Fundamentals of Math or MAT 045 Pre-Algebra with Basic Mathematics
	57 – Above (AR)		MAT 045 Pre-Algebra with Basic Mathematics or MAT 060 Pre-Algebra
	45 – 60 (EA)If EA <45 use AR		MAT 090 Introductory Algebra
	61 – 84 (EA)		MAT 099 Intermediate Algebra
	85 – 120 (EA)	19	MAT 120 Math for Liberal Arts
	85 – 120 (EA)	23	MAT 121 College Algebra
	85 – 120 (EA)	23	MAT 123 Finite Math
	85 – 120 (EA)	21	MAT 135 Intro to Statistics
	85 – 120 (EA)	19	MAT 155 Integrated Math I
	85 – 120 (EA)	19	MAT 156 Integrated Math II

SAT SCORE OF 460 PLACES INTO A COLLEGE-LEVEL MATH COURSE KEY TO MATH TESTS: AR = Arithmetic EA = Elementary Algebra

Career Planning and Advising Centers

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

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

Registration

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

TUITION AND FEES

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Drop for Non-Payment

Beginning August 1, 2011, Pikes Peak Community College is changing the way students pay for their classes.

If you have not been awarded Financial Aid, actually paid for your classes, or made payment arrangements (including VA and TA Benefits, other third party sponsor, & FACTS Deferred Payment Plan) with the Cashier's Office at any campus, YOU WILL BE DROPPED FROM ALL OF YOUR CLASSES.

To ensure your seat in classes you have registered for, it is important to make payment arrangements for your tuition as soon as you register. This can be accomplished by applying early for Financial Aid if you intend to do so, or by making payment arrangements using a deferred payment plan with the cashier's office.

Tuition

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

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

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

College Opportunity Fund (COF)

The State of Colorado historically subsidized higher education for in-state students by giving money directly to the colleges. In 2004 the Colorado Legislature enacted a new law establishing the College Opportunity Fund ("COF"). Under this new law, the State gives this money for the subsidy to students by sending it to the institution the student designates. This money, known as the College Opportunity Fund stipend, will be applied to an in-state student's tuition if the student applies for and authorizes the use of the stipend. The college you are attending will receive the money and it will appear as a credit on your tuition bill. Currently the College Opportunity Fund (COF) stipend is estimated to be worth $62 per credit hour.

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

Estimated Per Credit Hour Base Tuition Calculation

Total estimated base in-state tuition	$167.85
Minus estimated "College Opportunity Fund Stipend"	$62.00
Student's estimated share of in-state tuition	$105.85

Tuition and Fees (2011-12)*

Tuition for in-state and out-of-state.
The in-state tuition rate for 2011-2012 is $105.85 per credit hour after COF (see above). The out-of-state tuition rate for 2011-2012 is $434.30 per credit hour. There are some courses that have higher tuition rates. Please refer to the tuition and fee chart at www.ppcc.edu/prospective-students/tuition-fees/ for more information.

Student fees.
The student fee rates for 2011-2012 is $8.35 per credit hour plus a $11.65 registration fee.

Course fees.
Some courses have extra fees ranging from $4.00 per credit hour to $400.00 per course. Refer to www.ppcc.edu/prospective-students/tuition-fees/ for a detailed list.

**Tuition and fees are set by the State Legislature and Governing Board late in the fiscal year and potential increases for the 2012-2013 year are unknown at the time of this printing. Tuition and fee rates for off-campus locations may vary according to operational costs.*

Student Activity Fees

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

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

Life Office in room A-210 or Student Government in room A-204 at the Centennial Campus.

The parking fee is used to provide and maintain parking areas. A free hang tag for the Downtown Studio Campus parking garage is available for vehicles at the Public Safety Office.

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

Residency Classification Appeals

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

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

The general requirements for Colorado residency are as follows:

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

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

Proof of Lawful Presence

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

Refunds/Adjustments

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

Books

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

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

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

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

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

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

Financial Aid

There are numerous financial resources available for students who attend Pikes Peak Community College. Students should start the process by applying online for the Free Application for Federal Student Aid (FAFSA). The application will explain which tax return and income information students need for reference and federal tax returns may also be downloaded automatically if the student has filed an electronic tax return two weeks prior to doing the FAFSA. This application is available on the Internet at www.FAFSA.gov. If signed electronically, this process takes less than a week for the school to receive. Students are encouraged to apply as soon as possible. Applications for the next academic year (beginning in late August) were available January 2. To avoid delays, please complete the FAFSA and do so as soon as a decision is made to apply for admission to the College.

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

Students without a high school diploma or GED must prove Ability to Benefit (ATB) before they are eligible to receive financial aid. ATB can be met by taking and earning a passing score on the ATB test. Please contact the Testing Center to schedule your test. If the student has taken college credit and can provide a transcript, the Director of Financial Aid may waive the ATB requirement based on the classes completed and the grade earned.

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

American Opportunity Credit

Under the American Recovery and Reinvestment Act (ARRA), more parents and students qualify for a tax credit, the American opportunity credit, to pay for college expenses.

The American opportunity credit originally modified the existing Hope credit for tax years 2009 and 2010, and was later extended for an additional two years – 2011 and 2012, making the benefit available to a broader range of taxpayers, including many with higher incomes and those who owe no tax. It also adds required course materials to the list of qualifying expenses and allows the

credit to be claimed for four post-secondary education years instead of two. Many of those eligible qualify for the maximum annual credit of $2,500 per student.

The full credit is available to individuals whose modified adjusted gross income is $80,000 or less, or $160,000 or less for married couples filing a joint return. The credit is phased out for taxpayers with incomes above these levels. These income limits are higher than under the existing Hope and lifetime learning credits.

Special rules applied to students attending college in a Midwestern disaster area for tax-year 2009, only, when taxpayers could choose to claim either a special expanded Hope credit of up to $3,600 for the student or the regular American opportunity credit.

If you have questions about the American opportunity credit, these questions and answers might help. For more information, see American opportunity credit.

Earned Income Tax Credit/Child Tax Credit

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

To qualify for Earned Income Tax Credit or EITC or simply called EIC, you must have earned income from employment, self-employment or another source and meet certain rules. In addition, you must either meet the additional rules for Workers without a Qualifying Child or have a child that meets all the Qualifying Child Rules for you. Tax payers must meet certain requirements and file a tax return, even if they do not have a filing requirement.

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

The Child Tax Credit is a credit that may reduce your tax by as much as $1,000 for each of your qualifying children. The Additional Child Tax Credit is a credit that you may be able to take if you are not able to claim the full amount of the Child Tax Credit. You may not qualify for the Child Tax Credit, but qualify for the Additional Child Tax Credit.

Programs

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

Foundation Scholarships

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

Grants

- Colorado Student Grants (CSG)
- Federal Pell Grants (PELL)
- Federal Supplemental Educational Opportunity Grants (FSEOG)

Loans

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

Employment Opportunities

- Federal College Work-Study Employment
- Colorado Work-Study Employment
- VA Work-Study Employment (See Military and Veterans Programs for more information)

ACADEMIC STANDARDS

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

Maximum Course Load

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

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

Change of Major/Program

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

Credit by Examination

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

Transfer to PPCC

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

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

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

Grading System

INVENTORY OF COMMON GRADING SYMBOLS

Grade	Quality Points	Interpretation
A	4	Excellent or Superior
B	3	Good
C	2	Average
D	1	Deficient
F	0	Failure
I		Incomplete
S		Satisfactory
U		Unsatisfactory
S/A		Satisfactory (A-level) work in a developmental course
S/B		Satisfactory (B-level) work in a developmental course
S/C		Satisfactory (C-level) work in a developmental course
U/D		Unsatisfactory (D-level) work in a developmental course
U/F		Unsatisfactory (F-level) work in a developmental course
W		Withdrawal
AU		Audit
AW		Administrative Withdrawal
*		Transfer Grade
Place Holders		
SP		Satisfactory Progress
Z		Grade not yet reported
CPL		Credit awarded through Credit for Prior Learning

AU – Audit

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

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

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

If circumstances beyond the student's control prevent the student from completing a test or assignments at the end of the term, then it is the student's responsibility to initiate the request for an Incomplete grade from the instructor. The instructor will determine whether the student has a reasonable chance of satisfactorily completing the remaining course activities in a timely manner.

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

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

Incomplete Grade Contract must include the following information:

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

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

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

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

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

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

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

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

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

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

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

Z – No Grade Submitted
The grade of "Z" is a temporary grade entered by the Registrar when a grade is not received from the course instructor. This "Z" grade is replaced and credit is awarded upon the Registrar's receipt of the grade.

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

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

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

Grading Options

Satisfactory/Unsatisfactory: students may request to take up to six credit hours each semester on a Satisfactory/Unsatisfactory (S/U) grading basis. They may take a maximum of 15 credit hours under this grading option while enrolled at PPCC. (Credit hours earned in a course where S/U is the only grading standard count toward this 15-hour maximum.) Students must have prior approval by the appropriate division dean for each course unless the course is only offered with the S/U option. This option must be requested at the time of registration. After the drop/add period,

this option may not be changed except by written recommendation from the appropriate division dean and approval by the Vice President for Educational Services. Pikes Peak Community College considers a grade of C or better to be satisfactory. A satisfactory grade earned under this option does not affect the Grade Point Average (GPA) but increases the total number of credit hours passed. Grades of D or F will be considered unsatisfactory, will affect the GPA, and will increase the total number of credit hours attempted.

Audit: students may register to audit any course by indicating this option on the registration form at the time of enrollment. The audit option is not available online. The regular tuition rate applies. After the posted drop date, students may not change their registration from credit to audit, or from audit to credit, except by written recommendation from the appropriate division dean and approval by the Vice President for Educational Services. Audit grades do not transfer and are not computed in the GPA. Courses taken by audit do not count toward enrollment status for financial aid or veterans' educational benefits and are not eligible for the COF stipend.

Grade Changes

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

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

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

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

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

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

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

How to Calculate Your GPA

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

Repeated Courses

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

Academic Fresh Start

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

- Two calendar years have elapsed since the student's last attendance at PPCC.
- During previous attendance at PPCC, the student earned 30 credit hours or less with a cumulative grade point average (CGPA) less than 2.00.
- Upon re-enrolling, student successfully completes a minimum of 6 credit hours with a term GPA of 2.00 or better.
- Applications for Academic Fresh Start must be submitted no later than the end of the semester following the successful return semester.

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

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

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

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

Academic Probation and Suspension

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

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

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

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

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

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

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

Suspended students may not register for the next term (fall, spring, or summer) following the suspension term. Upon satisfactorily meeting the terms of the suspension students may

register for the following subsequent semester after meeting with their academic advisor and instructional dean.

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

Student Concerns

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

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

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

Term Academic Honors

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

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

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

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

Graduation Honors

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

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

Application for Certificate or Degree

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

Graduation Ceremony

Each May, PPCC produces a gala graduation ceremony to honor graduating students. To participate, you must be eligible for graduation and must submit an Application for Graduation to the Enrollment Services Center by the deadline. Potential graduates will receive an initial letter of information about graduation from the Campus Life Office. Caps, gowns, tassels and instructions on the ceremony are all available through Campus Life. If you are eligible, join us for this festive celebration of your success! The 2012 ceremony will include eligible participants who graduated Summer 2011, Fall 2011 and anticipated graduates in Spring 2012.

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

Assessment for Student Success

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

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

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

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

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

STUDENT CONDUCT

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Standards of Conduct

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

Violation of others' rights:

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

Violation of honesty and academic integrity:

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

Violation of safety and property:

11. The threat to, or physical abuse of any person on College-owned or controlled property or at College-sponsored or supervised functions; this includes any conduct which endangers one's own or another person's welfare or safety.
12. Board Policy states that no person may have on his or her person any unauthorized firearm, ammunition, explosive device, or illegal weapon on campus or any facility used by a college. Persons authorized to carry firearms and other equipment defined in the policy are:

    - those persons conducting and participating in an approved program of instruction in the college's curriculum which requires access to such equipment as an integral part of the instructional program;
    - certified peace officers;
    - those persons who have been issued a valid permit to carry a concealed handgun in accordance with Colorado's Concealed Carry Act, C.R.S. § 18-12-201, et seq. and who are acting in compliance with the requirements of that Act; and
    - those persons granted permission at the discretion of the college president for specific purposes from time to time.

    Concealed Handgun Permit holders exercising their rights pursuant to Item #3 above are responsible for preventing the casual or inadvertent display of their handgun.

    It shall not be an offense if the weapon remains inside a locked motor vehicle upon the real estate owned by the State Board for Community Colleges and Occupational Education.

    In accordance with Colorado Statute CRS 18-12-214(3), under no circumstances may a person other than a certified peace officer carry a firearm or other equipment defined in Board Policy onto the real property, or into any improvements erected thereon, of a public elementary, middle, junior high, or high school. This provision applies to The Classical Academy (TCA) facility, which is located on PPCC's Rampart Range Campus and owned by School District 20 and to the Falcon Campus, which is owned by School District 49.

In accordance with Colorado Statute CRS 18-12-214(3)(a), a concealed weapon permittee may have a handgun on the real property of the public school so long as the handgun remains in his or her vehicle and, if the permittee is not in the vehicle, the handgun is in a compartment within the vehicle and the vehicle is locked.

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

Violation of College policies and administrative functions:

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

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

Procedures

Decision

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

Appeal

1. In the event of an appeal, the Chief Student Services Officer shall give written Notice to the student and the Impartial Decision Maker which describes the conduct to be inquired into; the Code of Conduct and/or College policies or procedures which were allegedly violated; the date, time and place of the alleged violation; the sanction that is threatened and the date, time and place of the hearing before the Impartial Decision Maker. The Notice shall be given at least seven (7) days prior to the hearing unless a shorter time is agreed to by the parties.
2. Conduct of Hearings. The Impartial Decision Maker shall determine its own hearing procedures, keeping in mind the following guidelines:
   a. The Student shall have the right to be heard by the Impartial Decision Maker; in the event that the student is under the age of eighteen or incapacitated, he/she may have an advisor present to assist him/her in presenting his/her case.
   b. Students do not have the right to be represented by an attorney during these proceedings except in the case where civil or criminal actions concerning the student are pending and in that case, the attorney's role shall be advisory only. The student is responsible for presenting his/her own case and, therefore, advisors are not permitted to speak or to participate directly in any hearing except as provided in #1 above.
   c. The Student shall have the right to identify documents, witnesses and other material he/she would like the Impartial Decision Maker to review before making a final decision.
   d. Hearings shall be conducted in private unless all parties agree otherwise.
   e. A record of the hearing should be maintained by the Impartial Decision Maker.
3. Determination by Impartial Decision Maker. The Impartial Decision Maker shall make its findings and determinations in closed meeting out of the presence of the Chief Student Services Officer and the student charged. Separate findings are to be made as to the conduct of the student and on the sanction(s), if any, to be imposed. No discipline shall be imposed on the student unless the Impartial Decision Maker is persuaded by a preponderance of the evidence that the student committed the alleged conduct and that it constituted a violation of the Code of Conduct and/or College regulations; that the student should be sanctioned (including modifying the sanction imposed below) and that the discipline is reasonable given the violation. The student and the Chief Student Services Officer shall be given written Notice of the Decision. The Decision shall be issued within five calendar days of the close of the hearing and it shall become final unless a Petition for Review is filed.
4. Petition for Review. The Chief Student Services Officer or the student may petition the College President to review the Impartial Decision Maker's decision by filing a written petition within five (5) days after notification of the Decision. If a review is requested, the other party will be given three (3) days to respond to the petition and his/her response materials will be given to the College President to review before a decision on the petition is made.
5. President's Decision. The College President shall review the record of the case and the petition and may affirm or reverse the Decision of the Impartial Decision Maker. The record shall consist of the Impartial Decision Maker's written documents and the recording of the hearing and any written materials submitted in support of the Petition for Review. The College President shall notify the Chief Student Services Officer and the student in writing of his/her decision within fourteen (14)

days of service of the Petition for Review. The College President's decision is final.

Miscellaneous

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

Student Disciplinary Procedure

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

Definitions:

1. **Code of Conduct:** A document developed and published by the College, which defines prescribed conduct of students.
2. **Impartial Decision Maker:** The individual/committee designated by the College President to hear student disciplinary appeals.
3. **Chief Student Services Officer:** The individual designated by the College President to administer student affairs and be responsible for administering the College's Student Conduct Code and this procedure.
4. **Notice:** Notices which are required to be given by this procedure shall be considered served upon the student when given by personal delivery or mailed by certified mail to the address the student has filed with the College's admissions and records office. If notice is mailed, the student shall be given three (3) additional days to respond.
5. **Sanctions:** One or more of the following may be given when there is a finding that a student has violated the College's Code of Conduct.
    1. **Warning:** A Notice served upon the student advising him/her that he/she is violating or has violated College regulations.
    2. **Probation:** After a finding of violation of the Code of Conduct, restriction of student's privileges for a designated period of time, including the probability of more severe disciplinary sanctions if the student is found to be violating any College regulations during the probationary period.
    3. **Other disciplinary sanctions:** fines; restitution; denial of privileges; assignment to perform services for the benefit of the College or community; or other sanction that doesn't result in the student being denied the right of attending classes.
    4. **College suspension or expulsion:** An involuntary separation of the student from the College for misconduct apart from academic performance for a specified period of time.
        a. Suspension is a separation that shall not exceed two academic terms per suspension for any singular offense or situation. While a student is suspended, he or she is not eligible for admission or re-admission at any of the community colleges within the Colorado Community College System. Once the suspension is lifted the student is eligible for admission or re-admission. Students may be suspended from a class, residence hall, and use of a college facility or an activity in the sole determination by an authorized college employee that the conduct is in violation of the Code subject only to an appeal to the Chief Student Services Officer to ensure that the action was taken pursuant to college policies. Students may be suspended from one class period by the responsible faculty member, longer suspensions can be done only in accordance with college procedures.
        b. Expulsion is a separation for more than two academic terms. While a student is expelled, he or she is not eligible for admission or re-admission at any of the community colleges within the Colorado Community College System. After the expulsion, a student's eligibility for re-admission is contingent upon their ability to prove the behavior that resulted in the expulsion has been resolved.
    5. **Summary Suspension:** An immediate action taken by the Chief Student Services Officer to ensure the safety and well-being of members of the College community or preservation of College property; to ensure the student's own physical or emotional safety and well-being; or if the student poses a definite threat of disruption or interference with the normal operations of the College. In such event, the hearing before the Impartial Decision Maker (if requested by the student), shall occur as soon as possible following the suspension.
6. **Day:** Refers to calendar day unless otherwise noted below.

Student Complaints/Grievances

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

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

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

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

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

Remedy: The relief that the Grievant is requesting.

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

Non-grievable matters: The following matters are not grievable under this procedure except as noted: matters over which the

College is without authority to act; grades and other academic decisions unless there is an allegation that the decision was motivated by illegal discrimination; and disciplinary actions taken pursuant to BP 4-30.

Procedures

1. Informal

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

2. Formal

a. The Grievant timely files a written statement of the actions complained of and describes the remedy he/she is seeking with the Chief Student Services Officer. A matter could also be referred to this process by the College President or his/her designee. Once a written grievance is filed or referred, the Chief Student Services Officer or designee will determine whether or not the situation states a grievable offense. The matter will be closed if the situation is determined not grievable, and the Grievant will be notified of the reasons.

b. If the matter is determined to be grievable, the Chief Student Services Officer or designee (which may be an individual or a committee) shall hear the Grievance. A hearing will be held which will give the Grievant, Respondent, and others invited to appear, the opportunity to explain what they know about the issues surrounding the grievance. Considering the oral and written statements and documents, the Chief Student Services Officer or Designee shall issue a Decision within ten (10) calendar days of close of the hearing. The Decision shall be served upon the Grievant and the Respondent personally or by certified mail to the addresses on file in the Enrollment Services office. The Decision shall reject the grievance or grant the grievance and make recommendation(s) to resolve the issue(s). The Chief Student Services Officer or designee's decision is final unless a Petition for Review is filed with the College President by either party within five (5) calendar days of service of the Decision.

   1. Upon receipt of a Petition for Review, the College President will review the record and issue a written decision within ten calendar days of receipt of the Petition for Review. The President's decision is final.
   2. The Chief Student Services Officer or Designee may extend the scheduling timelines described above for good cause.
   3. If the grievance is against the Chief Student Services Officer, the Chief Academic Officer or other person designated by the College President shall perform the duties of the Chief Student Services Officer.

Academic Honesty

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

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

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

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

Classroom Attendance Procedure

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

Conduct in College Buildings

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

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

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

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

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

Restricted Attendance

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

the appropriate administrative action, which may include continued attendance or permanent dismissal from the class as outlined in the Student Disciplinary Procedure.

Drugs and Alcohol

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

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

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

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

Sexual Harassment

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

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

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

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

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

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

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

AIDS Policy

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

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

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

Firearms on Campus

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

- those persons conducting and participating in an approved program of instruction in the college's curriculum which requires access to such equipment as an integral part of the instructional program;
- certified peace officers;
- those persons who have been issued a valid permit to carry a concealed handgun in accordance with Colorado's Concealed Carry Act, C.R.S. § 18-12-201, et seq. and who are acting in compliance with the requirements of that Act; and
- those persons granted permission at the discretion of the college president for specific purposes from time to time.

Concealed Handgun Permit holders exercising their rights pursuant to Item #3 above are responsible for preventing the casual or inadvertent display of their handgun.

It shall not be an offense if the weapon remains inside a locked motor vehicle upon the real estate owned by the State Board for Community Colleges and Occupational Education.

In accordance with Colorado Statute CRS 18-12-214(3), under no circumstances may a person other than a certified peace officer carry a firearm or other equipment defined in Board Policy onto the real property, or into any improvements erected thereon, of a public elementary, middle, junior high, or high school. This provision applies to The Classical Academy (TCA) facility, which is located on PPCC's Rampart Range Campus and owned by School District 20 and to the Falcon Campus, which is owned by School District 49.

In accordance with Colorado Statute CRS 18-12-214(3)(a), a concealed weapon permittee may have a handgun on the real property of the public school so long as the handgun remains in his or her vehicle and, if the permittee is not in the vehicle, the handgun is in a compartment within the vehicle and the vehicle is locked.

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

Smoking on College Grounds

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

Parking and Traffic Regulations

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

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

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

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

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

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

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

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

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

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

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

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

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

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

Days of Enforcement

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

Emergencies and Crime Reporting

For emergencies dial 719-502-2911 or 911.

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

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

All emergencies and suspected criminal actions must be promptly reported to the Department of Public Safety. Public Safety officials will take whatever action is deemed necessary to protect life and

property and to enforce all Federal and State laws and regulations.

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

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

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

Emergency Notifications

Each campus uses various forms of communication as indicated below. Recognizing the high number of part time employees, adjunct instructors and turnover among students in our college community, emergency communication will be in plain language rather than code. Each classroom, office, or work area is equipped with a "flip chart" style Emergency Response Guide (ERG), which lists the most common types of emergencies alphabetically and provides clear, bulleted and step-by-step guidance on what specific actions to take during any one particular emergency.

Centennial Campus:

All PPCC campuses, staff, students and faculty, are served by the Connect –Ed emergency mass notification system. Persons are invited to sign up, at no cost, through the college web site at www.ppcc.edu/alert. The Mass Emergency Notification system allows the college to send emergency messages to its entire community via e-mail, text (SMS), and / or voice mail to users' cell and / home phones. Users, however, must subscribe and "opt in" to the service. Standard text messaging costs may apply. Connect Ed messages are broadcast at the direction of any member of the Policy Group or Director of Public Safety or any of their respective representatives. Connect – Ed messages are published and distributed by the ITSS Director or his representative.

Centennial Campus alarm system is also equipped with a public announcement system (PA) for Aspen, Breckenridge, Student Center and Faculty Offices Buildings. This system will be used to announce any event or emergency.

The Centennial Campus is also equipped with multiple strategically placed LCD television screens capable of broadcasting both "screen shot" and scrolling messages. When necessary and appropriate, the ITSS Director or his representative will update the messages to inform the college community of emergency situations.

Emergency messages will be communicated to the Child Development Center (CDC) by a Public Safety employee speaking with the Director or Manager of the CDC.

Emergency messages will be communicated to the Police Training Center /Firing Range (CDC) by a Public Safety employee speaking with on-duty personnel at the Center / Range.

Emergency messages will be communicated to the Grounds Shop by a Public Safety employee speaking with on-duty personnel at the Shop.

Rampart Range Campus:

All PPCC campuses, staff, students and faculty, are served by the Connect –Ed emergency mass notification system. Persons are invited to sign up, at no cost, through the college web site at www.ppcc.edu/alert. The Mass Emergency Notification system allows the college to send emergency messages to its entire community via e-mail, text (SMS), and / or voice mail to users' cell and / home phones. Users, however, must subscribe and "opt in" to the service. Standard text messaging costs may apply. Connect Ed messages are broadcast at the direction of any member of the Policy Group or Director of Public Safety or any of their respective representatives. Connect – Ed messages are published and distributed by the ITSS Director or his representative.

The Rampart Range Campus alarm system is also equipped with a public announcement system (PA) for the Main Building. This system will be used to announce any event or emergency.

The Rampart Range Campus is also equipped with multiple strategically placed LCD television screens capable of broadcasting both "screen shot" and scrolling messages. When necessary and appropriate, the ITSS Director or his representative will update the messages to inform the college community of emergency situations.

Emergency messages will be communicated to the Child Development Center (CDC) by a Public Safety employee speaking with the Director or Manager of the CDC.

Emergency messages will be communicated to The Classical Academy (TCA) by a Public Safety employee speaking with on-duty personnel there.

Specific rooms and / or wings of the campus will be notified by designated college personnel, when reasonable to do so, going room to room to advise of the emergency.

The Downtown Studio Campus:

All PPCC campuses, staff, students and faculty, are served by the Connect –Ed emergency mass notification system. Persons are invited to sign up, at no cost, through the college web site at www.ppcc.edu/alert. The Mass Emergency Notification system allows the college to send emergency messages to its entire community via e-mail, text (SMS), and / or voice mail to users' cell and / home phones. Users, however, must subscribe and "opt in" to the service. Standard text messaging costs may apply. Connect Ed messages are broadcast at the direction of any member of the Policy Group or Director of Public Safety or any of their respective representatives. Connect – Ed messages are published and distributed by the ITSS Director or his representative.

The Downtown Studio Campus is also equipped with one LCD television screen mounted in the Student Lounge capable of broadcasting both "screen shot" and scrolling messages. When necessary and appropriate, the ITSS Director or his representative will update the messages to inform the college community of emergency situations.

Specific rooms and/or wings of the campus will be notified by designated college personnel, when reasonable to do so, going room to room to advise of the emergency.

Reporting Criminal Offenses

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

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

Rioting Offenses

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

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

Sex Offender Registration

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

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

Campus Crime and Security Report

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

Report of Criminal Offenses

Centennial Campus

Offense	2008	2009	2010
Murder & Non-negligent Manslaughter	0	0	0
Negligent Manslaughter	0	0	0
Forcible Sex Offenses	0	0	1
Non-forcible Sex Offenses	0	0	0
Robbery	0	0	0
Aggravated Assault	0	1	0
Burglary	0	2	1
Motor Vehicle Theft	1	1	0
Arson	1	0	0
Arrests Made			
Liquor Law Violations	1	2	1
Drug Violations	1	1	3
Weapons Violations	1	0	1

No crimes were determined to be hate related.

Downtown Studio Campus

Offense	2008	2009	2010
Murder & Non-negligent Manslaughter	0	0	0
Negligent Manslaughter	0	0	0
Forcible Sex Offenses	0	0	0
Non-forcible Sex Offenses	0	0	0
Robbery	0	0	0
Aggravated Assault	0	0	0
Burglary	1	0	0
Motor Vehicle Theft	0	1	0
Arson	0	0	0
Arrests Made			
Liquor Law Violations	0	0	0
Drug Violations	3	1	0
Weapons Violations	1	1	0

No crimes were determined to be hate related.

Rampart Range Campus

Offense	2008	2009	2010
Murder & Non-negligent Manslaughter	0	0	0
Negligent Manslaughter	0	0	0
Forcible Sex Offenses	0	1	0
Non-forcible Sex Offenses	0	0	0
Robbery	0	0	0
Aggravated Assault	0	0	0
Burglary	0	2	0
Motor Vehicle Theft	0	0	0
Arson	0	0	0
Arrests Made			
Liquor Law Violations	0	0	0
Drug Violations	0	2	0
Weapons Violations	0	0	0

No crimes were determined to be hate related.

Falcon Campus

Offense	2008	2009	2010
Murder & Non-negligent Manslaughter	0	0	0
Negligent Manslaughter	0	0	0
Forcible Sex Offenses	0	0	0
Non-forcible Sex Offenses	0	0	0
Robbery	0	0	0
Aggravated Assault	0	0	0
Burglary	0	0	0
Motor Vehicle Theft	0	0	0
Arson	0	0	0
Arrests Made			
Liquor Law Violations	0	0	0
Drug Violations	0	2	0
Weapons Violations	0	2	0

No crimes were determined to be hate related.

SERVICES FOR STUDENTS

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Career Planning and Advising Center

Centennial • A-119 • 502-3232
Downtown Studio • DO-S102 • 502-3232
Rampart Range • S-101 • 502-3232
Falcon • FN-100 • 502-3232

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

Career Planning

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

Advising

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

Employment Services

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

Child Development Centers

Centennial • 502-2323
Rampart Range • 502-2424

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

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

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

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

Copy Center

Centennial • C-101 • 502-2111

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

Department of Public Safety

Centennial • A-100 • 502-2911
Downtown Studio • DO-S101 • 502-2911
Rampart Range • N-106 • 502-2911
Falcon • FN-110 • 502-2911

The Department of Public Safety is located at all campuses. The officers at all campuses can be reached via telephone at 719-502-2911. **Emergency calls should be directed to 719-502-2911.** The Department of Public Safety is staffed by 17 state certified peace officers. All PPCC Campus Police officers are commissioned State peace/police officers. They have full police authority and function the same as any other law enforcement agency in the State of Colorado and on College property.

Disability Services, Student (OASIS)

Centennial • A-115 • 502-3333 V/TTY
Downtown Studio • DO-S126 • 502-3333 V/TTY
Rampart Range • S-101 • 502-3333 V/TTY
Falcon • FN-106 • 502-3333 V/TTY

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

Support services and accommodations may include:

- Computer Assistive Technology
- alternative testing arrangements
- advocacy training
- identification of strengths and weaknesses
- instruction in learning strategies
- note taking (primarily student volunteers)
- readers/scribes for accommodative testing only
- text in alternate formats
- interpreting services (Sign Language)

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

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

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

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

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

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

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

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

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

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

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

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

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

Information Technology Support Services

Centennial Main Office • A-111 • 502-2438
Centennial Computer Lab • A-300 • 502-2442
Downtown Studio Computer Lab • DO-N106A • 502-2443
Rampart Range Computer Lab • E-203 • 502-2408
Falcon Computer Lab • FN-601 • 502-2409

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

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

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

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

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

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

Centennial Campus Computer Lab. Located in room A-300, the computer lab at Centennial campus has over 130 computers including both PCs and Macs.

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

Downtown Studio Campus Computer Lab. Located in room DO-N106a, the lab is equipped with 20 multi-platform computers. Access to the Internet, as well as the instructional network, is provided to assist students with their coursework.

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

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

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

Learning Assistance Centers/Tutoring

Centennial • A-212 • 502-3444
Downtown Studio • DO-S126 • 502-3444
Rampart Range • S-101 • 502-3444
Falcon • FN-Pod 603 • 502-3830

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

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

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

In addition, students seeking tutoring services must:

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

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

Library

Centennial • A-201 • 502-2400
Rampart Range • N-201 • 502-2440

The Library provides a supportive learning environment at both the Centennial and the Rampart Range Campuses. Services provided at both locations include the online catalog, circulation and reference librarian assistance, computers, group study rooms, and interlibrary loan. Resource materials include electronic databases, e-books, online resource links, over 46,000 print books, magazines, DVD's, music CD's, audio books, maps, and archived materials. A small children's library is available at Centennial Campus. Children must not be left unattended in the library.

Reference and Research Service

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

Math Centers

Centennial • A-316 • 502-3250
Downtown Studio • DO-S207 • 502-3270
Rampart Range • N-200 • 502-3260
Falcon • FN-602 • 502-3850

The Math Centers offer a pleasant environment where students can drop in to do their homework and receive free tutoring from math faculty members or PPCC math students. Most tutors can help with graphing calculators and the web-based software packages, MyMathPlus, and ALEKS.

The Math Centers' schedules, the level of expertise offered in each math class throughout the day, and directions for online tutoring assistance are posted at PPCC Home Page > Services > Math Center. Please go to www.ppcc.edu/current-students/special-assistance-programs/math-lab-1/ for the current schedule.

Current textbooks, solution manuals, and DVD's can be checked out for use in the Math Centers. Other reference texts can be checked out and taken home for a month at a time.

Testing for math courses is offered at the Centennial Math Center only.

Multicultural Affairs Program

Centennial • A-118 • 502-2265

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

Ombudsman

Centennial • A-324 • 502-2012

The PPCC Student Ombudsman is a neutral person available to assist students who are seeking resolution to problems or concerns relating to their educational experience at PPCC. The Ombudsman can help students navigate college organizational structure and bureaucracy, and assist with understanding of policies and procedures. For additional information call 719-502-2012 or email ombudsman@ppcc.edu.

Orientation Program for New Students

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

High school students must attend an orientation program specific to their participation in AVP or CE. Contact the High School Programs Office at 502-3111 for details.

Reading Center

Centennial • A-312 • 502-3510

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

Records

Centennial • A-107 • 502-3000
Downtown Studio • DO-S100 • 502-3000
Rampart Range • S-102 • 502-3000
Falcon • FN-109 • 502-3000

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

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

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

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

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

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

Second Chance Math and English Programs

Second Chance is a between semester developmental math and English program designed to prepare students for entry into their next class if they just missed passing their previous class. The math program also allows students who plan to take the math Accuplacer for the first time to brush up on material up through MAT 202 Calculus II: MA1.

Math requires an Accuplacer placement test to show success. English requires four papers reviewed by their previous instructor.

Both programs are Continuing Education classes which are not supported by financial aid.

For more information go to www.ppcc.edu/academics/second-chance.

Smart Start

Smart Start is a student success program for new and returning students. Through presentations, the program provides students with information about the resources, offices and services that are available for students to access throughout their PPCC career. Smart Start student success workshops are scheduled on each campus several times each semester. Because space is limited, signing up for a place in the session is recommended. Contact Retention Services at 502-2316, or email retentionservices@ppcc.edu for upcoming dates and times and to reserve a spot in a session.

Southern Colorado Educational Opportunity Center (SCEOC)

Centennial • A-115 • 502-3028
Downtown Studio • DO-S126 • 502-3028

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

Student Crisis Counseling

Centennial • C-206
Downtown Studio • DO-S126
Rampart Range • S-207B
Falcon • FN-106

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

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

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

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

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

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

Testing Center

Centennial • A-117 • 502-3370
Downtown Studio • DO-S102 • 502-3390
Rampart Range • S-101 • 502-3380
Falcon • FN-119 • 502-3817

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

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

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

Accommodations are available for students with documented disabilities.

Please call any of the Testing Centers for additional information.

TRiO-Disabled Student Support Services

Centennial • C-207

Disabled Student Support Services (DSSS) is a federally funded program that helps students with disabilities, particularly veterans, achieve college goals.

Eligibility

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

- are U.S. citizens or Permanent Legal Residents,
- have a documented disability on file with OASIS,
- are low income with a documented disability on file with OASIS,
- plan to graduate from PPCC and/or transfer to a four-year college or university,
- be enrolled in an Associate's Degree program at PPCC (full time students have priority).

Available Services for Participating Students

- Individual and small group tutoring
- Academic and career planning
- Peer academic mentoring
- Scholarship and financial aid searches
- Pre-semester student conferences
- Help with transfer decisions
- Financial and economic literacy workshops
- Learning community environment

The U.S. Department of Education Office of Postsecondary Education has awarded Pikes Peak Community College a $1,099,755 TRiO Disability Student Support Services grant to provide individualized academic and personal support services to

eligible students with disabilities, particularly veterans. The grant provides 55% of the funds needed for the program. Pikes Peak Community College will provide at least 45%, or $178,480 annually in additional resources.

TRiO-Student Support Services

Centennial • A-121 • 502-3222

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

Eligibility

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

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

Available Services for Students

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

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

The U.S. Department of Education Office of Postsecondary Education has awarded Pikes Peak Community College a $1,192,480 TRiO Student Support Services grant to provide individualized academic and personal support services to eligible students. The grant provides 57% of the funds needed for the program. Pikes Peak Community College will provide at least 43%, or $176,305 in additional resources.

Military & Veterans Program

Centennial • A-229 • 502-2060

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

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

Veterans Upward Bound

Centennial • A-229 • 502-4545

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

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

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

Visitation Program (Four-year Colleges & Universities)

All Campuses • 502-3237

Representatives from four-year schools regularly visit Pikes Peak Community College to meet with students who plan to transfer after receiving an Associate's Degree from PPCC. The schedules are available online.

Writing Centers

Centennial • A-312 • 502-3510
Downtown Studio • DO-S212 • 502-3530
Rampart Range • N-202 • 502-3520
Falcon • FN-602 • 502-3840

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

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

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

CAMPUS LIFE

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Campus Life

Centennial Campus • A-210 • 502-2522
Downtown Studio Campus • DO-N106b • 502-2538
Rampart Range Campus • S-207 • 502-2577

Activities

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

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

Athletics

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

Campus Center

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

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

Fitness Center

Centennial Campus • A-262 • 502-2555

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

ID Cards

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

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

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

Recreation/Sports Clubs

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

Student Government

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

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

Student Clubs and Organizations

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

SERVICES FOR THE COMMUNITY

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

Activities and Events

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

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

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

The Downtown Studio Gallery

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

KEPC Radio - 89.7 FM

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

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

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

For more information, call 719-502-3166.

EDUCATIONAL PROGRAMS

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Degree and Certificate Criteria

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

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

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

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

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

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

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

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

Degree Eligibility

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

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

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

Options for Current High School Students

Centennial Campus • A-220 • 502-3111

Area Vocational Program

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

Occupational Programs Available

- Auto Collision Technology
- Automotive Service Technology
- Computer Aided Drafting
- Computer Information Systems
- Criminal Justice
- Culinary Arts
- Diesel Power Technology
- Early Childhood Professions
- Fire Science Technology
- Health Career Exploration
- Health Science Technology
- Interior Design
- Multimedia Graphic Design
- Radio and Television
- Sign Language and Interpreter Preparation
- Welding
- Zoo Keeping

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

Instruction is provided in a two hour and forty minute day, five-day-a-week schedule throughout the school year. Most classes are offered during the morning session though some may

be offered in the afternoon as well. Instruction is provided in classrooms, laboratories, and community settings that use equipment similar to that used in business and industry. In most programs, only AVP students are enrolled; however, some classes include both secondary and post-secondary students.

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

Articulation Agreements

High school students may earn college credits by taking career and technical education courses at their high school. Pikes Peak Community College has articulation agreements with most local school districts. Depending upon the school district, the high school, and the articulation agreement, these are typically career and technical education (CTE) courses. Courses apply toward degrees and certificates at Pikes Peak Community College but may not transfer to four-year colleges and universities. For more information, call 719-502-3111.

Concurrent Enrollment

Concurrent Enrollment (CE) is a program for college-bound students seeking degrees and certificates or students who simply want to earn college credit while still in high school. CE enables high school-aged students to take college classes at PPCC and earn high school and/or college credit. Students have the opportunity to enroll in any courses for which they meet the prerequisites. In general, high school students will not pay for developmental courses.

To participate in CE, students must obtain permission from a parent or guardian, high school counselor and/or district administrator and must apply for the College Opportunity Fund (COF). Some school districts have a cooperative agreement with PPCC and may reimburse the tuition, fees and books for qualifying courses. Contact your high school counselor for more specific information. Home-schooled students are also welcome to participate. Contact the High School Programs Office at 719-502-3111 for more information.

High School Student Records

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

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

College Preparatory Programs

Purpose and Goals

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

Advancing Academic Achievement

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

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

AAA 101 College 101: Student Experience

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

English Preparatory Program

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

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

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

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

ENG 090 is a prerequisite for

ENG 121 English Composition I: CO1 and for

ENG 131 Technical Writing I

Mathematics Preparatory Program

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

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

MAT 045 Compressed Pre-Algebra with Basic Mathematics (vocabulary, operations and applications of whole numbers, decimals and basic fractions and mixed numbers; vocabulary, operations and applications of ratio, proportion, percent, area, perimeter, US and metric measures, integers, and an introduction to algebraic expressions and the solution of basic first-degree equations)

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

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

MAT 099 Intermediate Algebra (problem solving with further study of equations; slope; inequalities; systems of equations; polynomials; quadratic equations; rational expressions; rational exponents; radical expressions; graphing; and applications)

Reading Preparatory Program

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

REA 030 Basic Reading Skills (word attack strategies, vocabulary development, and comprehension)

REA 060 Foundations of Reading (vocabulary development, comprehension, skill transfer reading, rate improvement)

REA 090 College Preparatory Reading (application of basic reading comprehension skills to high-level reading, critical and analytical reading strategies, and rate improvement)

English as a Second Language Preparatory Program

Centennial Campus • F-200 • 502-3535

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

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

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

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

Basic Level

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

Intermediate Level

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

Advanced Level

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

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

ESL 011	Basic Pronunciation	3
ESL 012	Intermediate Pronunciation	3

Alternative Delivery Methods/Distance Learning Options

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

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

Interactive Television (Section 1TV)

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

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

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

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

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

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

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

CCC Online (Sections C11, C21)

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

Alternative delivery classes meet the same course outcomes as their traditional counterparts and are subject to the same transfer agreements. In addition, there are transfer agreements with colleges both in-state and out-of-state that offer Baccalaureate completion programs using distance/electronic technology.

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

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

Credit for Prior Learning (CPL)

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

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

PPCC evaluates prior learning through the Credit for Prior Learning program (CPL). Students may receive up to 75 percent of their total credits for all types of prior learning. For more information, stop by the Enrollment Services Center at the Centennial Campus, or call 719-502-3000. Military and Veteran students, contact Department of Military & Veterans Programs at 719-502-4100.

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

Independent Study Courses

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

College credit is awarded for these courses.

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

Military and Veterans Programs

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

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

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

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

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

Fort Carson, Colorado
Peterson Air Force Base, Colorado

Veterans may be certified for educational benefits at the Centennial Campus, room A-229.

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

Open-Entry/Open-Exit Courses

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

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

Weekend College

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

DEGREE & PROGRAM REQUIREMENTS

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Associate of Arts (AA)

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

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

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

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

Courses marked with an asterisk [*] are not currently offered at PPCC.

Written Communication
Six (6) credit hours

GT-CO1: ENG 121	English Composition I: CO1	3
and		
GT-CO2: ENG 122	English Composition II: CO2	3
OR		
GT-CO2: ENG 122	English Composition II: CO2	(3)
and		
GT-CO3: ENG 201	English Composition III: CO3	(3)

Oral Communication
Three (3) credit hours

COM 115	Public Speaking	3
or		
COM 125	Interpersonal Communication	(3)
or		
COM 220	Intercultural Communication	(3)

Mathematics
Three (3) credit hours

GT-MA1: MAT 120, MAT 121, MAT 122, MAT 123, MAT 125, MAT 135, MAT 166, MAT 201, MAT 202, MAT 203, MAT 204, MAT 215, MAT 261*, MAT 265

Art and Humanities / Social and Behavioral Sciences
Eighteen (18) credit hours.

Two guaranteed transfer Arts & Humanities courses from two different areas (AH1, AH2, AH3 or AH4)

GT-AH1: ART 110, ART 111, ART 112, ART 207, DAN 125, MUS 120, MUS 121, MUS 122, MUS 123, MUS 125, THE 105, THE 211, THE 212

GT-AH2: HUM 115, HUM 121, HUM 122, HUM 123, LIT 115, LIT 201, LIT 202, LIT 205, LIT 211, LIT 212, LIT 221, LIT 222, LIT 225, LIT 259*, LIT 268

GT-AH3: PHI 111, PHI 112, PHI 113, PHI 114, PHI 214, PHI 218*, PHI 220*

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

Two guaranteed transfer Social & Behavioral Sciences courses from two different areas (SS1, SS2, SS3)

GT-SS1: AGE 102, ECO 101*, ECO 201, ECO 202, ECO 245, POS 105, POS 111, POS 125, POS 205, POS 225

GT-SS2: GEO 105, GEO 106

GT-SS3: AGR 260*, ANT 101, ANT 107, ANT 108*, ANT 111, ANT 201, ANT 215, ANT 250*, ETH 200, JOU 105, PSY 101, PSY 102, PSY 205, PSY 217, PSY 226, PSY 227, PSY 235, PSY 238, PSY 240*, PSY 249, SOC 101, SOC 102, SOC 205, SOC 207, SOC 215, SOC 218, SOC 220, SOC 216, SOC 231, SOC 237, WST 200*, WST 225*, WST 240*

One guaranteed transfer course from History (HI1)

GT-HI1: HIS 101, HIS 102, HIS 111, HIS 112, HIS 201, HIS 202, HIS 207, HIS 208, HIS 215, HIS 225, HIS 236, HIS 243, HIS 244, HIS 247, HIS 249, HIS 255, HIS 260

One additional course from Arts & Humanities or Social and Behavioral Sciences (AH1, AH2, AH3, AH4, HI1, SS1, SS2, SS3)

Natural and Physical Sciences
Seven (7) credit hours.

Two (2) guaranteed transfer courses including at least one (1) lab course (SC1, SC2*).

GT-SC1: AGY 240, AST 101, AST 102, BIO 105, BIO 111, BIO 112, BIO 201, BIO 202, BIO 204, BIO 208*, BIO 220, BIO 221, CHE 101, CHE 102, CHE 105*, CHE 111, CHE 112, ENV 101, GEO 111, GEO 112, GEY 111, GEY 121, MET 150, NRE 251*, PHY 105*, PHY 107*, PHY 111, PHY 112, PHY 211, PHY 212, SCI 155, SCI 156

Students choosing to take SCI 155 must also take SCI 156 to satisfy this requirement.

Electives

Twenty-three (23) credit hours selected from the AA approved course list can be found on page 42.

Total Credit Hours **60**

Other Requirements

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

Foreign Language Note: It is advisable to verify the foreign language admissions requirements for the university/four-year college you are planning to attend. For example, many of the Colorado four-year institutions require foreign languages for admission; the CU system requires 2-3 years of high school foreign language (or equivalent 2-3 semesters at Pikes Peak

Community College). Students planning to attend a Colorado four-year institution who do not have the prerequisite foreign language requirement from high school should consider enrolling in these courses in addition to the degree requirements.

Approved Elective Course List for AA Degrees and Course of Study

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

Communications

COM 115	Public Speaking	3
COM 125	Interpersonal Communication	3
COM 216	Principles of Speech Communication II	3
COM 217	Group Communication	3
COM 220	Intercultural Communication	3
COM 225	Organizational Communication	3
ENG 121	English Composition I: CO1	3
ENG 122	English Composition II: CO2	3
ENG 131	Technical Writing I	3
ENG 132	Technical Writing II	3
ENG 201	English Composition III: CO3	3
ENG 221	Creative Writing I	3
ENG 222	Creative Writing II	3
ENG 226	Fiction Writing	3
ENG 227	Poetry Writing	3
ENG 230	Creative Non-fiction	3
ENG 231	Literary Magazine	3
JOU 105	Introduction to Mass Media: SS3	3
JOU 106	Fundamentals of Reporting	3
JOU 111	Principles of Advertising	3
JOU 121	Photojournalism	3
JOU 206	Intermediate Newswriting & Editing	3
JOU 215	Publications Production & Design	3
JOU 221	Newspaper Design I	3
JOU 222	Newspaper Design II	3
JOU 241	Feature & Magazine Writing	3

Arts and Humanities

ARA 111	Arabic Language I	5
ARA 112	Arabic Language II	5
ARA 211	Arabic Language III	3
ART 110	Art Appreciation: AH1	3
ART 111	Art History Ancient to Medieval: AH1	3
ART 112	Art History Renaissance to 1900: AH1	3
ART 113	History of Photography	3
ART 115	Stained Glass I	3
ART 116	Stained Glass II	3
ART 117	Fiber Design I	3
ART 121	Drawing I	3
ART 124	Watercolor I	3
ART 128	Figure Drawing I	3
ART 129	Printmaking I	3
ART 131	Visual Concepts 2-D Design	3
ART 132	Visual Concepts 3-D Design	3
ART 133	Jewelry and Metalwork I	3
ART 138	Film Photography I	3
ART 139	Digital Photography I	3
ART 142	Landscape Photography	3
ART 144	Portrait Photography	3
ART 145	Digital Darkroom	3
ART 149	Mixed Media I: Digital Arts	3
ART 150	Digital Art Foundations I	3
ART 151	Painting I	3
ART 154	Figure Painting I	3
ART 161	Ceramics I	3
ART 162	Handbuilt Clay I	3
ART 163	Handbuilt Clay II	3
ART 165	Sculpture I	3
ART 207	Art History-1900 to Present: AH1	3
ART 210	Marketing for Visual Arts	3
ART 221	Drawing II	3
ART 224	Watercolor II	3
ART 229	Printmaking II	3
ART 230	Color Theory	3
ART 233	Jewelry and Metalwork II	3
ART 238	Film Photography II	3
ART 239	Digital Photography II	3
ART 242	Alternative Photo Processes	3
ART 251	Painting II	3
ART 261	Ceramics II	3
ART 265	Sculpture II	3
ASL 121	American Sign Language I	5
ASL 122	American Sign Language II	5
CHI 111	Chinese Language I	5
DAN 105	Hip Hop Dance I	1
DAN 106	Hip Hop Dance II	1
DAN 111	Modern Dance I	1
DAN 112	Modern Dance II	2
DAN 113	Modern Dance III	2
DAN 114	Modern Dance IV	2
DAN 121	Jazz I	1
DAN 122	Jazz II	2
DAN 123	Jazz III	2
DAN 124	Jazz IV	2
DAN 125	History of Dance I: AH1	3
DAN 129	Introduction to Dance	1
DAN 130	Dance Sampler	1
DAN 131	Ballet I	1
DAN 132	Ballet II	2
DAN 133	Ballet III	2
DAN 134	Ballet IV	2
DAN 141	Ballroom Dance	1
DAN 142	Ballroom Dance II	1
DAN 151	Belly Dance I	1
DAN 152	Belly Dance II	1
DAN 211	Dance Composition	3
DAN 221	Dance Performance I	2
DAN 222	Dance Performance II	2
DAN 224	Dance for Musical Theatre I	3
DAN 251	Belly Dance III	1
FRE 111	French Language I	5
FRE 112	French Language II	5
FRE 211	French Language III: AH4	3
FRE 212	French Language IV: AH4	3
GER 111	German Language I	5
GER 112	German Language II	5
GER 211	German Language III: AH4	3
GER 212	German Language IV: AH4	3
HUM 103	Introduction to Film Art	3
HUM 115	World Mythology: AH2	3
HUM 121	Early Civilizations: AH2	3
HUM 122	Medieval to Modern: AH2	3
HUM 123	The Modern World: AH2	3
HUM 131	The Arts & Cultures of Mexico	3
HUM 163	Film Criticism	3
HUM 201	Twentieth Century American Arts	3
HUM 236	North American Indian Arts	3
HUM 237	Hispanic Arts of the American Southwest	3
HUM 238	Sacred Images,Sacred Spaces:Southwestern U.S.	3
HUM 241	Asian Arts & Cultures	3
ITA 111	Italian Language I	5

ITA 112	Italian Language II	5
ITA 211	Italian Language III: AH4	3
ITA 212	Italian Language IV: AH4	3
JPN 111	Japanese Language I	5
JPN 112	Japanese Language II	5
JPN 211	Japanese Language III: AH4	3
JPN 212	Japanese Language IV: AH4	3
LIT 115	Introduction to Literature: AH2	3
LIT 125	Study of the Short Story	3
LIT 201	World Literature to 1600: AH2	3
LIT 202	World Literature after 1600: AH2	3
LIT 205	Ethnic Literature: AH2	3
LIT 211	American Literature to Civil War: AH2	3
LIT 212	American Literature after the Civil War: AH2	3
LIT 221	British Literature to 1770: AH2	3
LIT 222	British Literature since 1770: AH2	3
LIT 235	Science Fiction	3
LIT 246	Literature of Women	3
LIT 248	Native American Literature	3
LIT 255	Children's Literature	3
LIT 257	Literature & Film	3
LIT 268	Celtic Literature: AH2	3
MUS 100	Introduction to Music Theory I	3
MUS 110	Music Theory I	3
MUS 111	Music Theory II	3
MUS 112	Ear Training/Sight-singing I Lab	1
MUS 113	Ear Training/Sight-singing II Lab	1
MUS 120	Music Appreciation: AH1	3
MUS 121	Music History Medieval thru Classical Period: AH1	3
MUS 122	Music History Early Romantic Period to the Present: AH1	3
MUS 125	History of Jazz: AH1	3
MUS 126	History of Rock & Pop	3
MUS 131	Music Class I	2
MUS 132	Music Class II	2
MUS 133	Music Class III	2
MUS 134	Music Class IV	2
MUS 141	Private Instruction I	1
MUS 142	Private Instruction II	1
MUS 143	Private Instruction III	1
MUS 144	Private Instruction IV	1
MUS 151	Ensemble I	1
MUS 152	Ensemble II	1
MUS 153	Ensemble III	1
MUS 154	Ensemble IV	1
MUS 210	Music Theory III	3
MUS 211	Music Theory IV	3
MUS 212	Advanced Ear Training/Sight Singing Lab I	1
MUS 213	Advanced Ear Training/Sight Singing Lab II	1
MUS 232	Music Class II	2
MUS 233	Music Class III	2
MUS 234	Music Class IV	2
MUS 241	Private Instruction I	2
MUS 242	Private Instruction II	2
MUS 243	Private Instruction III	2
MUS 244	Private Instruction IV	2
MUS 251	Ensemble I	1
MUS 252	Ensemble II	1
MUS 253	Ensemble III	1
MUS 254	Ensemble IV	1
PHI 111	Introduction to Philosophy: AH3	3
PHI 112	Ethics: AH3	3
PHI 113	Logic: AH3	3
PHI 114	Comparative Religions: AH3	3
PHI 142	New Testament	3
PHI 201	Social & Political Philosophy	3
PHI 214	Philosophy of Religion: AH3	3
PHO 121	Photo-Image Capture I	3
PHO 226	Digital Workflow Management	3
PHO 234	View Camera/Lighting Technique	3
RUS 111	Russian Language I	5
RUS 112	Russian Language II	5
RUS 211	Russian Language III: AH4	3
RUS 212	Russian Language IV: AH4	3
SPA 111	Spanish Language I	5
SPA 112	Spanish Language II	5
SPA 211	Spanish Language III: AH4	3
SPA 212	Spanish Language IV: AH4	3
THE 105	Introduction to the Theatre Arts: AH1	5
THE 111	Acting I	3
THE 112	Acting II	3
THE 115	Stage Movement for Actors	3
THE 116	Technical Theatre	3
THE 126	Auditioning for Musical Theater	3
THE 130	Safety, Tools & Materials	3
THE 140	Stage Dialects	1
THE 144	Scene Study	1
THE 204	Voice & Articulation I	2
THE 205	Voice & Articulation II	2
THE 211	Development of Theatre Greek-Renaissance: AH1	3
THE 212	Development of Theatre to Modern: AH1	3
THE 213	Intermediate Acting I	3
THE 214	Intermediate Acting II	3
THE 215	Playwriting	3
THE 220	Directing I	3
THE 230	Directing II	3

Mathematics

MAT 120	Mathematics for the Liberal Arts: MA1	4
MAT 121	College Algebra: MA1	4
MAT 122	College Trigonometry: MA1	3
MAT 123	Finite Mathematics: MA1	4
MAT 125	Survey of Calculus: MA1	4
MAT 135	Introduction to Statistics: MA1	3
MAT 166	Pre-Calculus: MA1	5
MAT 179	Computer Applications for Statistical Procedures	1
MAT 201	Calculus I: MA1	5
MAT 202	Calculus II: MA1	5
MAT 203	Calculus III: MA1	4
MAT 204	Calculus III w/Engineering Applications: MA1	5
MAT 215	Discrete Mathematics: MA1	4
MAT 255	Linear Algebra	3
MAT 265	Differential Equations: MA1	3

Social and Behavioral Sciences

ANT 101	Cultural Anthropology: SS3	3
ANT 107	Introduction to Archaeology: SS3	3
ANT 111	Physical Anthropology: SS3	3
ANT 211	Cultural Resource Management	3
ANT 215	Indians of North America: SS3	3
ANT 221	Exploring Other Cultures I	3
ANT 222	Exploring Other Cultures II	3
ANT 225	Anthropology of Religion	3
ANT 255	Anthropology of Energy	3
ANT 263	Anthropology of Folklore	3
ECO 201	Principles of Macroeconomics: SS1	3
ECO 202	Principles of Microeconomics: SS1	3
ETH 200	Introduction to Ethnic Studies: SS3	3
GEO 105	World Regional Geography: SS2	3
GEO 106	Human Geography: SS2	3
HIS 101	Western Civilization: Antiquity-1650: HI1	3
HIS 102	Western Civilization: 1650-Present: HI1	3
HIS 111	The World: Antiquity–1650: HI1	3
HIS 112	The World: 1650-Present: HI1	3
HIS 201	U.S. History to Reconstruction: HI1	3
HIS 202	U.S. History since the Civil War: HI1	3
HIS 206	U.S. Family History & Genealogy	3
HIS 207	American Environmental History: HI1	3
HIS 208	American Indian History: HI1	3
HIS 209	History of the American Southwest	3

HIS 215	Women in U.S. History: HI1	3
HIS 225	Colorado History: HI1	3
HIS 235	History of the American West	3
HIS 236	U.S. History Since 1945: HI1	3
HIS 241	History of the Pikes Peak Region	3
HIS 243	History of Modern China: HI1	3
HIS 244	History of Latin American: HI1	3
HIS 247	20th Century World History: HI1	3
HIS 249	History of Islamic Civilization: HI1	3
HIS 255	The Middle Ages: HI1	3
HIS 260	U.S. Foreign Relations History: HI1	3
JOU 105	Introduction to Mass Media: SS3	3
POS 105	Introduction to Political Science: SS1	3
POS 111	American Government: SS1	3
POS 125	American State & Local Government: SS1	3
POS 205	International Relations: SS1	3
POS 215	Current Political Issues	3
POS 225	Comparative Government: SS1	3
PSY 101	General Psychology I: SS3	3
PSY 102	General Psychology II: SS3	3
PSY 106	Human Relations	3
PSY 112	Psychology of Adjustment	3
PSY 205	Psychology of Gender: SS3	3
PSY 217	Human Sexuality: SS3	3
PSY 226	Social Psychology: SS3	3
PSY 227	The Psychology of Death & Dying: SS3	3
PSY 235	Human Growth & Development: SS3	3
PSY 238	Child Development: SS3	3
PSY 245	Educational Psychology	3
PSY 247	Child Abuse & Neglect	3
PSY 249	Abnormal Psychology: SS3	3
PSY 265	Psychology of Personality	3
SOC 101	Introduction to Sociology I: SS3	3
SOC 102	Introduction to Sociology II: SS3	3
SOC 201	Introduction to Gerontology	3
SOC 205	Sociology of Family Dynamics: SS3	3
SOC 207	Environmental Sociology: SS3	3
SOC 215	Contemporary Social Problems: SS3	3
SOC 216	Sociology of Gender: SS3	3
SOC 218	Sociology of Diversity: SS3	3
SOC 220	Sociology of Religion: SS3	3
SOC 223	Chicanos in a Changing Society	3
SOC 231	The Sociology of Deviant Behavior: SS3	3
SOC 237	Sociology of Death & Dying: SS3	3

Physical and Life Sciences

AST 101	Astronomy I with Lab: SC1	4
AST 102	Astronomy II: SC1	4
BIO 105	Science of Biology: SC1	4
BIO 111	General College Biology I w/Lab: SC1	5
BIO 112	General College Biology II w/Lab: SC1	5
BIO 148	Basic Ecology	4
BIO 150	Animal Biology	4
BIO 154	Biology of Plants	4
BIO 201	Human Anatomy & Physiology I: SC1	4
BIO 202	Human Anatomy & Physiology II: SC1	4
BIO 204	Microbiology: SC1	4
BIO 216	Human Pathophysiology	4
CHE 101	Introduction to Chemistry I: SC1	5
CHE 102	Introduction to Chemistry II: SC1	5
CHE 105	Chemistry in Context: SC1	5
CHE 111	General College Chemistry I: SC1	5
CHE 112	General College Chemistry II: SC1	5
CHE 211	Organic Chemistry I	5
CHE 212	Organic Chemistry II	5
CSC 105	Computer Literacy	3
CSC 120	Problem Solving With (Software Package)	3
CSC 126	Game Design & Development	3
CSC 150	Visual Basic Programming	3
CSC 154	Introduction to MS Visual Basic .NET (OOP)	3
CSC 160	Computer Science I: (Language)	4
CSC 161	Computer Science II: (Language)	4
CSC 225	Computer Architecture/Assembly Language Programming	4
CSC 230	C Programming: Platform	3
CSC 240	Java Programming	4
ENV 101	Introduction to Environmental Science: SC1	4
GEO 111	Physical Geography–Landforms: SC1	4
GEO 112	Physical Geography: Weather & Climate: SC1	4
GEY 111	Physical Geology with Lab: SC1	4
GEY 121	Historical Geology with Lab: SC1	4
GEY 135	Environmental Geology	3
HWE 100	Human Nutrition	3
MET 150	General Meteorology: SC1	4
PHY 105	Conceptual Physics: SC1	4
PHY 111	Physics: Algebra-Based I w/Lab: SC1	5
PHY 112	Physics: Algebra-Based II w/Lab: SC1	5
PHY 211	Physics: Calculus-Based I w/Lab: SC1	5
PHY 212	Physics: Calculus-Based II w/Lab: SC1	5
SCI 155	Integrated Science I: SC1	4
SCI 156	Integrated Science II: SC1	4

Other Approved Electives

EDU 221	Introduction to Education	3
PED 102	Volleyball	1
PED 110	Fitness Center Activity I	1
PED 111	Fitness Center Activity II	1
PED 114	Walking & Jogging	1
PED 115	Body Sculpturing & Toning	1
PED 116	Weight Training	1
PED 121	Step Aerobics	1
PED 143	Tai Chi I	1
PED 144	Tai Chi II	1
PED 146	Martial Arts	1
PED 147	Yoga	1
PED 148	Yoga II	1
PED 210	Fitness Center Activity III	1
PED 211	Fitness Center Activity IV	1

Associate of Arts Degrees and Courses of Study

American Culture Studies

Associate of Arts Course of Study

Recommended basic skills standards are

- ENG 090
- REA 090

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

Courses marked with an asterisk [*] are not currently offered at PPCC.

Written Communication

Six (6) credit hours

GT-CO1: ENG 121	English Composition I: CO1	3
and		

GT-CO2: ENG 122	English Composition II: CO2	3
OR		
GT-CO2: ENG 122	English Composition II: CO2	(3)
and		
GT-CO3: ENG 201	English Composition III: CO3	(3)

Oral Communication
Three (3) credit hours

COM 115	Public Speaking	3
or		
COM 125	Interpersonal Communication	(3)
or		
COM 220	Intercultural Communication	(3)

Mathematics
Three (3) credit hours minimum (credit hours over three [3] will be applied to the electives category). Full list of requirements can be found on page 41.

Art and Humanities / Social and Behavioral Sciences
Eighteen (18) credit hours. Full list of requirements can be found on page 41.
Two guaranteed transfer Arts & Humanities courses from two different areas (AH1, AH2, AH3 or AH4)
Two guaranteed transfer Social & Behavioral Sciences courses from two different areas (SS1, SS2, SS3)
One guaranteed transfer course from History (HI1)
One additional course from Arts & Humanities or Social and Behavioral Sciences (AH1, AH2, AH3, AH4, HI1, SS1, SS2, SS3)

Natural and Physical Sciences
Seven (7) credit hours. Two (2) guaranteed transfer courses including at least one (1) lab course (SC1, SC2*). Additional credit hours over seven (7) will be applied to the electives category. Full list of requirements can be found on page 41.

Electives

Twenty-three (23) credit hours selected from the AA approved course list can be found on page 42.

Suggested Courses

ANT 101	Cultural Anthropology: SS3	3
ANT 215	Indians of North America: SS3	3
ANT 221	Exploring Other Cultures I	3
ANT 222	Exploring Other Cultures II	3
ANT 225	Anthropology of Religion	3
COM 220	Intercultural Communication	3
ETH 200	Introduction to Ethnic Studies: SS3	3
FOL	Foreign Language	5
GEO 105	World Regional Geography: SS2	3
GEO 106	Human Geography: SS2	3
HIS 208	American Indian History: HI1	3
HIS 249	History of Islamic Civilization: HI1	3
HUM 131	The Arts & Cultures of Mexico	3
HUM 236	North American Indian Arts	3
HUM 237	Hispanic Arts of the American Southwest	3
HUM 238	Sacred Images,Sacred Spaces:Southwestern U.S.	3
HUM 241	Asian Arts & Cultures	3
LIT 205	Ethnic Literature: AH2	3
LIT 248	Native American Literature	3
MUS 126	History of Rock & Pop	3
PHI 114	Comparative Religion: AH3	3
PHI 115	Religions of the West	3
PHI 116	Religions of the East	3
PHI 250	Eastern Wisdom	3
POS 205	International Relations: SS1	3
SOC 218	Sociology of Diversity: SS3	3
Total Credit Hours		**60**

Anthropology

Associate of Arts Course of Study

Recommended basic skills standards are

- ENG 090
- REA 090

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

Courses marked with an asterisk [*] are not currently offered at PPCC.

Written Communication
Six (6) credit hours

GT-CO1: ENG 121	English Composition I: CO1	3
and		
GT-CO2: ENG 122	English Composition II: CO2	3
OR		
GT-CO2: ENG 122	English Composition II: CO2	(3)
and		
GT-CO3: ENG 201	English Composition III: CO3	(3)

Oral Communication
Three (3) credit hours

COM 115	Public Speaking	3
or		
COM 125	Interpersonal Communication	(3)
or		
COM 220	Intercultural Communication	(3)

Mathematics
Three (3) credit hours minimum (credit hours over three [3] will be applied to the electives category). Full list of requirements can be found on page 41.

Suggested Courses

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

Art and Humanities / Social and Behavioral Sciences
Eighteen (18) credit hours. Full list of requirements can be found on page 41.
Two guaranteed transfer Arts & Humanities courses from two different areas (AH1, AH2, AH3 or AH4)
Two guaranteed transfer Social & Behavioral Sciences courses from two different areas (SS1, SS2, SS3)
Suggested Courses

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

HIS 111	The World: Antiquity-1500: HI1	3
HIS 112	The World: 1500-Present: HI1	3

One guaranteed transfer course from History (HI1)
One additional course from Arts & Humanities or Social and Behavioral Sciences (AH1, AH2, AH3, AH4, HI1, SS1, SS2, SS3).

Natural and Physical Sciences
Seven (7) credit hours. Two (2) guaranteed transfer courses including at least one (1) lab course (SC1, SC2*). Additional credit hours over seven (7) will be applied to the electives category. Full list of requirements can be found on page 41.

Suggested Courses

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

Electives

Twenty-three (23) credit hours selected from the AA approved course list can be found on page 42.

Suggested Courses

ANT 101	Cultural Anthropology: SS3	3
ANT 107	Introduction to Archaeology: SS3	3
ANT 111	Physical Anthropology: SS3	3
ANT 201	Introduction to Forensic Anthropology: SS3	3
ANT 211	Cultural Resource	3
ANT 215	Indians of North America: SS3	3
ANT 218	Archaeology of the Bible	3
ANT 221	Exploring Other Cultures I	3
ANT 222	Exploring Other Cultures II	3
ANT 280	Southwest Field Exploration	2
ECO 201	Principles of Macroeconomics: SS1	3
GEO 105	World Regional Geography: SS2	3
POS 105	Introduction to Political Science: SS1	3
PSY 101	General Psychology I: SS3	3
PSY 102	General Psychology II: SS3	3
SOC 101	Introduction to Sociology I: SS3	3
SOC 102	Introduction to Sociology II: SS3	3
Total Credit Hours		**60**

Art/Fine Art Photography

Associate of Arts Course of Study

Recommended basic skills standards are

- ENG 090
- MAT 030
- REA 090

The human being is a creative animal. The fountainhead of creativity lies in the imagination, which manifests itself in the projection of images. Art, then, is the language in images by which man communicates ideas and concepts of the self, others, and the universe. This program is designed to allow students to discover and develop themselves and their creativity in such mediums as drawing, painting, watercolor, and ceramics.

Courses marked with an asterisk [*] are not currently offered at PPCC.

Written Communication
Six (6) credit hours

GT-CO1: ENG 121	English Composition I: CO1	3
and		
GT-CO2: ENG 122	English Composition II: CO2	3
OR		
GT-CO2: ENG 122	English Composition II: CO2	(3)
and		
GT-CO3: ENG 201	English Composition III: CO3	(3)

Oral Communication
Three (3) credit hours

COM 115	Public Speaking	3
or		
COM 125	Interpersonal Communication	(3)
or		
COM 220	Intercultural Communication	(3)

Mathematics
Three (3) credit hours minimum (credit hours over three [3] will be applied to the electives category). Full list of requirements can be found on page 41.

Suggested Courses

MAT 120	Mathematics for the Liberal Arts: MA1	4

Art and Humanities / Social and Behavioral Sciences
Eighteen (18) credit hours. Full list of requirements can be found on page 41.
Two guaranteed transfer Arts & Humanities courses from two different areas (AH1, AH2, AH3 or AH4)
Two guaranteed transfer Social & Behavioral Sciences courses from two different areas (SS1, SS2, or SS3)
One guaranteed transfer course from History (HI1)
One additional course from Arts & Humanities or Social and Behavioral Sciences (AH1, AH2, AH3, AH4, HI1, SS1, SS2, or SS3)

Suggested Courses

GT-AH1 choose two

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

GT-AH3

PHI 112	Ethics: AH3	3
or		
PHI 113	Logic: AH3	(3)

Natural and Physical Sciences
Seven (7) credit hours. Two (2) guaranteed transfer courses including at least one (1) lab course (SC1, SC2*). Additional credit hours over seven (7) will be applied to the electives category. Full list of requirements can be found on page 41.

Suggested Courses

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

Electives

Twenty-three (23) credit hours selected from the AA approved course list can be found on page 42.

Suggested Courses

ART 121	Drawing I	3
ART 221	Drawing II	3
or		
ART 128	Figure Drawing I	(3)
ART 131	Visual Concepts 2-D Design	3
ART 132	Visual Concepts 3-D Design	3
ART 230	Color Theory	3
Total Credit Hours		**60**

Business Transfer

Associate of Arts Course of Study

Recommended basic skills standards are

- ENG 090
- MAT 090
- REA 090

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

State Articulated Track

Communications
Nine (9) credit hours

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

Art and Humanities
Six (6) credit hours: select two state guaranteed courses (AH1, AH2, AH3, AH4). Full list of requirements can be found on page 41.

GT-AH1:	ART 110, ART 111, ART 112, ART 207, DAN 125, MUS 120, MUS 121, MUS 122, MUS 123, MUS 125, THE 105, THE 211, THE 212
GT-AH2:	HUM 115, HUM 121, HUM 122, HUM 123, LIT 115, LIT 201, LIT 202, LIT 205, LIT 211, LIT 212, LIT 221, LIT 222, LIT 225, LIT 259*, LIT 268
GT-AH3:	PHI 111, PHI 112, PHI 113, PHI 114, PHI 214, PHI 218*, PHI 220*
GT-AH4:	FRE 211, FRE 212, GER 211, GER 212, ITA 211, ITA 212, JPN 211, JPN 212, RUS 211, RUS 212, SPA 211, SPA 212

Mathematics
Eight (8) credit hours

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

Social and Behavioral Sciences
Nine (9) credit hours. One state guaranteed History course. Full list of requirements can be found on page 41.

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

Physical and Life Sciences
Eight (8) credit hours: select two (2) courses (credits over eight [8] will be applied to the electives category). Full list of requirements can be found on page 41.

Business Requirements

ACC 121	Accounting Principles I	4
ACC 122	Accounting Principles II	4
BUS 115	Introduction to Business	3
BUS 216	Legal Environment of Business	3
BUS 217	Business Communication & Report Writing	3
BUS 226	Business Statistics	3
Total Credit Hours		**60**

Communication

Associate of Arts Course of Study

Recommended basic skills standards are

- ENG 090
- MAT 030
- REA 090

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

Courses marked with an asterisk [*] are not currently offered at PPCC.

Written Communication
Six (6) credit hours

GT-CO1: ENG 121	English Composition I: CO1	3
and		
GT-CO2: ENG 122	English Composition II: CO2	3
OR		
GT-CO2: ENG 122	English Composition II: CO2	(3)
and		
GT-CO3: ENG 201	English Composition III: CO3	(3)

Oral Communication
Three (3) credit hours

COM 115	Public Speaking	3
or		
COM 125	Interpersonal Communication	(3)
or		
COM 220	Intercultural Communication	(3)

Mathematics
Three (3) credit hours minimum (credit hours over three [3] will be applied to the electives category). Full list of requirements can be found on page 41.

Suggested Courses

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

Art and Humanities / Social and Behavioral Sciences
Eighteen (18) credit hours. Full list of requirements can be found on page 41.
Two guaranteed transfer Arts & Humanities courses from two different areas (AH1, AH2, AH3 or AH4)
Two guaranteed transfer Social & Behavioral Sciences courses from two different areas (SS1, SS2, or SS3)
One guaranteed transfer course from History (HI1)
One additional course from Arts & Humanities or Social and Behavioral Sciences (AH1, AH2, AH3, AH4, HI1, SS1, SS2, or SS3)

Natural and Physical Sciences
Seven (7) credit hours. Two (2) guaranteed transfer courses including at least one (1) lab course (SC1, SC2*). Additional credit hours over seven (7) will be applied to the electives category. Full list of requirements can be found on page 41.

Electives

Twenty-three (23) credit hours selected from the AA approved course list can be found on page 42.

Suggested Courses

HIS 201	U.S. History to Reconstruction: HI1	3
HIS 202	U.S. History since the Civil War: HI1	3
Any JOU prefix courses		
Any THE prefix courses		
Total Credit Hours		**60**

Dance

Associate of Arts Course of Study

Recommended basic skills standards are

- ENG 090
- MAT 060
- REA 090

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

Courses marked with an asterisk [*] are not currently offered at PPCC.

Written Communication
Six (6) credit hours

GT-CO1: ENG 121	English Composition I: CO1	3
and		
GT-CO2: ENG 122	English Composition II: CO2	3

OR

GT-CO2: ENG 122	English Composition II: CO2	(3)
and		
GT-CO3: ENG 201	English Composition III: CO3	(3)

Oral Communication
Three (3) credit hours

COM 115	Public Speaking	3
or		
COM 125	Interpersonal Communication	(3)
or		
COM 220	Intercultural Communication	(3)

Mathematics
Three (3) credit hours minimum (credit hours over three [3] will be applied to the electives category). Full list of requirements can be found on page 41.

Art and Humanities / Social and Behavioral Sciences
Eighteen (18) credit hours. Full list of requirements can be found on page 41.
Two guaranteed transfer Arts & Humanities courses from two different areas (AH1, AH2, AH3 or AH4)
Two guaranteed transfer Social & Behavioral Sciences courses from two different areas (SS1, SS2, or SS3)
One guaranteed transfer course from History (HI1)
One additional course from Arts & Humanities or Social and Behavioral Sciences (AH1, AH2, AH3, AH4, HI1, SS1, SS2, or SS3)

Suggested Courses

GT-AH1		
DAN 125	History of Dance I: AH1	3
MUS 120	Music Appreciation: AH1	3
MUS 121	Music History Medieval thru Classical Period: AH1	3
MUS 122	Music History Early Romantic Period to the Present: AH1	3
GT-AH2		
HUM 122	Medieval to Modern: AH2	3
HUM 123	The Modern World: AH2	3
GT-AH3		
PHI 111	Introduction to Philosophy: AH3	3
PHI 112	Ethics: AH3	3

Natural and Physical Sciences
Seven (7) credit hours. Two (2) guaranteed transfer courses including at least one (1) lab course (SC1, SC2*). Additional credit hours over seven (7) will be applied to the electives category. Full list of requirements can be found on page 41.

Suggested Courses

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

Electives

Twenty-three (23) credit hours selected from the AA approved course list can be found on page 42.

Suggested Courses

DAN 111	Modern Dance I	1
DAN 112	Modern Dance II	2
DAN 113	Modern Dance III	2
DAN 121	Jazz I	1
DAN 122	Jazz II	2
DAN 123	Jazz III	2
DAN 131	Ballet I	1
DAN 132	Ballet II	2
DAN 133	Ballet III	2

DAN 141	Ballroom Dance I	1
DAN 151	Belly Dance I	1
DAN 152	Belly Dance II	1
DAN 211	Dance Composition	3
DAN 221	Dance Performance I	2
MUS 100	Fundamentals of Music	3
Total Credit Hours		**60**

Early Childhood Education Teacher Preparation

Associate of Arts Course of Study

Recommended basic skills standards are

- ENG 090
- MAT 099
- REA 090

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

All students registered for ECE classes, both lecture-based and practicum-based courses, must submit to a criminal background check the first semester of enrollment. This process is completed online through the PPCC Human Resources Department, with an associated cost for the background check service. Further instructions are available on the ECE home page and will be provided the first day of class.

State Articulated Track

Communications

Nine (9) credit hours

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

Art and Humanities

Six (6) credit hours

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

Mathematics

Six (6) credit hours. Choose one track below

Track 1

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

Track 2

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

Social and Behavioral Sciences

Nine (9) credit hours

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

Physical and Life Sciences

Eight (8) credit hours. Choose one track

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

Early Childhood Requirements

Sixteen (16) credit hours

ECE 101	Introduction to Early Childhood Education	3
ECE 102	Intro to Early Childhood Education Lab Techniques	3
ECE 205	Nutrition, Health & Safety	3
ECE 238	Child Growth & Development	3
ECE 241	Administration: Human Relations for Early Childhood Education	3
ECE 188	Practicum*	1
or		
ECE 209	Observing & Utilizing Young Children's Assessment Instruments	(1)
or		
ECE 236	Child Growth/Development Laboratory*	(1)

Courses marked with an asterisk [*] are not currently offered at PPCC.

Electives

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

Total Credit Hours	**60**

Elementary Education [Teacher] Preparation

Associate of Arts Course of Study

- Recommended basic skills standards are
- ENG 090
- MAT 090
- REA 090

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

State Articulated Track

Communications

Nine (9) credit hours

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

Art and Humanities

Three (3) credit hours

LIT 115	Introduction to Literature: AH2	3
or		
LIT 201	World Literature to 1600: AH2	(3)
or		
LIT 202	World Literature after 1600: AH2	(3)

Mathematics

Six (6) credit hours

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

Social and Behavioral Sciences
Nine (9) credit hours

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

Physical and Life Sciences
Eight (8) credit hours

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

Education Requirements
Six (6) credit hours

EDU 221	Introduction to Education	3
PSY 238	Child Development: SS3	3

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

Total Credit Hours **60**

English

Associate of Arts Course of Study

Recommended basic skills standards are

- ENG 090
- REA 090

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

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

Courses marked with an asterisk [*] are not currently offered at PPCC.

Written Communication
Six (6) credit hours

GT-CO1: ENG 121	English Composition I: CO1	3
and		
GT-CO2: ENG 122	English Composition II: CO2	3
OR		
GT-CO2: ENG 122	English Composition II: CO2	(3)
and		
GT-CO3: ENG 201	English Composition III: CO3	(3)

Oral Communication
Three (3) credit hours

COM 115	Public Speaking	3
or		
COM 125	Interpersonal Communication	(3)
or		
COM 220	Intercultural Communication	(3)

Mathematics
Three (3) credit hours minimum (credit hours over three [3] will be applied to the electives category). Full list of requirements can be found on page 41.

Suggested Courses

MAT 120	Mathematics for the Liberal Arts: MA1	4

Art and Humanities / Social and Behavioral Sciences
Eighteen (18) credit hours. Full list of requirements can be found on page 41.
Two guaranteed transfer Arts & Humanities courses from two different areas (AH1, AH2, AH3 or AH4)
Two guaranteed transfer Social & Behavioral Sciences courses from two different areas (SS1, SS2, or SS3)
One guaranteed transfer course from History (HI1)
One additional course from Arts & Humanities or Social and Behavioral Sciences (AH1, AH2, AH3, AH4, HI1, SS1, SS2, or SS3)

Suggested Courses

GT-AH1		
ART 110	Art Appreciation: AH1	3
ART 111	Art History Ancient to Medieval: AH1	3
ART 112	Art History Renaissance to 1900: AH1	3
MUS 120	Music Appreciation: AH1	3
MUS 121	Music History Medieval thru Classical Period: AH1	3
MUS 122	Music History Early Romantic Period to the Present: AH1	3
THE 105	Introduction to Theatre Arts: AH1	3
THE 211	Development of Theatre Greek-Renaissance: AH1	3
THE 212	Development of Theatre to Modern: AH1	3
GT-AH2		
LIT 115	Introduction to Literature: AH2	3
LIT 201	World Literature to 1600: AH2	3
LIT 202	World Literature after 1600: AH2	3
LIT 221	British Literature to 1770: AH2	3
LIT 222	British Literature since 1770: AH2	3
GT-AH3		
PHI 111	Introduction to Philosophy: AH3	3
PHI 112	Ethics: AH3	3
PHI 113	Logic: AH3	3
GT-S1		
ECO 201	Principles of Macroeconomics: SS1	3
ECO 202	Principles of Microeconomics: SS1	3
POS 105	Introduction to Political Science: SS1	3
POS 111	American Government: SS1	3
GT-SS2		
GEO 105	World Regional Geography: SS2	3
GT-SS3		
ANT 101	Cultural Anthropology: SS3	3
ANT 111	Physical Anthropology: SS3	3
PSY 101	General Psychology I: SS3	3
PSY 102	General Psychology II: SS3	3
SOC 101	Introduction to Sociology I: SS3	3
SOC 102	Introduction to Sociology II: SS3	3
GT-HI1		
HIS 101	Western Civilization: Antiquity-1650: HI1	3
HIS 102	Western Civilization: 1650-Present: HI1	3
HIS 201	U.S. History to Reconstruction: HI1	3
HIS 202	U.S. History since the Civil War: HI1	3

Natural and Physical Sciences
Seven (7) credit hours. Two (2) guaranteed transfer courses including at least one (1) lab course (SC1, SC2*). Additional credit hours over seven (7) will be applied to the electives category. Full list of requirements can be found on page 41.

Electives

Twenty-three (23) credit hours selected from the AA approved course list can be found on page 42.

Suggested Courses

ENG 221	Creative Writing I	3
ENG 222	Creative Writing II	3
*FOL 211	Foreign Language III (as appropriate)	3
*FOL 212	Foreign Language IV (as appropriate)	3
HUM 115	World Mythology: AH2	3
HUM 121	Early Civilizations: AH2	3
HUM 122	Medieval to Modern: AH2	3
HUM 123	The Modern World: AH2	3
LIT 125	Study of the Short Story	3
LIT 211	American Literature to Civil War: AH2	3
LIT 212	American Literature After the Civil War: AH2	3
LIT 246	Literature of Women	3
LIT 248	Native American Literature	3
LIT 257	Literature & Film	3
LIT 268	Celtic Literature: AH2	3
Total Credit Hours		**60**

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

Environmental Studies

Associate of Arts Course of Study

Recommended basic skills standards are

- ENG 090
- REA 090

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

Courses marked with an asterisk [*] are not currently offered at PPCC.

Written Communication

Six (6) credit hours

GT-CO1: ENG 121	English Composition I: CO1	3
and		
GT-CO2: ENG 122	English Composition II: CO2	3
OR		
GT-CO2: ENG 122	English Composition II: CO2	(3)
and		
GT-CO3: ENG 201	English Composition III: CO3	(3)

Oral Communication

Three (3) credit hours

COM 115	Public Speaking	3
or		
COM 125	Interpersonal Communication	(3)
or		
COM 220	Intercultural Communication	(3)

Mathematics

Three (3) credit hours minimum (credit hours over three [3] will be applied to the electives category). Full list of requirements can be found on page 41.

Suggested Courses

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

Art and Humanities / Social and Behavioral Sciences

Eighteen (18) credit hours. Full list of requirements can be found on page 41.

Two guaranteed transfer Arts & Humanities courses from two different areas (AH1, AH2, AH3 or AH4)

Two guaranteed transfer Social & Behavioral Sciences courses from two different areas (SS1, SS2, or SS3)

One guaranteed transfer course from History (HI1)

One additional course from Arts & Humanities or Social and Behavioral Sciences (AH1, AH2, AH3, AH4, HI1, SS1, SS2, or SS3)

Suggested Courses

GT-AH1		
ART 110	Art Appreciation: AH1	3
ART 111	Art History Ancient to Medieval: AH1	3
ART 112	Art History Renaissance to 1900: AH1	3
MUS 120	Music Appreciation: AH1	3
GT-AH2		
LIT 115	Introduction to Literature: AH2	3
GT-AH3		
PHI 111	Introduction to Philosophy: AH3	3
PHI 112	Ethics: AH3	3
GT-SS1		
POS 105	Introduction to Political Science: SS1	3
GT-SS2		
GEO 105	World Regional Geography: SS2	3
GT-SS3		
ANT 101	Cultural Anthropology: SS3	3
ANT 107	Introduction to Archaeology: SS3	3
ANT 111	Physical Anthropology: SS3	3
GT-HI1		
HIS 201	U.S. History to Reconstruction: HI1	3
HIS 202	U.S. History since the Civil War: HI1	3
HIS 208	American Indian History: HI1	3
HIS 225	Colorado History: HI1	3

Natural and Physical Sciences

Seven (7) credit hours. Two (2) guaranteed transfer courses including at least one (1) lab course (SC1, SC2*). Additional credit hours over seven (7) will be applied to the electives category. Full list of requirements can be found on page 41.

Suggested Courses

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

Electives

Twenty-three (23) credit hours selected from the AA approved course list can be found on page 42.

Suggested Courses

ANT 101	Cultural Anthropology: SS2	3
ANT 107	Introduction to Archaeology: SS3	3
ANT 111	Physical Anthropology: SS3	3
ANT 211	Cultural Resource Management	3
ANT 215	Indians of North America: SS3	3
ANT 218	Archaeology of the Bible	3
ANT 221	Exploring Other Cultures I	3
ANT 222	Exploring Other Cultures II	3
ANT 280	Southwest Field Exploration	2
ART 121	Drawing I	3
BIO 148	Basic Ecology	4
BIO 149	Plant Taxonomy	4
BIO 150	Animal Biology	4
BIO 204	Microbiology: SC1	4
COM 214	Natural Resource Interpretation Communication	3
GEO 111	Physical Geography-Landforms: SC1	4
HIS 207	American Environmental History: HI1	3
HIS 209	History of the American Southwest	3
HIS 235	History of the American West	3
HIS 241	History of the Pikes Peak Region	3
JOU 121	Photojournalism	3
LIT 211	American Literature to Civil War: AH2	3
LIT 212	American Literature After the Civil War: AH2	3
POS 125	American State and Local Government: SS1	3
Total Credit Hours		**60**

Foreign Language

Associate of Arts Course of Study

Recommended basic skills standards are

- ENG 090
- REA 090

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

Students who have studied French, German, or Spanish in high school or who have lived in a country where one of those languages is spoken can take a placement test before enrolling in a course in that language. There is a general placement test for these three languages, and a national placement test, and a national placement test, the CLEP if a student would like to receive credit for any 100-level classes. All native speakers of a language other than English must have permission of a full-time foreign language faculty member before enrolling in a course in their native language.

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

Courses marked with an asterisk [*] are not currently offered at PPCC.

Written Communication

Six (6) credit hours

GT-CO1: ENG 121	English Composition I: CO1	3
and		
GT-CO2: ENG 122	English Composition II: CO2	3
OR		
GT-CO2: ENG 122	English Composition II: CO2	(3)
and		
GT-CO3: ENG 201	English Composition III: CO3	(3)

Oral Communication

Three (3) credit hours

COM 115	Public Speaking	3
or		
COM 125	Interpersonal Communication	(3)
or		
COM 220	Intercultural Communication	(3)

Mathematics

Three (3) credit hours minimum (credit hours over three [3] will be applied to the electives category). Full list of requirements can be found on page 41.

Art and Humanities / Social and Behavioral Sciences

Eighteen (18) credit hours. Full list of requirements can be found on page 41.

Two guaranteed transfer Arts & Humanities courses from two different areas (AH1, AH2, AH3 or AH4)

Two guaranteed transfer Social & Behavioral Sciences courses from two different areas (SS1, SS2, or SS3)

One guaranteed transfer non-U.S. History course from History (HI1)

One additional course from Arts & Humanities or Social and Behavioral Sciences (AH1, AH2, AH3, AH4, HI1, SS1, SS2, or SS3)

GT-AH4

FOL 211	Foreign Language III*	3
FOL 212	Foreign Language IV*	3

Natural and Physical Sciences

Seven (7) credit hours. Two (2) guaranteed transfer courses including at least one (1) lab course (SC1, SC2*). Additional credit hours over seven (7) will be applied to the electives category. Full list of requirements can be found on page 41.

Electives

Twenty-three (23) credit hours selected from the AA approved course list can be found on page 42.

Ten (10) credit hours

FOL 111	Foreign Language I*	5
FOL 112	Foreign Language II*	5

Thirteen (13) credit hours selected from the AA approved course list. Suggested courses include 200-level FOL courses and courses outside the chosen FOL department with content related to the FOL-speaking world.

Total Credit Hours **60**

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

Geography

Associate of Arts Course of Study

Recommended basic skills standards are

- ENG 090
- MAT 090
- REA 090

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

Courses marked with an asterisk [*] are not currently offered at PPCC.

Written Communication
Six (6) credit hours

GT-CO1: ENG 121	English Composition I: CO1	3
and		
GT-CO2: ENG 122	English Composition II: CO2	3
OR		
GT-CO2: ENG 122	English Composition II: CO2	(3)
and		
GT-CO3: ENG 201	English Composition III: CO3	(3)

Oral Communication
Three (3) credit hours

COM 115	Public Speaking	3
or		
COM 125	Interpersonal Communication	(3)
or		
COM 220	Intercultural Communication	(3)

Mathematics
Three (3) credit hours minimum (credit hours over three [3] will be applied to the electives category). Full list of requirements can be found on page 41.

Suggested Courses

MAT 135	Introduction to Statistics: MA1	3

Art and Humanities / Social and Behavioral Sciences
Eighteen (18) credit hours. Full list of requirements can be found on page 41.
Two guaranteed transfer Arts & Humanities courses from two different areas (AH1, AH2, AH3 or AH4)
Two guaranteed transfer Social & Behavioral Sciences courses from two different areas (SS1, SS2, or SS3)
One guaranteed transfer course from History (HI1)
One additional course from Arts & Humanities or Social and Behavioral Sciences (AH1, AH2, AH3, AH4, HI1, SS1, SS2, or SS3)

Suggested Courses

GT-SS2

GEO 105	World Regional Geography: SS2	3
GEO 106	Human Geography: SS2	3

GT-SS3

ANT 111	Physical Anthropology: SS3	3

Natural and Physical Sciences
Seven (7) credit hours. Two (2) guaranteed transfer courses including at least one (1) lab course (SC1, SC2*). Additional credit hours over seven (7) will be applied to the electives category. Full list of requirements can be found on page 41.

Suggested Courses

GEO 111	Physical Geography-Landforms: SC1	4
GEO 112	Physical Geography-Weather & Climate: SC1	4

Electives

Twenty-three (23) credit hours selected from the AA approved course list can be found on page 42.

Suggested Courses

GEY 111	Physical Geology with Lab: SC1	4
MET 150	General Meteorology: SC1	4
Total Credit Hours		**60**

History

Associate of Arts Degree with Designation

Recommended basic skills standards are

- ENG 090
- REA 090

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

Students may follow the degree with designation in History or transfer guide in History to a particular four-year college/university. Consult your Faculty Advisor to assist you in determining the best pathway for you. Courses marked with an asterisk [*] are not currently offered at PPCC.

Written Communication
Six (6) credit hours

GT-CO1: ENG 121	English Composition I: CO1	3
and		
GT-CO2: ENG 122	English Composition II: CO2	3
OR		
GT-CO2: ENG 122	English Composition II: CO2	(3)
and		
GT-CO3: ENG 201	English Composition III: CO3	(3)

Oral Communication
Three (3) credit hours

COM 115	Public Speaking	3
or		
COM 125	Interpersonal Communication	(3)

Mathematics
Three (3) credit hours
GT-MA1: MAT 120, MAT 121, MAT 122, MAT 123, MAT 125, MAT 135, MAT 166, MAT 201, MAT 202, MAT 203, MAT 204, MAT 215, MAT 261*, MAT 265

History
Three (3) credit hours

HIS 101	Western Civilization:Antiquity-1650 HI1	3
or		
HIS 111	The World: Antiquity-1500: HI1	(3)

Students planning to transfer to the University of Colorado at Boulder must take either HIS 101 or HIS 102 to fulfill this requirement.

Art and Humanities
Nine (9) credit hours
Three guaranteed transfer courses from two different areas (AH1, AH2, AH3 or AH4)
GT-AH1: ART 110, ART 111, ART 112, ART 207, DAN 125, MUS 120, MUS 121, MUS 122, MUS 123, MUS 125, THE 105, THE 211, THE 212
GT-AH2: HUM 115, HUM 121, HUM 122, HUM 123, LIT 115, LIT 201, LIT 202, LIT 205, LIT 211, LIT 212, LIT 221, LIT 222, LIT 225, LIT 259*, LIT 268
GT-AH3: PHI 111, PHI 112, PHI 113, PHI 114, PHI 214, PHI 218*, PHI 220*
GT-AH4: FRE 211, FRE 212, GER 211, GER 212, ITA 211, ITA 212, JPN 211, JPN 212, RUS 211, RUS 212, SPA 211, SPA 212
Students planning to transfer to CSU-Ft. Collins are advised to complete at least two semesters of one college level foreign language.

Social and Behavioral Sciences
Six (6) credit hours
Two guaranteed transfer courses from (GT-SS1, GT-SS2, GT-SS3)
GT-SS1: AGE 102, ECO 101*, ECO 201, ECO 202, ECO 245, POS 105, POS 111, POS 125, POS 205, POS 225
GT-SS2: GEO 105, GEO 106
GT-SS3: AGR 260*, ANT 101, ANT 107, ANT 108*, ANT 111, ANT 201, ANT 215, ANT 250*, ETH 200, JOU 105, PSY 101, PSY 102, PSY 205, PSY 217, PSY 226, PSY 227, PSY 235, PSY 238, PSY 240*, PSY 249, SOC 101, SOC 102, SOC 205, SOC 207, SOC 215, SOC 218, SOC 220, SOC 216, SOC 231, SOC 237, WST 200*, WST 225*, WST 240*

Natural and Physical Sciences
Seven (7) credit hours
Two (2) guaranteed transfer courses including at least one (1) lab course (SC1, SC2*)
GT-SC1: AGY 240, AST 101, AST 102, BIO 105, BIO 111, BIO 112, BIO 201, BIO 202, BIO 204, BIO 208*, BIO 220*, BIO 221*, CHE 101, CHE 102, CHE 105*, CHE 111, CHE 112, ENV 101, GEO 111, GEO 112, GEY 111, GEY 121, MET 150, NRE 251*, PHY 105*, PHY 107*, PHY 111, PHY 112, PHY 211, PHY 212, SCI 155, SCI 156
*Students choosing to take SCI 155 must also take SCI 156 to satisfy this requirement.
Other required courses
Twelve (12) credit hours

HIS 102	Western Civilization:1650-Present: HI1	3
HIS 112	The World: 1500-Present: HI1	3
HIS 201	U.S. History to Reconstruction: HI1	3
HIS 202	U.S. History since the Civil War: HI1	3
One (1) additional GT-HI1 History course from list below		3

GT-HI1: HIS 101, HIS 102, HIS 111, HIS 112, HIS 208, HIS 215, HIS 225, HIS 236, HIS 243*, HIS 244, HIS 245*, HIS 247, HIS 249, HIS 255, HIS 260

Electives

Eleven (11) credit hours selected from the AA approved course list.

Total Credit Hours **60**

Humanities

Associate of Arts Course of Study

Recommended basic skills standards are

- ENG 090
- MAT 030
- REA 090

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

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

Courses marked with an asterisk [*] are not currently offered at PPCC.

Written Communication
Six (6) credit hours

GT-CO1: ENG 121	English Composition I: CO1	3
and		
GT-CO2: ENG 122	English Composition II: CO2	3
OR		
GT-CO2: ENG 122	English Composition II: CO2	(3)
and		
GT-CO3: ENG 201	English Composition III: CO3	(3)

Oral Communication
Three (3) credit hours

COM 115	Public Speaking	3
or		
COM 125	Interpersonal Communication	(3)
or		
COM 220	Intercultural Communication	(3)

Mathematics
Three (3) credit hours minimum (credit hours over three [3] will be applied to the electives category). Full list of requirements can be found on page 41.

Suggested Courses

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

Art and Humanities / Social and Behavioral Sciences
Eighteen (18) credit hours. Full list of requirements can be found on page 41.
Two guaranteed transfer Arts & Humanities courses from two different areas (AH1, AH2, AH3 or AH4)
Two guaranteed transfer Social & Behavioral Sciences courses from two different areas (SS1, SS2, or SS3)
One guaranteed transfer course from History (HI1)
One additional course from Arts & Humanities or Social and Behavioral Sciences (AH1, AH2, AH3, AH4, HI1, SS1, SS2, or SS3)

Suggested Courses

GT-AH2

HUM 115	World Mythology: AH2	3
HUM 121	Early Civilizations: AH2	3
HUM 122	Medieval to Modern: AH2	3
HUM 123	The Modern World: AH2	3

GT-AH3

PHI 111	Introduction to Philosophy: AH3	3

Natural and Physical Sciences
Seven (7) credit hours. Two (2) guaranteed transfer courses including at least one (1) lab course (SC1, SC2*). Additional credit hours over seven (7) will be applied to the electives category. Full list of requirements can be found on page 41.

Electives

Twenty-three (23) credit hours selected from the AA approved course list can be found on page 42.

Suggested Courses

ANT 101	Cultural Anthropology: SS3	3
DAN 111	Modern Dance I	1
DAN 125	History of Dance I: AH1	3
DAN 131	Ballet I	1
HUM 131	The Arts & Cultures of Mexico	3
HUM 236	North American Indian Arts	3
HUM 238	Sacred Images,Sacred Places:Southwestern U.S.	3
LIT 115	Introduction to Literature: AH2	3
LIT 201	World Literature to 1600: AH2	3
LIT 205	Ethnic Literature: AH2	3
PED 143	Tai Chi	1
PED 147	Yoga	1
Total Credit Hours		**60**

Journalism

Associate of Arts Course of Study

Recommended basic skills standards are

- ENG 090
- REA 090

From the early days of our nation, the Founding Fathers realized the importance of a free press. Through the Civil Rights Movement and our present Information Age, journalism has played a vital role in our nation's well-being. Journalists witness and record our lives. Journalism also makes a great partner for those pursuing other careers. It is learning how to write and then developing an expertise in a cognate area, such as business, science, law, the performing arts, literature, and the social and behavioral sciences.

Many of our authors, including Ernest Hemingway, Tom Clancy, Erma Bombeck, Edna Buchanan, Dave Barry, Mary Brody, Katherine Anne Porter and Stephen King, began their careers as reporters. Photojournalists, as well as reporters, have served as historians by recording messages and providing images for future generations.

Journalism studies at PPCC focus on the study of mass media, reporting and magazine writing. Students will learn to interview, research and write features, newspaper and magazine articles, headlines, news releases, and advertisements. Courses in digital photography are also available for PPCC journalism students. If interest is sufficient, students can develop their design skills by working on the online school newspaper, The Pikes Peak News. Along with specific journalism courses, journalism students are encouraged to gain a general education background and start a portfolio of their work. After completing the journalism program at PPCC, students transferring to four-year colleges have a variety of career writing and mass communication options to pursue.

Students enrolled in the PPCC journalism program can earn an associate of arts degree. The majority of our journalism courses are guaranteed transfer to any state four-year college or university. We recommend that you consult with your faculty advisor to choose the journalism courses that fit the emphasis you are interested in, i.e. news/editorial, advertising/public relations, multimedia.

Courses marked with an asterisk [*] are not currently offered at PPCC.

Written Communication
Six (6) credit hours

GT-CO1: ENG 121	English Composition I: CO1	3
and		
GT-CO2: ENG 122	English Composition II: CO2	3
OR		
GT-CO2: ENG 122	English Composition II: CO2	(3)
and		
GT-CO3: ENG 201	English Composition III: CO3	(3)

Oral Communication
Three (3) credit hours

COM 115	Public Speaking	3
or		
COM 125	Interpersonal Communication	(3)
or		
COM 220	Intercultural Communication	(3)

Mathematics
Three (3) credit hours minimum (credit hours over three [3] will be applied to the electives category). Full list of requirements can be found on page 41.

Suggested Courses

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

Art and Humanities / Social and Behavioral Sciences
Eighteen (18) credit hours. Full list of requirements can be found on page 41.
Two guaranteed transfer Arts & Humanities courses from two different areas (AH1, AH2, AH3 or AH4)
Two guaranteed transfer Social & Behavioral Sciences courses from two different areas (SS1, SS2, or SS3)
One guaranteed transfer course from History (HI1)
One additional course from Arts & Humanities or Social and Behavioral Sciences (AH1, AH2, AH3, AH4, HI1, SS1, SS2, or SS3)

Suggested Courses

GT-AH1

ART 111	Art History Ancient to Medieval: AH1	3
ART 112	Art History Renaissance to 1900: AH1	3
MUS 120	Music Appreciation: AH1	3

MUS 121	Music History Medieval thru Classical Period: AH1	3
MUS 122	Music History Early Romantic Period to the Present: AH1	3
THE 105	Introduction to Theatre Arts: AH1	3
GT-AH2		
HUM 121	Early Civilizations: AH2	3
HUM 122	Medieval to Modern: AH2	3
HUM 123	The Modern World: AH2	3
LIT 115	Introduction to Literature: AH2	3
LIT 201	World Literature to 1600: AH2	3
LIT 202	World Literature after 1600: AH2	3
LIT 221	British Literature to 1770: AH2	3
LIT 222	British Literature Since 1770: AH2	3
GT-AH3		
PHI 111	Introduction to Philosophy: AH3	3
PHI 112	Ethics: AH3	3
GT-SS1		
ECO 201	Principles of Macroeconomics: SS1	3
ECO 202	Principles of Microeconomics: SS1	3
POS 105	Introduction to Political Science: SS1	3
POS 111	American Government: SS1	3
GT-SS2		
GEO 105	World Regional Geography: SS2	3
GT-SS3		
JOU 105	Introduction to Mass Media: SS3	3
SOC 101	Introduction to Sociology I: SS3	3
GT-HI1		
HIS 101	Western Civilization: Antiquity-1650: HI1	3
HIS 102	Western Civilization: 1650-Present: HI1	3
HIS 201	U.S. History to Reconstruction: HI1	3
HIS 202	U.S. History since the Civil War: HI1	3

Natural and Physical Sciences

Seven (7) credit hours. Two (2) guaranteed transfer courses including at least one (1) lab course (SC1, SC2*). Additional credit hours over seven (7) will be applied to the electives category. Full list of requirements can be found on page 41.

Electives

Twenty-three (23) credit hours selected from the AA approved course list can be found on page 42.

Suggested Courses

ART 138	Film Photography I	3
ART 139	Digital Photography I	3
JOU 105	Introduction to Mass Media: SS3	3
JOU 106	Fundamentals of Reporting	3
JOU 215	Publications Production & Design	3
JOU 241	Feature and Magazine Writing	3
JOU 280	Internship	3
Total Credit Hours		**60**

Literature

Associate of Arts Course of Study

Recommended basic skills standards are

- ENG 090
- REA 090

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

Courses marked with an asterisk [*] are not currently offered at PPCC.

Written Communication

Six (6) credit hours

GT-CO1: ENG 121	English Composition I: CO1	3
and		
GT-CO2: ENG 122	English Composition II: CO2	3
OR		
GT-CO2: ENG 122	English Composition II: CO2	(3)
and		
GT-CO3: ENG 201	English Composition III: CO3	(3)

Oral Communication

Three (3) credit hours

COM 115	Public Speaking	3
or		
COM 125	Interpersonal Communication	(3)
or		
COM 220	Intercultural Communication	(3)

Mathematics

Three (3) credit hours minimum (credit hours over three [3] will be applied to the electives category). Full list of requirements can be found on page 41.

Suggested Courses

MAT 120	Mathematics for the Liberal Arts: MA1	4

Art and Humanities / Social and Behavioral Sciences

Eighteen (18) credit hours. Full list of requirements can be found on page 41.

Two guaranteed transfer Arts & Humanities courses from two different areas (AH1, AH2, AH3 or AH4)

Two guaranteed transfer Social & Behavioral Sciences courses from two different areas (SS1, SS2, or SS3)

One guaranteed transfer course from History (HI1)

One additional course from Arts & Humanities or Social and Behavioral Sciences (AH1, AH2, AH3, AH4, HI1, SS1, SS2, or SS3)

Suggested Courses

GT-AH1		
ART 110	Art Appreciation: AH1	3
THE 105	Introduction to Theatre Arts: AH1	3
GT-AH2		
HUM 121	Early Civilizations: AH2	3
HUM 122	Medieval to Modern: AH2	3
LIT 115	Introduction to Literature: AH2	3
LIT 201	World Literature to 1600: AH2	3
LIT 202	World Literature after 1600: AH2	3
LIT 211	American Literature to the Civil War: AH2	3
LIT 212	American Literature after the Civil War: AH2	3
LIT 221	British Literature to 1770: AH2	3
LIT 222	British Literature since 1770: AH2	3
GT-AH3		
PHI 111	Introduction to Philosophy: AH3	3
PHI 114	Comparative Religions: AH3	3
GT-SS1		
POS 111	American Government: SS1	3
GT-SS2		
GEO 105	World Regional Geography: SS2	3

GT-SS3

ANT 101	Cultural Anthropology: SS3	3
PSY 101	General Psychology I: SS3	3
SOC 101	Introduction to Sociology I: SS3	3

GT-HI1

HIS 101	Western Civilization: Antiquity-1650: HI1	3
HIS 102	Western Civilization: 1650-Present: HI1	3
HIS 111	The World: Antiquity-1500: HI1	3
HIS 112	The World: 1500-Present: HI1	3
HIS 255	The Middle Ages: HI1	3

Natural and Physical Sciences

Seven (7) credit hours. Two (2) guaranteed transfer courses including at least one (1) lab course (SC1, SC2*). Additional credit hours over seven (7) will be applied to the electives category. Full list of requirements can be found on page 41.

Electives

Twenty-three (23) credit hours selected from the AA approved course list can be found on page 42.

Suggested Courses

ENG 221	Creative Writing I	3
ENG 222	Creative Writing II	3
ENG 230	Creative Nonfiction	3
HUM 103	Introduction to Film Art	3
HUM 115	World Mythology: AH2	3
HUM 121	Early Civilizations: AH2	3
HUM 122	Medieval to Modern: AH2	3
HUM 123	The Modern World: AH2	3
LIT 115	Introduction to Literature: AH2	3
LIT 205	Ethnic Literature: AH2	3
LIT 211	American Literature to Civil War: AH2	3
LIT 212	American Literature After the Civil War: AH2	3
LIT 225	Introduction to Shakespeare: AH2	3
LIT 268	Celtic Literature: AH2	3
Total Credit Hours		**60**

Music

Associate of Arts Course of Study

Recommended basic skills are:

- ENG 090
- MAT 030
- REA 090

Music, as all of the arts, is an expression and transcendence of the human experience. Music courses serve as an introduction into the examination of sound as a vibrant art form as well as to provide training in performance and composition. The Music Department's offerings of humanities and performance classes are open to all students beginning through advanced. Consultation with the program director is recommended for course placement while consultation with the program director is required for applied music study.

Courses marked with an asterisk [*] are not currently offered at PPCC.

Written Communication

Six (6) credit hours

GT-CO1: ENG 121	English Composition I: CO1	3
and		
GT-CO2: ENG 122	English Composition II: CO2	3

OR

GT-CO2: ENG 122	English Composition II: CO2	(3)
and		
GT-CO3: ENG 201	English Composition III: CO3	(3)

Oral Communication

Three (3) credit hours

COM 115	Public Speaking	3
or		
COM 125	Interpersonal Communication	(3)
or		
COM 220	Intercultural Communication	(3)

Mathematics

Three (3) credit hours minimum (credit hours over three [3] will be applied to the electives category). Full list of requirements can be found on page 41.

Suggested Courses

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

Art and Humanities / Social and Behavioral Sciences

Eighteen (18) credit hours. Full list of requirements can be found on page 41.

Two guaranteed transfer Arts & Humanities courses from two different areas (AH1, AH2, AH3 or AH4)

Two guaranteed transfer Social & Behavioral Sciences courses from two different areas (SS1, SS2, or SS3)

One guaranteed transfer course from History (HI1)

One additional course from Arts & Humanities or Social and Behavioral Sciences (AH1, AH2, AH3, AH4, HI1, SS1, SS2, or SS3)

Suggested Courses

GT-AH1

Music students should take MUS 121 and MUS 122 or one (1) western music history course (MUS 121 or MUS 122) and a non-western music history course (MUS 123 or MUS 125).

MUS 121	Music History Medieval thru Classical Period: AH1	3
MUS 122	Music History Early Romantic Period to the Present: AH1	3
MUS 123	Survey of World Music: AH1	3
MUS 125	History of Jazz: AH1	3

Natural and Physical Sciences

Seven (7) credit hours. Two (2) guaranteed transfer courses including at least one (1) lab course (SC1, SC2*). Additional credit hours over seven (7) will be applied to the electives category. Full list of requirements can be found on page 41.

Electives

Twenty-three (23) credit hours selected from the AA approved course list can be found on page 42.

Music Preparation Courses

MUS 110	Music Theory I	3
MUS 111	Music Theory II	3
MUS 112	Ear Training/Sight–singing I Lab	1
MUS 113	Ear Training/Sight–singing II Lab	1
MUS 131	Music Class I	2
MUS 132	Music Class II	2
MUS 141	Private Instruction I	2
MUS 142	Private Instruction II	2
MUS 151	Ensemble I	1
MUS 152	Ensemble II	1
MUS 210	Music Theory III	3
MUS 211	Music Theory IV	3
MUS 212	Advanced Ear Training/Sight–singing I Lab	1
MUS 213	Advanced Ear Training/Sight–singing II Lab	1

MUS 241	Private Instruction I	2
MUS 242	Private Instruction II	2
MUS 251	Ensemble I	1
MUS 252	Ensemble II	1
Total Credit Hours		**60**

Philosophy

Associate of Arts Course of Study

Recommended basic skills standards are:

- ENG 090
- REA 090

People are selling more than consumer goods in the world today. The market place of ideas contains competing political ideologies, religious beliefs and different value systems. Philosophy equips individuals to make lucid choices amid this ever-changing world, and gives them the intellectual strength to defend what they do and what they believe.

Philosophy fearlessly explores the big questions. What is the meaning of life? What is my purpose in living? What is the nature of happiness? Is there a God? How do I decide what is right and wrong? What is the nature of reality and of human consciousness? Are there limits to what can be known? Will a machine ever duplicate the mind? Why do we need government and what should be its role?
Fields that usually require philosophy are law, economics, government, politics, environmental policy, and theology.

Courses marked with an asterisk [*] are not currently offered at PPCC.

Written Communication

Six (6) credit hours

GT-CO1: ENG 121	English Composition I: CO1	3
and		
GT-CO2: ENG 122	English Composition II: CO2	3
OR		
GT-CO2: ENG 122	English Composition II: CO2	(3)
and		
GT-CO3: ENG 201	English Composition III: CO3	(3)

Oral Communication

Three (3) credit hours

COM 115	Public Speaking	3
or		
COM 125	Interpersonal Communication	(3)
or		
COM 220	Intercultural Communication	(3)

Mathematics

Three (3) credit hours minimum (credit hours over three [3] will be applied to the electives category). Full list of requirements can be found on page 41.

Suggested Courses

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

Art and Humanities / Social and Behavioral Sciences

Eighteen (18) credit hours. Full list of requirements can be found on page 41.
Two guaranteed transfer Arts & Humanities courses from two different areas (AH1, AH2, AH3 or AH4)
Two guaranteed transfer Social & Behavioral Sciences courses from two different areas (SS1, SS2, or SS3)
One guaranteed transfer course from History (HI1)
One additional course from Arts & Humanities or Social and Behavioral Sciences (AH1, AH2, AH3, AH4, HI1, SS1, SS2, or SS3)

Suggested Courses

GT-AH3

Choose one course from AH1, AH2, or AH4. Full list of requirements can be found on page 41.

PHI 111	Introduction to Philosophy: AH3	3

GT-HI1

HIS 101	Western Civilization: Antiquity-1650: HI1	3
HIS 102	Western Civilization: 1650-Present: HI1	3
HIS 111	The World: Antiquity-1500: HI1	3
HIS 112	The World: 1500-Present: HI1	3
HIS 201	U.S. History to Reconstruction: HI1	3
HIS 202	U.S. History since the Civil War: HI1	3

GT-SS1

ECO 201	Principles of Macroeconomics: SS1	3
ECO 202	Principles of Microeconomics: SS1	3
POS 111	American Government: SS1	3
POS 205	International Relations: SS1	3
POS 225	Comparative Government: SS1	3

GT-SS2

GEO 105	World Regional Geography: SS2	3
GEO 106	Human Geography: SS2	3

GT-SS3

ANT 101	Cultural Anthropology: SS3	3
ANT 107	Introduction to Archaeology: SS3	3
ANT 111	Physical Anthropology: SS3	3
ETH 200	Introduction to Ethnic Studies: SS3	3
JOU 105	Introduction to Mass Media: SS3	3
PSY 101	General Psychology I: SS3	3
PSY 102	General Psychology II: SS3	3
PSY 205	Psychology of Gender: SS3	3
PSY 217	Human Sexuality: SS3	3
PSY 226	Social Psychology: SS3	3
PSY 227	The Psychology of Death & Dying: SS3	3
PSY 235	Human Growth & Development: SS3	3
SOC 101	Introduction to Sociology I: SS3	3
SOC 102	Introduction to Sociology II: SS3	3
SOC 215	Contemporary Social Problems: SS3	3
SOC 216	Sociology of Gender: SS3	3
SOC 220	Sociology of Religion: SS3	3
SOC 237	Sociology of Death & Dying: SS3	3

*Philosophy students who wish to transfer to UCCS should choose at least one of the following: ANT 101, GEO 105, or GEO 106

Natural and Physical Sciences

Seven (7) credit hours. Two (2) guaranteed transfer courses including at least one (1) lab course (SC1, SC2*). Additional credit hours over seven (7) will be applied to the electives category. Full list of requirements can be found on page 41.

Suggested Courses

AST 102	Astronomy II: SC1	4
BIO 105	Science of Biology: SC1	4
BIO 111	General College Biology I w/Lab: SC1	5
GEY 121	Historical Geology with Lab: SC1	4

Electives

Twenty-three (23) credit hours selected from the AA approved course list can be found on page 42.

Suggested Courses

PHI 112	Ethics: AH3	3
PHI 113	Logic: AH3	3
PHI 114	Comparative Religion: AH3	3
PHI 214	Philosophy of Religion: AH3	3
POS 105	Introduction to Political Science: SS1	3

Any AA approved LIT elective course	3
Any AA approved Fine Art or Communications elective course. Contact Philosophy advisor for more information	1-3
Total Credit Hours	**60**

Political Science

Associate of Arts Degree with Designation

Recommended basic skills standards are

- ENG 090
- REA 090

Political Science is the study of government: what it is, what it does, and how and why. Political scientists are interested in government at every level: local, county, state, regional, national, and international. Many of them specialize in one general area of political science such as political theory, U.S. political institutions and processes, comparative government, or international relations and organizations. Political scientists seek specialization in sub-areas within the discipline.

Courses marked with an asterisk [*] are not currently offered at PPCC.

Communication
Six (6) credit hours

GT-CO1: ENG 121	English Composition I: CO1	3
and		
GT-CO2: ENG 122	English Composition II: CO2	3
OR		
GT-CO2: ENG 122	English Composition II: CO2	(3)
and		
GT-CO3: ENG 201	English Composition III: CO3	(3)

Mathematics
Three (3) credit hours. One gtPathways Mathematics course (MA1), but not MAT 155 or MAT 156.

History
Three (3) credit hours

GT-HI1: HIS 101, HIS 102, HIS 111, HIS 112, HIS 201, HIS 202, HIS 207, HIS 208, HIS 215, HIS 225, HIS 236, HIS 243*, HIS 244, HIS 245*, HIS 247, HIS 249, HIS 255, HIS 260

Art and Humanities / Social and Behavioral Sciences
Six (6) credit hours
Two guaranteed transfer courses from two different areas (AH1, AH2, AH3 or AH4)

GT-AH1: ART 110, ART 111, ART 112, ART 207, DAN 125, MUS 120, MUS 121, MUS 122, MUS 123, MUS 125, THE 105, THE 211, THE 212

GT-AH2: HUM 115, HUM 121, HUM 122, HUM 123, LIT 115, LIT 201, LIT 202, LIT 205, LIT 211, LIT 212, LIT 221, LIT 222, LIT 225, LIT 259*, LIT 268

GT-AH3: PHI 111, PHI 112, PHI 113, PHI 114, PHI 214, PHI 218*, PHI 220*

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

Social and Behavioral Sciences
Six (6) credit hours
Two guaranteed transfer courses

GT-SS1: ECO 201, ECO 202

Natural and Physical Sciences
Eight (8) credit hours.
Two (2) guaranteed transfer courses including at least one (1) lab course (SC1, SC2*).

GT-SC1: AGY 240, AST 101, AST 102, BIO 105, BIO 111, BIO 112, BIO 201, BIO 202, BIO 204, BIO 208*, BIO 220*, BIO 221*, CHE 101, CHE 102, CHE 105*, CHE 111, CHE 112, ENV 101, GEO 111, GEO 112, GEY 111, GEY 121, MET 150, NRE 251*, PHY 105*, PHY 107*, PHY 111, PHY 112, PHY 211, PHY 212, SCI 155, SCI 156

*Students choosing to take SCI 155 must also take SCI 156 to satisfy this requirement

Additional Required Courses

Sixteen (16) credit hours.

Additional Political Science (POS) courses beyond the 4 courses (12 credit hours) identified below may not count toward the Political Science major at the receiving 4-year institution.

POS 105	Introduction to Political Science: SS1	3
POS 111	American Government: SS1	3
POS 205	International Relations: SS1	3
POS 225	Comparative Government: SS1	3

Electives

Sixteen (16) credit hours selected from the AA approved course list can be found on page 42.

Suggested Courses

ANT	Any approved Anthropology elective	3
GEO 105	World Regional Geography: SS2	3
GEO 106	Human Geography: SS2	3
HIS	Any approved History elective	3
POS 125	American State & Local Government: SS1	3
POS 215	Current Political Issues	3
Total Credit Hours		**60**

Professional Writing & Communication

Associate of Arts Course of Study

Recommended basic skills standards are

- ENG 090
- MAT 090
- REA 090

Professional writing is the integration of creativity, technology, and problem solving. The ability to communicate in a variety of formats to a variety of audiences for a variety of purposes is a widely sought skill in the marketplace. Students who pursue an emphasis in professional writing particularly when coupled with another major or minor will be highly competitive for careers in education, business and the arts.

Professional Writing majors interested in technical writing, creative writing or journalism should contact their four-year transfer institution for recommendations concerning elective courses. Please note that some four-year colleges will only accept one technical writing or creative writing course in transfer.

Courses marked with an asterisk [*] are not currently offered at PPCC.

Written Communication
Six (6) credit hours

GT-CO1: ENG 121	English Composition I: CO1	3
and		
GT-CO2: ENG 122	English Composition II: CO2	3

OR

GT-CO2: ENG 122	English Composition II: CO2	(3)
and		
GT-CO3: ENG 201	English Composition III: CO3	(3)

Oral Communication
Three (3) credit hours

COM 115	Public Speaking	3
or		
COM 125	Interpersonal Communication	(3)
or		
COM 220	Intercultural Communication	(3)

Mathematics
Three (3) credit hours minimum (credit hours over three [3] will be applied to the electives category). Full list of requirements can be found on page 41.

Art and Humanities / Social and Behavioral Sciences
Eighteen (18) credit hours. Full list of requirements can be found on page 41.
Two guaranteed transfer Arts & Humanities courses from two different areas (AH1, AH2, AH3 or AH4)
Two guaranteed transfer Social & Behavioral Sciences courses from two different areas (SS1, SS2, or SS3)
One guaranteed transfer course from History (HI1)
One additional course from Arts & Humanities or Social and Behavioral Sciences (AH1, AH2, AH3, AH4, HI1, SS1, SS2, or SS3)

Suggested Courses

GT-AH1		
ART 110	Art Appreciation: AH1	3
ART 111	Art History Ancient to Medieval: AH1	3
ART 112	Art History Renaissance to 1900: AH1	3
THE 105	Introduction to Theater Arts: AH1	3
GT-AH2		
HUM 121	Early Civilizations: AH2	3
HUM 122	Medieval to Modern: AH2	3
HUM 123	The Modern World: AH2	3
LIT 115	Introduction to Literature: AH2	3
LIT 201	World Literature to 1600: AH2	3
LIT 202	World Literature after 1600: AH2	3
LIT 221	British Literature to 1770: AH2	3
LIT 222	British Literature since 1770: AH2	3
GT-AH3		
PHI 111	Introduction to Philosophy: AH3	3
PHI 112	Ethics: AH3	3
PHI 113	Logic: AH3	3
GT-SS1		
ECO 201	Principles of Macroeconomics: SS1	3
ECO 202	Principles of Microeconomics: SS1	3
GT-SS3		
JOU 105	Introduction to Mass Media: SS3	3
PSY 101	General Psychology I: SS3	3
PSY 102	General Psychology II: SS3	3
SOC 101	Introduction to Sociology I: SS3	3
SOC 102	Introduction to Sociology II: SS3	3
GT-HI1		
HIS 101	Western Civilization: Antiquity-1650: HI1	3
HIS 102	Western Civilization: 1650-Present: HI1	3
HIS 201	U.S. History to Reconstruction: HI1	3
HIS 202	U.S. History since the Civil War: HI1	3

Natural and Physical Sciences
Seven (7) credit hours. Two (2) guaranteed transfer courses including at least one (1) lab course (SC1, SC2*). Additional credit hours over seven (7) will be applied to the electives category. Full list of requirements can be found on page 41.

Electives

Twenty-three (23) credit hours selected from the AA approved course list can be found on page 42.

Suggested Courses

ENG 131	Technical Writing I	3
ENG 132	Technical Writing II	3
ENG 221	Creative Writing I	3
ENG 222	Creative Writing II	3
ENG 227	Poetry Writing	3
ENG 230	Creative Non-Fiction	3
ENG 231	Literary Magazine	3
JOU 105	Introduction to Mass Media: SS3	3
JOU 106	Fundamentals of Reporting	3
JOU 215	Publications Production & Design	3
JOU 241	Feature and Magazine Writing	3
Total Credit Hours		**60**

Psychology

Associate of Arts Degree with Designation

Recommended basic skills standards are

- ENG 090
- REA 090

Psychologists study the behavior of individuals and groups and often help individuals achieve satisfactory personal adjustments. Their work includes varied activities such as teaching in colleges and universities, counseling and psychotherapy, psychological testing, planning and conducting training programs for workers, performing basic and applied research, advising on psychological methods and theories, and administering psychology programs in hospitals, clinics, research laboratories, etc. Students pursuing a bachelor's degree in psychology can fulfill lower division requirements at Pikes Peak Community College. Students should note that graduate degrees are required for most professional positions in psychology.

NOTE: Psychology majors are advised to complete PSY 101 and PSY 102.

Students may follow the degree with designation in Psychology or transfer guide in Psychology to a particular four-year college/university. Consult your Faculty Advisor to assist you in determining the best pathway for you. Courses marked with an asterisk [*] are not currently offered at PPCC.

Written Communication
Six (6) credit hours

GT-CO1: ENG 121	English Composition I: CO1	3
and		
GT-CO2: ENG 122	English Composition II: CO2	3
OR		
GT-CO2: ENG 122	English Composition II: CO2	(3)
and		
GT-CO3: ENG 201	English Composition III: CO3	(3)

Oral Communication
Three (3) credit hours

COM 115	Public Speaking	3
or		
COM 125	Interpersonal Communication	(3)

Mathematics
Four (4) credit hours
MAT 121 College Algebra : MA1 4

History
Three (3) credit hours
GT-HI1: HIS 101, HIS 102, HIS 111, HIS 112, HIS 201, HIS 202, HIS 207, HIS 208, HIS 215, HIS 225, HIS 236, HIS 243*, HIS 244, HIS 245*, HIS 247, HIS 249, HIS 255, HIS 260

Art and Humanities
Nine (9) credit hours
Three guaranteed transfer courses from two different areas (AH1, AH2, AH3 or AH4)
GT-AH1: ART 110, ART 111, ART 112, ART 207, DAN 125, MUS 120, MUS 121, MUS 122, MUS 123, MUS 125, THE 105, THE 211, THE 212
GT-AH2: HUM 115, HUM 121, HUM 122, HUM 123, LIT 115, LIT 201, LIT 202, LIT 205, LIT 211, LIT 212, LIT 221, LIT 222, LIT 225, LIT 259*, LIT 268
GT-AH3: PHI 111, PHI 112, PHI 113, PHI 114, PHI 214, PHI 218*, PHI 220*
GT-AH4: FRE 211, FRE 212, GER 211, GER 212, ITA 211, ITA 212, JPN 211, JPN 212, RUS 211, RUS 212, SPA 211, SPA 212

Social and Behavioral Sciences
Six (6) credit hours
Two guaranteed transfer courses from (SS1, SS2, SS3)
GT-SS1: AGE 102, ECO 101*, ECO 201, ECO 202, ECO 245, POS 105, POS 111, POS 125, POS 205, POS 225
GT-SS2: GEO 105, GEO 106
GT-SS3: AGR 260*, ANT 101, ANT 107, ANT 108*, ANT 111, ANT 201, ANT 215, ANT 250*, ETH 200, JOU 105, PSY 101, PSY 102, PSY 205, PSY 217, PSY 226, PSY 227, PSY 235, PSY 238, PSY 240*, PSY 249, SOC 101, SOC 102, SOC 205, SOC 207, SOC 215, SOC 218, SOC 220, SOC 216, SOC 231, SOC 237, WST 200*, WST 225*, WST 240*

Natural and Physical Sciences
Seven (7) credit hours
Two (2) guaranteed transfer courses including at least one (1) lab course (SC1, SC2*). Must include one (1) Biology course.
GT-SC1: AGY 240, AST 101, AST 102, BIO 105, BIO 111, BIO 112, BIO 201, BIO 202, BIO 204, BIO 208*, BIO 220*, BIO 221*, CHE 101, CHE 102, CHE 105*, CHE 111, CHE 112, ENV 101, GEO 111, GEO 112, GEY 111, GEY 121, MET 150, NRE 251*, PHY 105*, PHY 107*, PHY 111, PHY 112, PHY 211, PHY 212, SCI 155, SCI 156
*Students choosing to take SCI 155 must also take SCI 156 to satisfy this requirement

Electives
Fifteen (15) credit hours
PSY 101 General Psychology I: SS3 3
PSY 102 General Psychology II: SS3 3
Choose three (3) courses below 9
GT-SS3: PSY 205, PSY 217, PSY 226, PSY 227, PSY 235, PSY 238, PSY 240*, PSY 249

Seven (7) credit hours selected from the AA approved course list can be found on page 42.

Total Credit Hours **60**

Social Work Transfer

Associate of Arts Course of Study

Recommended basic skills standards are

- ENG 090
- MAT 060
- REA 090

This program provides the first two years for transfer students who wish to pursue a career in social work or the human services field. Because of different requirements at four-year institutions, it is important that students work with advisors.

NOTE: Colorado State University–Pueblo has specific program requirements for transfer; consult your program advisor for specifics.

NOTE: To be employed in the social work field it is expected that you will be able to pass background checks. This will include fingerprinting for the Colorado Bureau of Investigation and a Central Registry Inquiry.

Courses marked with an asterisk [*] are not currently offered at PPCC.

Written Communication
Six (6) credit hours
GT-CO1: ENG 121 English Composition I: CO1 3
and
GT-CO2: ENG 122 English Composition II: CO2 3

OR

GT-CO2: ENG 122 English Composition II: CO2 (3)
and
GT-CO3: ENG 201 English Composition III: CO3 (3)

Oral Communication
Three (3) credit hours
COM 115 Public Speaking 3
or
COM 125 Interpersonal Communication (3)
or
COM 220 Intercultural Communication (3)

Mathematics
Three (3) credit hours minimum (credit hours over three [3] will be applied to the electives category). Full list of requirements can be found on page 41.

Suggested Courses
MAT 135 Introduction to Statistics: MA1 3

Art and Humanities / Social and Behavioral Sciences
Eighteen (18) credit hours. Full list of requirements can be found on page 41.
Two guaranteed transfer Arts & Humanities courses from two different areas (AH1, AH2, AH3 or AH4)
Two guaranteed transfer Social & Behavioral Sciences courses from two different areas (SS1, SS2, or SS3)
One guaranteed transfer course from History (HI1)
One additional course from Arts & Humanities or Social and Behavioral Sciences (AH1, AH2, AH3, AH4, HI1, SS1, SS2, or SS3)

Suggested Courses

GT-SS3

PSY 101	General Psychology I: SS3	3
SOC 101	Introduction to Sociology I: SS3	3

Natural and Physical Sciences

Seven (7) credit hours. Two (2) guaranteed transfer courses including at least one (1) lab course (SC1, SC2*). Additional credit hours over seven (7) will be applied to the electives category. Full list of requirements can be found on page 41.

Suggested Courses

BIO 105	Science of Biology: SC1	4

Electives

Twenty-three (23) credit hours selected from the AA approved course list can be found on page 42.

Suggested Courses

SWK 100	Introduction to Social Work	3
SWK 201	Human Behavior in the Social Environment I	3
SWK 202	Human Behavior in the Social Environment II	3
SWK 205	Social Welfare in the U.S.	3
SWK 222	Introduction to Social Work Practice	3
Total Credit Hours		**60**

SWK courses must be taken for the Colorado State University - Pueblo Social Work Program and count toward electives. SWK courses require paperwork from your advisor to be used in an AA degree. SWK courses transfer to Colorado State University–Pueblo Social Work Program.

In addition to the SWK courses, you must select one to three (1-3) credits from the AA Approved Course electives. Full list of electives can be found on page 42.

Sociology

Associate of Arts Degree with Designation

Recommended basic skills standards are

- ENG 090
- REA 090

Sociology is a systematic study of society which includes people in groups, cultures and subcultures, the socialization process, social organization, social institutions (political, religious, educational, economic, etc.), social stratifications, social change, race and ethnic relations, human ecology, and social problems. As an intellectual discipline, it deals with developing scientific and reliable knowledge about human social relationships in group life. Courses are designed to increase personal awareness of the social environment, to prepare for interpersonal relationships in careers, and to equip students for further studies in sociology.

Courses marked with an asterisk [*] are not currently offered at PPCC.

Communication

Six (6) credit hours

GT-CO1: ENG 121	English Composition I: CO1	3
and		
GT-CO2: ENG 122	English Composition II: CO2	3
OR		
GT-CO2: ENG 122	English Composition II: CO2	(3)
and		
GT-CO3: ENG 201	English Composition III: CO3	(3)

Mathematics

Three-four (3-4) credit hours.

MAT 121	College Algebra: MA1	4
or		
MAT 135	Introduction to Statistics: MA1	(3)

History

Three (3) credit hours

GT-HI1: HIS 101, HIS 102, HIS 111, HIS 112, HIS 201, HIS 202, HIS 207, HIS 208, HIS 215, HIS 225, HIS 236, HIS 243*, HIS 244, HIS 245*, HIS 247, HIS 249, HIS 255, HIS 260

Art and Humanities

Nine (9) credit hours

Three guaranteed transfer Art and Humanities courses from two different areas (AH1, AH2, AH3 or AH4)

GT-AH1: ART 110, ART 111, ART 112, ART 207, DAN 125, MUS 120, MUS 121, MUS 122, MUS 123, MUS 125, THE 105, THE 211, THE 212

GT-AH2: HUM 115, HUM 121, HUM 122, HUM 123, LIT 115, LIT 201, LIT 202, LIT 205, LIT 211, LIT 212, LIT 221, LIT 222, LIT 225, LIT 259*, LIT 268

GT-AH3: PHI 111, PHI 112, PHI 113, PHI 114, PHI 214, PHI 218*, PHI 220*

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

Social and Behavioral Sciences

Six (6) credit hours

Two guaranteed transfer courses from (SS1, SS2, SS3)

GT-SS1: AGE 102, ECO 101*, ECO 201, ECO 202, ECO 245, POS 105, POS 111, POS 125, POS 205, POS 225

GT-SS2: GEO 105, GEO 106

GT-SS3: AGR 260*, ANT 101, ANT 107, ANT 108*, ANT 111, ANT 201, ANT 215, ANT 250*, ETH 200, JOU 105, PSY 101, PSY 102, PSY 205, PSY 217, PSY 226, PSY 227, PSY 235, PSY 238, PSY 240*, PSY 249, SOC 101, SOC 102, SOC 205, SOC 207, SOC 215, SOC 218, SOC 220, SOC 216, SOC 231, SOC 237, WST 200*, WST 225*, WST 240*

Natural and Physical Sciences

Eight (8) credit hours

Two (2) guaranteed transfer courses including at least one (1) lab course (SC1, SC2*). Must include one (1) Biology course.

GT-SC1: AGY 240, AST 101, AST 102, BIO 105, BIO 111, BIO 112, BIO 201, BIO 202, BIO 204, BIO 208*, BIO 220*, BIO 221*, CHE 101, CHE 102, CHE 105*, CHE 111, CHE 112, ENV 101, GEO 111, GEO 112, GEY 111, GEY 121, MET 150, NRE 251*, PHY 105*, PHY 107*, PHY 111, PHY 112, PHY 211, PHY 212, SCI 155, SCI 156

*Students choosing to take SCI 155 must also take SCI 156 to satisfy this requirement

Additional Required Courses

Eighteen (18) credit hours.

Additional SOC courses beyond the 5 courses (15 credit hours) identified below may not count toward the Sociology major at the receiving 4-year institution.

COM 115	Public Speaking	3
or		
COM 125	Interpersonal Communication	(3)
SOC 101	Introduction to Sociology I: SS3	3
SOC 102	Introduction to Sociology II: SS3	3
Three (3) additional GT-SS3 Sociology course from list below		9

GT-SS3: SOC 205, SOC 207, SOC 215, SOC 216, SOC 218, SOC 220, SOC 231, SOC 237

Electives

Six-seven (6-7) credit hours selected from the AA approved course list can be found on page 42.

Suggested Courses

ANT 101	Cultural Anthropology: SS3	3
ETH 200	Introduction to Ethnic Studies: SS3	3
PSY 101	General Psychology I: SS3	3
PSY 102	General Psychology II: SS3	3
SOC 201	Introduction to Gerontology	3
SOC 205	Sociology of Family Dynamics: SS3	3
SOC 215	Contemporary Social Problems: SS3	3
SOC 216	Sociology of Gender: SS3	3
SOC 218	Sociology of Diversity: SS3	3
SOC 220	Sociology of Religion: SS3	3
SOC 223	Chicanos in a Changing Society	3
SOC 231	The Sociology of Deviant Behavior: SS3	3
SOC 237	Sociology of Death & Dying: SS3	3
	Any Foreign Language	5
Total Credit Hours		**60**

Southwest Studies

Associate of Arts Course of Study

Recommended basic skills standards are

- ENG 090
- MAT 030
- REA 090

The Southwest Studies program provides an interdisciplinary view of different social, cultural, artistic, and environmental aspects of the regions of the Southwest.

Courses marked with an asterisk [*] are not currently offered at PPCC.

Written Communication

Six (6) credit hours

GT-CO1: ENG 121	English Composition I: CO1	3
and		
GT-CO2: ENG 122	English Composition II: CO2	3
OR		
GT-CO2: ENG 122	English Composition II: CO2	(3)
and		
GT-CO3: ENG 201	English Composition III: CO3	(3)

Oral Communication

Three (3) credit hours

COM 115	Public Speaking	3
or		
COM 125	Interpersonal Communication	(3)
or		
COM 220	Intercultural Communication	(3)

Mathematics

Three (3) credit hours minimum (credit hours over three [3] will be applied to the electives category). Full list of requirements can be found on page 41.

Suggested Courses

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

Art and Humanities / Social and Behavioral Sciences

Eighteen (18) credit hours. Full list of requirements can be found on page 41.

Two guaranteed transfer Arts & Humanities courses from two different areas (AH1, AH2, AH3 or AH4)

Two guaranteed transfer Social & Behavioral Sciences courses from two different areas (SS1, SS2, or SS3)

One guaranteed transfer course from History (HI1)

One additional course from Arts & Humanities or Social and Behavioral Sciences (AH1, AH2, AH3, AH4, HI1, SS1, SS2, or SS3)

Suggested Courses

GT-AH2		
LIT 205	Ethnic Literature: AH2	3
GT-SS2		
GEO 105	World Regional Geography: SS2	3
GT-SS3		
ANT 101	Cultural Anthropology: SS3	3
GT-HI1		
HIS 102	Western Civilization: 1650-Present: HI1	3
HIS 201	U.S. History to Reconstruction: HI1	3

Natural and Physical Sciences

Seven (7) credit hours. Two (2) guaranteed transfer courses including at least one (1) lab course (SC1, SC2*). Additional credit hours over seven (7) will be applied to the electives category. Full list of requirements can be found on page 41.

Suggested Courses

BIO 105	Science of Biology: SC1	4
BIO 111	General College Biology I w/Lab: SC1	5
GEY 111	Physical Geology with Lab: SC1	4
GEY 121	Historical Geology with Lab: SC1	4

Electives

Twenty-three (23) credit hours selected from the AA approved course list can be found on page 42.

Suggested Courses

ANT 101	Cultural Anthropology: SS3	3
ANT 107	Introduction to Archaeology: SS3	3
ANT 111	Physical Anthropology: SS3	3
ANT 215	Indians of North America: SS3	3
ANT 280	Southwest Field Exploration	2
HIS 209	History of the American Southwest	3
HIS 225	Colorado History: HI1	3
HUM 131	The Arts & Cultures of Mexico	3
HUM 236	North American Indian Arts	3
HUM 237	Hispanic Arts of Southwest	3
HUM 238	Sacred Images, Sacred Spaces	3
SPA 111	Spanish Language I	5
SPA 112	Spanish Language II	5
SPA 211	Spanish Language III: AH4	3
SPA 212	Spanish Language IV: AH4	3
Total Credit Hours		**60**

Spanish

Associate of Arts Degree with Designation

Recommended basic skills standards are

- ENG 090
- REA 090

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

Students who have studied French, German, or Spanish in high school or who have lived in a country where one of those languages is spoken should take a placement test before enrolling in a course in that language. All native speakers of a language other than English must have permission of a full-time foreign language faculty member before enrolling in a course in their native language.
Students considering a major in a foreign language should be aware that first-year language courses do not count toward credit-hour requirements for a major or minor in most four-year institutions.

Students may follow the degree with designation in Spanish or transfer guide in Spanish to a particular four-year college/university. Consult your Faculty Advisor to assist you in determining the best pathway for you. Please note that the degree tracks in Spanish for the Professions and Spanish with Secondary Teaching Licensure have different requirements and are not included in this agreement. Courses marked with an asterisk [*] are not currently offered at PPCC.

Written Communication
Six (6) credit hours

GT-CO1: ENG 121	English Composition I: CO1	3
and		
GT-CO2: ENG 122	English Composition II: CO2	3
OR		
GT-CO2: ENG 122	English Composition II: CO2	(3)
and		
GT-CO3: ENG 201	English Composition III: CO3	(3)

Oral Communication
Three (3) credit hours

COM 115	Public Speaking	3
or		
COM 125	Interpersonal Communication	(3)

Mathematics
Three (3) credit hours
GT-MA1: MAT 120, MAT 121, MAT 122, MAT 123, MAT 125, MAT 135, MAT 166, MAT 201, MAT 202, MAT 203, MAT 204, MAT 215, MAT 261*, MAT 265

History
Three (3) credit hours

HIS 244	History of Latin America: HI1	3

Art and Humanities
Nine (9) credit hours

SPA 211	Spanish Language III: AH4	3
SPA 212	Spanish Language IV: AH4	3

One guaranteed transfer courses from (AH1, AH2, AH3 or AH4)
GT-AH1: ART 110, ART 111, ART 112, ART 207, DAN 125, MUS 120, MUS 121, MUS 122, MUS 123, MUS 125, THE 105, THE 211, THE 212
GT-AH2: HUM 115, HUM 121, HUM 122, HUM 123, LIT 115, LIT 201, LIT 202, LIT 205, LIT 211, LIT 212, LIT 221, LIT 222, LIT 225, LIT 259*, LIT 268
GT-AH3: PHI 111, PHI 112, PHI 113, PHI 114, PHI 214, PHI 218*, PHI 220*
GT-AH4: FRE 211, FRE 212, GER 211, GER 212, ITA 211, ITA 212, JPN 211, JPN 212, RUS 211, RUS 212

Social and Behavioral Sciences
Six (6) credit hours
Two guaranteed transfer courses from (SS1, SS2, SS3)
GT-SS1: AGE 102, ECO 101*, ECO 201, ECO 202, ECO 245, POS 105, POS 111, POS 125, POS 205, POS 225
GT-SS2: GEO 105, GEO 106
GT-SS3: AGR 260*, ANT 101, ANT 107, ANT 108*, ANT 111, ANT 201, ANT 215, ANT 250*, ETH 200, JOU 105, PSY 101, PSY 102, PSY 205, PSY 217, PSY 226, PSY 227, PSY 235, PSY 238, PSY 240*, PSY 249, SOC 101, SOC 102, SOC 205, SOC 207, SOC 215, SOC 218, SOC 220, SOC 216, SOC 231, SOC 237, WST 200*, WST 225*, WST 240*

Natural and Physical Sciences
Seven (7) credit hours
Two (2) guaranteed transfer courses including at least one (1) lab course (SC1, SC2*)
GT-SC1: AGY 240, AST 101, AST 102, BIO 105, BIO 111, BIO 112, BIO 201, BIO 202, BIO 204, BIO 208*, BIO 220*, BIO 221*, CHE 101, CHE 102, CHE 105*, CHE 111, CHE 112, ENV 101, GEO 111, GEO 112, GEY 111, GEY 121, MET 150, NRE 251*, PHY 105*, PHY 107*, PHY 111, PHY 112, PHY 211, PHY 212, SCI 155, SCI 156
*Students choosing to take SCI 155 must also take SCI 156 to satisfy this requirement.
Other required courses
Ten (10) credit hours

SPA 111	Spanish Language I	5
SPA 112	Spanish Language II	5

Electives

Thirteen (13) credit hours selected from the AA approved course list. Suggested courses include 200-level Spanish courses and courses outside the Spanish department with content related to the Spanish-speaking world.

Total Credit Hours **60**

Speech-see Communication

Theatre

Associate of Arts Course of Study

Recommended basic skills standards are

- ENG 090
- MAT 030
- REA 090

Along with music and dance, drama is one of the oldest forms of human expression. As Aristotle stated: "Imitation is natural to man" so mankind, by means of creating staged productions, has expressed this desire to mirror the actions of others. Theatre courses introduce students to the theatre as an art form and provide basic training in acting and production activities.

Courses marked with an asterisk [*] are not currently offered at PPCC.

Written Communication

Six (6) credit hours

GT-CO1: ENG 121	English Composition I: CO1	3
and		
GT-CO2: ENG 122	English Composition II: CO2	3
OR		
GT-CO2: ENG 122	English Composition II: CO2	(3)
and		
GT-CO3: ENG 201	English Composition III: CO3	(3)

Oral Communication

Three (3) credit hours

COM 115	Public Speaking	3
or		
COM 125	Interpersonal Communication	(3)
or		
COM 220	Intercultural Communication	(3)

Mathematics

Three (3) credit hours minimum (credit hours over three [3] will be applied to the electives category). Full list of requirements can be found on page 41.

Suggested Courses

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

Art and Humanities / Social and Behavioral Sciences

Eighteen (18) credit hours. Full list of requirements can be found on page 41.

Two guaranteed transfer Arts & Humanities courses from two different areas (AH1, AH2, AH3 or AH4)

Two guaranteed transfer Social & Behavioral Sciences courses from two different areas (SS1, SS2, or SS3)

One guaranteed transfer course from History (HI1)

One additional course from Arts & Humanities or Social and Behavioral Sciences (AH1, AH2, AH3, AH4, HI1, SS1, SS2, or SS3)

Suggested Courses

GT-AH1 Choose two (2) of the following AH1

THE 105	Theatre Appreciation: AH1	3
THE 211	Development of Theatre Greek-Renaissance: AH1	3
THE 212	Development of Theatre Restoration to Modern: AH1	3

GT-SS3

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

GT-HI1

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

Natural and Physical Sciences

Seven (7) credit hours. Two (2) guaranteed transfer courses including at least one (1) lab course (SC1, SC2*). Additional credit hours over seven (7) will be applied to the electives category. Full list of requirements can be found on page 41.

Electives

Twenty-three (23) credit hours selected from the AA approved course list can be found on page 42.

Suggested Courses

DAN 131	Ballet I	1
DAN 142	Ballroom Dance II	1
DAN 143	Tap I	1
DAN 144	Tap II	1
DAN 224	Dance for Musical Theatre I	3
DAN 225	Dance for Musical Theatre II	3
MUS 120	Music Appreciation: AH1	3
MUS 131	Music Class I	1-2
MUS 141	Private Instruction I	2
THE 105	Introduction to Theatre Arts: AH1	3
THE 111	Acting I	3
THE 112	Acting II	3
THE 115	Stage Movement for Actors	3
THE 116	Technical Theatre	3
THE 126	Auditioning for Musical Theater	3
THE 130	Safety, Tools & Materials	3
THE 140	Stage Dialects	1
THE 144	Scene Study	1
THE 181	Internship	1-3
THE 182	Internship	1-3
THE 183	Internship	1-3
THE 204	Voice & Articulation I	2
THE 205	Voice & Articulation II	2
THE 211	Development of Theatre Greek-Renaissance:AH1	3
THE 214	Intermediate Acting II	3
THE 215	Playwriting	3
THE 218	Readers Theatre	3
THE 220	Directing I	3
THE 230	Directing II	3

Total Credit Hours **60**

Associate of Science Degree (AS)

The Associate of Science degree is designed for students who want an emphasis in natural sciences, mathematics, computer science, pre-engineering, and allied health and intend to transfer to four-year colleges and universities.

To earn the Associate of Science Degree, students must complete the following course requirements for a total of 60 semester credit hours, at least 36 of which must be Colorado State-Guaranteed Courses.

Courses marked with an asterisk [*] are not currently offered at PPCC.

Written Communication

Six (6) credit hours

GT-CO1: ENG 121	English Composition I: CO1	3
and		
GT-CO2: ENG 122	English Composition II: CO2	3
OR		
GT-CO2: ENG 122	English Composition II: CO2	(3)
and		
GT-CO3: ENG 201	English Composition III: CO3	(3)

Oral Communication

Three (3) credit hours

COM 115	Public Speaking	3
or		
COM 125	Interpersonal Communication	(3)
or		
COM 220	Intercultural Communication	(3)

Mathematics

Three (3) credit hours

GT-MA1: MAT 121, MAT 122, MAT 123, MAT 125, MAT 135, MAT 166, MAT 201, MAT 202, MAT 203, MAT 204, MAT 215, MAT 261*, MAT 265

History

Three (3) credit hours

GT-HI1: HIS 101, HIS 102, HIS 111, HIS 112, HIS 201, HIS 202, HIS 207, HIS 208, HIS 215, HIS 225, HIS 236, HIS 243, HIS 244, HIS 245*, HIS 247, HIS 249, HIS 255, HIS 260

Art and Humanities

Six (6) credit hours. Two guaranteed transfer courses from two different areas (AH1, AH2, AH3 or AH4).

GT-AH1: ART 110, ART 111, ART 112, ART 207, DAN 125, MUS 120, MUS 121, MUS 122, MUS 123, MUS 125, THE 105, THE 211, THE 212

GT-AH2: HUM 115, HUM 121, HUM 122, HUM 123, LIT 115, LIT 201, LIT 202, LIT 205, LIT 211, LIT 212, LIT 221, LIT 222, LIT 225, LIT 259*, LIT 268

GT-AH3: PHI 111, PHI 112, PHI 113, PHI 114, PHI 214, PHI 218*, PHI 220*

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

Social and Behavioral Sciences

Six (6) credit hours. Two guaranteed transfer courses from two different areas (SS1, SS2, SS3, HI1).

GT-HI1: HIS 101, HIS 102, HIS 111, HIS 112, HIS 201, HIS 202, HIS 208, HIS 215, HIS 225, HIS 236, HIS 243, HIS 244, HIS 245*, HIS 247, HIS 249, HIS 255, HIS 260

GT-SS1: AGE 102, ECO 101*, ECO 201, ECO 202, ECO 245, POS 105, POS 111, POS 125, POS 205, POS 225

GT-SS2: GEO 105, GEO 106

GT-SS3: AGR 260*, ANT 101, ANT 107, ANT 108*, ANT 111, ANT 201, ANT 215, ANT 250*, ETH 200, JOU 105, PSY 101, PSY 102, PSY 205, PSY 217, PSY 226, PSY 227, PSY 235, PSY 238, PSY 240*, PSY 249, SOC 101, SOC 102, SOC 205, SOC 207, SOC 215, SOC 218, SOC 220, SOC 216, SOC 231, SOC 237, WST 200*, WST 225*, WST 240*

Natural and Physical Sciences

Twelve (12) credit hours. One (2 course) lab sequence in any guaranteed transfer science discipline (SC1); additional guaranteed transfer lab science course (SC1).

Meet with your advisor to choose the appropriate Natural and Physical Science classes for your Associate of Science degree. While all GT SC1 classes transfer, some may not be applicable to your academic goals.

GT-SC1: AGY 240, AST 101, AST 102, BIO 105, BIO 111, BIO 112, BIO 201, BIO 202, BIO 204, BIO 208*, BIO 220, BIO 221, CHE 101, CHE 102, CHE 105*, CHE 111, CHE 112, ENV 101, GEO 111, GEO 112, GEY 111, GEY 121, MET 150, NRE 251*, PHY 105*, PHY 107*, PHY 111, PHY 112, PHY 211, PHY 212

Other required courses and electives

Twenty-one (21) credit hours selected from the AS approved course list.

Total Credit Hours **60**

Other Requirements

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

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

Approved Elective Course List for AS Degrees

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

Twenty-one (21) credits must be selected from the following list of Mathematics and Science courses to complete the Associate of Science Degree.

Mathematics

MAT 121	College Algebra: MA1	4
MAT 122	College Trigonometry: MA1	3
MAT 125	Survey of Calculus: MA1	4
MAT 135	Introduction to Statistics: MA1	3
MAT 166	Pre-Calculus: MA1	5
MAT 179	Computer Applications for Statistical Procedures	1
MAT 201	Calculus I: MA1	5
MAT 202	Calculus II: MA1	5
MAT 203	Calculus III: MA1	4
MAT 204	Calculus III with Engineering Applications: MA1	5
MAT 215	Discrete Mathematics: MA1	4
MAT 265	Differential Equations: MA1	3

Science

AST 101	Astronomy I with Lab: SC1	4
BIO 111	General College Biology I w/Lab: SC1	5
BIO 112	General College Biology II w/Lab: SC1	5
BIO 201	Human Anatomy & Physiology I: SC1	4
BIO 202	Human Anatomy & Physiology II: SC1	4
BIO 204	Microbiology: SC1	4
BIO 216	Human Pathophysiology	4
CHE 111	General College Chemistry I: SC1	5
CHE 112	General College Chemistry II: SC1	5
CHE 211	Organic Chemistry I: SC1	5
CHE 212	Organic Chemistry II: SC1	5
CSC 105	Computer Literacy	3
CSC 120	Problem Solving with (Software Package)	3
CSC 126	Game Design & Development	3
CSC 150	Visual Basic Programming	3
CSC 154	Introduction to MS Visual Basic .NET (OOP)	3
CSC 160	Computer Science I (Language)	4
CSC 161	Computer Science II (Language)	4
CSC 225	Computer Architecture/Assembly Language Programming	4
CSC 230	C Programming: Platform	3
CSC 240	Java Programming	3
GEO 111	Physical Geography – Landforms: SC1	4
GEO 112	Physical Geography – Weather & Climate: SC1	4
GEY 111	Physical Geology with Lab: SC1	4
GEY 121	Historical Geology with Lab: SC1	4
PHY 111	Physics: Algebra-Based I w/Lab: SC1	5
PHY 112	Physics: Algebra-Based II w/Lab: SC1	5
PHY 211	Physics: Calculus-Based I w/Lab: SC1	5
PHY 212	Physics: Calculus-Based II w/Lab: SC1	5

Associate of Science Courses of Study

Biological Sciences

Associate of Science Course of Study

Recommended basic skills standards are

- ENG 060
- MAT 090
- REA 090

The study of biological sciences prepares one for a variety of fields including the traditional ones–biology teacher, doctor, nurse, or conservationist. New fields have developed in several life science areas such as paramedicine, cellular biology, wildlife management, and forestry. Other fields, which may require a modified program, include agriculture, allied health, natural resources management, and home economics. It is strongly recommended that students consult with an advisor for the specific requirements in these fields.

Courses marked with an asterisk [*] are not currently offered at PPCC.

Written Communication

Six (6) credit hours

GT-CO1: ENG 121	English Composition I: CO1	3
and		
GT-CO2: ENG 122	English Composition II: CO2	3
OR		
GT-CO2: ENG 122	English Composition II: CO2	(3)
and		
GT-CO3: ENG 201	English Composition III: CO3	(3)

Oral Communication

Three (3) credit hours

COM 115	Public Speaking	3
or		
COM 125	Interpersonal Communication	(3)
or		
COM 220	Intercultural Communication	(3)

Mathematics

Three (3) credit hours minimum (credit hours over three (3) will be applied to the electives category). Full list of requirements can be found on page 66.

Suggested Courses

MAT 121	College Algebra: MA1	4

History

Three (3) credit hours. Full list of requirements can be found on page 66.

Art and Humanities

Six (6) credit hours. Two guaranteed transfer courses from two different areas (AH1, AH2, AH3 or AH4). Full list of requirements can be found on page 66.

Social and Behavioral Sciences

Six (6) credit hours. Two guaranteed transfer courses from two different areas (SS1, SS2, SS3, HI1). Full list of requirements can be found on page 66.

Natural and Physical Sciences
Twelve (12) credit hours. One (2 course) lab sequence in any guaranteed transfer science discipline (SC1); additional guaranteed transfer lab science course (SC1). Additional credits over 12 will be included in the electives category. Full list of requirements can be found on page 66.

Suggested Courses

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

Electives
Twenty-one (21) credit hours selected from the AS approved course list can be found on page 67. Please see your advisor for help choosing your electives.

Suggested Courses

BIO 200-Level Science Elective		5
CHE 111	General College Chemistry I: SC1	5
CHE 112	General College Chemistry II: SC1	5
Total Credit Hours		**60**

Chemistry

Associate of Science Course of Study

Recommended basic skills standards are

- ENG 060
- MAT 090
- REA 090

Chemistry is one of the most diverse sciences. A chemist can study in a wide range of areas such as nuclear chemistry, biochemistry of life, chemistry of inorganic and/or organic compounds, the theory of chemical processes, and chemistry of the environment. There are many career opportunities relating to chemistry such as teaching, industrial processes, medical science, criminology, metallurgy, food processing, pharmacology, geochemistry, and environmental sciences.

Courses marked with an asterisk [*] are not currently offered at PPCC.

Written Communication
Six (6) credit hours

GT-CO1: ENG 121	English Composition I: CO1	3
and		
GT-CO2: ENG 122	English Composition II: CO2	3
OR		
GT-CO2: ENG 122	English Composition II: CO2	(3)
and		
GT-CO3: ENG 201	English Composition III: CO3	(3)

Oral Communication
Three (3) credit hours

COM 115	Public Speaking	3
or		
COM 125	Interpersonal Communication	(3)
or		
COM 220	Intercultural Communication	(3)

Mathematics
Three (3) credit hours minimum (credit hours over three (3) will be applied to the electives category). Full list of requirements can be found on page 66.

Suggested Courses

MAT 201	Calculus I: MA1	4

History
Three (3) credit hours. Full list of requirements can be found on page 66.

Art and Humanities
Six (6) credit hours. Two guaranteed transfer courses from two different areas (AH1, AH2, AH3 or AH4). Full list of requirements can be found on page 66.

Social and Behavioral Sciences
Six (6) credit hours. Two guaranteed transfer courses from two different areas (SS1, SS2, SS3, HI1). Full list of requirements can be found on page 66.

Natural and Physical Sciences
Twelve (12) credit hours. One (2 course) lab sequence in any guaranteed transfer science discipline (SC1); additional guaranteed transfer lab science course (SC1). Additional credits over 12 will be included in the electives category. Full list of requirements can be found on page 66.

Suggested Courses

CHE 111	General College Chemistry I: SC1	5
CHE 112	General College Chemistry II: SC1	5
CHE 211	Organic Chemistry I: SC1	5
CHE 212	Organic Chemistry II: SC1	5
PHY 211	Physics: Calculus Based I w/Lab: SC1	5

Electives

Twenty-one (21) credit hours selected from the AS approved course list can be found on page 67. Please see your advisor for help choosing your electives.

Total Credit Hours **60**

Computer Science

Associate of Science Course of Study

Recommended basic skills standards are

- ENG 060
- MAT 090
- REA 090

This program prepares students for transfer to a four-year school to obtain a baccalaureate degree. Individual courses are needed by students who wish to use the computer to solve problems in engineering, mathematics, sciences, and social sciences leading toward careers in telecommunications, computer design, and computer applications within various science and engineering fields. These courses are also of interest to people who are striving to master their personal computers.

Courses marked with an asterisk [*] are not currently offered at PPCC.

Written Communication
Six (6) credit hours

GT-CO1: ENG 121	English Composition I: CO1	3
and		
GT-CO2: ENG 122	English Composition II: CO2	3
OR		
GT-CO2: ENG 122	English Composition II: CO2	(3)
and		
GT-CO3: ENG 201	English Composition III: CO3	(3)

Oral Communication
Three (3) credit hours

COM 115	Public Speaking	3
or		
COM 125	Interpersonal Communication	(3)
or		
COM 220	Intercultural Communication	(3)

Mathematics
Three (3) credit hours minimum (credit hours over three (3) will be applied to the electives category). Full list of requirements can be found on page 66.

Suggested Courses
Note: It is recommended that transfer students take MAT 201.

MAT 121	College Algebra: MA1	4
MAT 201	Calculus I: MA1	4

History
Three (3) credit hours. Full list of requirements can be found on page 66.

Art and Humanities
Six (6) credit hours. Two guaranteed transfer courses from two different areas (AH1, AH2, AH3 or AH4). Full list of requirements can be found on page 66.

Social and Behavioral Sciences
Six (6) credit hours. Two guaranteed transfer courses from two different areas (SS1, SS2, SS3, HI1). Full list of requirements can be found on page 66.

Natural and Physical Sciences
Twelve (12) credit hours. One (2 course) lab sequence in any guaranteed transfer science discipline (SC1); additional guaranteed transfer lab science course (SC1). Additional credits over 12 will be included in the electives category. Full list of requirements can be found on page 66.

Suggested Courses
Note: It is recommended that transfer students take PHY 211 and PHY 212

BIO 111	General College Biology I w/Lab: SC1	5
BIO 112	General College Biology II w/Lab: SC1	5
CHE 111	General College Chemistry I: SC1	5
CHE 112	General College Chemistry II: SC1	5
PHY 111	Physics: Algebra-Based I w/Lab: SC1	5
PHY 112	Physics: Algebra-Based II w/Lab: SC1	5
PHY 211	Physics: Calculus-Based I w/Lab: SC1	5
PHY 212	Physics: Calculus-Based II w/Lab: SC1	5

Electives
Twenty-one (21) credit hours selected from the AS approved course list can be found on page 67. Please see your advisor for help choosing your electives.

Suggested Courses

CSC 120	Problem Solving with (Software Package)	3
CSC 126	Game Design & Development	3
CSC 150	Visual Basic Programming	3
CSC 154	Introduction to MS Visual Basic .NET (OOP)	3
CSC 160	Computer Science I: (Language)	4
CSC 161	Computer Science II: (Language)	4
CSC 225	Computer Architecture/Assembly Language Programming	4
CSC 230	C Programming: Platform	3
CSC 240	Java Programming	3
Total Credit Hours		**60**

Geology

Associate of Science Course of Study

Recommended basic skills standards are

- ENG 060
- MAT 090
- REA 090

This program provides basic preparation in geology for students planning to transfer at the junior level. A study of geology leads to careers in a variety of sub-disciplines such as earth science teaching, petroleum geology, economic geology, mining geology, paleontology, and construction geology. Because of the location of the college in the southern Rockies, field experience is emphasized in all of the offerings.

Courses marked with an asterisk [*] are not currently offered at PPCC.

Written Communication
Six (6) credit hours

GT-CO1: ENG 121	English Composition I: CO1	3
and		
GT-CO2: ENG 122	English Composition II: CO2	3
OR		
GT-CO2: ENG 122	English Composition II: CO2	(3)
and		
GT-CO3:	Approved GT-CO3 course*	(3)

Oral Communication
Three (3) credit hours

COM 115	Public Speaking	3
or		
COM 125	Interpersonal Communication	(3)
or		
COM 220	Intercultural Communication	(3)

Mathematics
Three (3) credit hours minimum (credit hours over three (3) will be applied to the electives category). Full list of requirements can be found on page 66.

Suggested Courses

MAT 121	College Algebra: MA1	4

History
Three (3) credit hours. Full list of requirements can be found on page 66.

Art and Humanities
Six (6) credit hours. Two guaranteed transfer courses from two different areas (AH1, AH2, AH3 or AH4). Full list of requirements can be found on page 66.

Social and Behavioral Sciences
Six (6) credit hours. Two guaranteed transfer courses from two different areas (SS1, SS2, SS3, HI1). Full list of requirements can be found on page 66.

Natural and Physical Sciences
Twelve (12) credit hours. One (2 course) lab sequence in any guaranteed transfer science discipline (SC1); additional guaranteed transfer lab science course (SC1). Additional credits over 12 will be included in the electives category. Full list of requirements can be found on page 66.

Suggested Courses

GEY 111	Physical Geology with Lab: SC1	4
GEY 121	Historical Geology with Lab: SC1	4

Electives

Twenty-one (21) credit hours selected from the AS approved course list can be found on page 67. Please see your advisor for help choosing your electives.

Suggested Courses

CHE 111	General College Chemistry I: SC1	5
CHE 112	General College Chemistry II: SC1	5
GEO 111	Physical Geography – Landforms: SC1	4
GEO 112	Physical Geography – Weather & Climate: SC1	4
Total Credit Hours		**60**

Mathematics

Associate of Science Degree with Designation

Recommended basic skills standards are

- ENG 090
- MAT 090
- REA 090

An understanding of mathematics is necessary for the study of many disciplines such as psychology, business, biology, computer science, engineering, physics, chemistry, and statistics. Students should consult with advisors to ensure that they study the proper curriculum for their respective discipline.

Students may follow the degree with designation in Mathematics or transfer guide in Mathematics to a particular four-year college/university. Consult your Faculty Advisor to assist you in determining the best pathway for you. Courses marked with an asterisk [*] are not currently offered at PPCC.

Written Communication

Six (6) credit hours

GT-CO1: ENG 121	English Composition I: CO1	3
and		
GT-CO2: ENG 122	English Composition II: CO2	3
OR		
GT-CO2: ENG 122	English Composition II: CO2	(3)
and		
GT-CO3: ENG 201	English Composition III: CO3	(3)

Oral Communication

Three (3) credit hours

COM 115	Public Speaking	3
or		
COM 125	Interpersonal Communication	(3)

Mathematics

Five (5) credit hours

MAT 201	Calculus I: MA1	5

History

Three (3) credit hours

GT-HI1: HIS 101, HIS 102, HIS 111, HIS 112, HIS 201, HIS 202, HIS 207, HIS 208, HIS 215, HIS 225, HIS 236, HIS 243, HIS 244, HIS 245*, HIS 247, HIS 249, HIS 255, HIS 260

Art and Humanities

Nine (9) credit hours

Three guaranteed transfer courses (AH1, AH2, AH3, AH4)

GT-AH1: ART 110, ART 111, ART 112, ART 207, DAN 125, MUS 120, MUS 121, MUS 122, MUS 123, MUS 125, THE 105, THE 211, THE 212

GT-AH2: HUM 115, HUM 121, HUM 122, HUM 123, LIT 115, LIT 201, LIT 202, LIT 205, LIT 211, LIT 212, LIT 221, LIT 222, LIT 225, LIT 259*, LIT 268

GT-AH3: PHI 111, PHI 112, PHI 113, PHI 114, PHI 214, PHI 218*, PHI 220*

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

Social and Behavioral Sciences

Six (6) credit hours

Two guaranteed transfer courses (SS1, SS2, SS3)

GT-SS1: AGE 102, ECO 101*, ECO 201, ECO 202, ECO 245, POS 105, POS 111, POS 125, POS 205, POS 225

GT-SS2: GEO 105, GEO 106

GT-SS3: AGR 260*, ANT 101, ANT 107, ANT 108*, ANT 111, ANT 201, ANT 215, ANT 250*, ETH 200, JOU 105, PSY 101, PSY 102, PSY 205, PSY 217, PSY 226, PSY 227, PSY 235, PSY 238, PSY 240*, PSY 249, SOC 101, SOC 102, SOC 205, SOC 207, SOC 215, SOC 218, SOC 220, SOC 216, SOC 231, SOC 237, WST 200*, WST 225*, WST 240*

Natural and Physical Sciences

Ten (10) credit hours

PHY 211	Physics: Calculus-Based I w/Lab: SC1	5
PHY 212	Physics: Calculus-Based II w/Lab: SC1	5

Other required courses

MAT 202	Calculus II : MA1	5
MAT 203	Calculus III : MA1	4
or		
MAT 204	Calculus III with Engineering Applications: MA1	(5)
CSC 160	Computer Science I: (Language)	4

CSU-Ft. Collins requires a different computer science course than the community college course. Students should seek advising at CSU-Ft. Collins for information on the appropriate computer science course to take.

Electives

Four to five (4-5) credit hours selected from the AS approved course list can be found on page 67.

Total Credit Hours **60**

Physics

Associate of Science Course of Study

Recommended basic skills standards are

- ENG 090
- MAT 099
- REA 090

Physics is concerned with the nature of energy and matter, space and time. The laws of physics govern everything in the universe from the tiniest bit of matter to the largest star. Physics is a prerequisite to any in-depth study of the sciences and technologies. It leads to careers in engineering, astronomy, astronautics, medical research, geophysics, meteorology, and biophysics. This program provides the necessary background for transfer to a four-year school.

Courses marked with an asterisk [*] are not currently offered at PPCC.

Written Communication
Six (6) credit hours

GT-CO1: ENG 121	English Composition I: CO1	3
and		
GT-CO2: ENG 122	English Composition II: CO2	3
OR		
GT-CO2: ENG 122	English Composition II: CO2	(3)
and		
GT-CO3: ENG 201	English Composition III: CO3	(3)

Oral Communication
Three (3) credit hours

COM 115	Public Speaking	3
or		
COM 125	Interpersonal Communication	(3)
or		
COM 220	Intercultural Communication	(3)

Mathematics
Three (3) credit hours minimum (credit hours over three (3) will be applied to the electives category). Full list of requirements can be found on page 66.

Suggested Courses

MAT 201	Calculus I: MA1	5

History
Three (3) credit hours. Full list of requirements can be found on page 66.

Art and Humanities
Six (6) credit hours. Two guaranteed transfer courses from two different areas (AH1, AH2, AH3 or AH4). Full list of requirements can be found on page 66.

Social and Behavioral Sciences
Six (6) credit hours. Two guaranteed transfer courses from two different areas (SS1, SS2, SS3, HI1). Full list of requirements can be found on page 66.

Natural and Physical Sciences
Twelve (12) credit hours. Full list of requirements can be found on page 66.
One (2 course) lab sequence in any guaranteed transfer science discipline (SC1); additional guaranteed transfer lab science course (SC1). Additional credits over 12 will be included in the electives category.

Suggested Courses

PHY 211	Physics: Calculus-Based I w/Lab: SC1	5
PHY 212	Physics: Calculus Based II w/Lab: SC1	5

Electives
Twenty-one (21) credit hours selected from the AS approved course list can be found on page 67. Please see your advisor for help choosing your electives.

Suggested Courses

CHE 111	General College Chemistry I: SC1	5
CSC 161	Computer Science II: (Language)	4
MAT 202	Calculus II: MA1	5
MAT 203	Calculus III: MA1	4
Total Credit Hours		**60**

Pre-Allied Health

Associate of Science Course of Study

Recommended basic skills standards are

- ENG 060
- MAT 090
- REA 090

The degree options are designed for students applying to programs at four-year schools in Colorado for medical technology and physical therapy. These emphasize physiology, anatomy, chemistry, and physics. Either one or two years may be used for transfer credit to other schools. As specific requirements may vary among different schools, students are encouraged to consult catalogs of the colleges to which they plan to apply. Programs should be planned with academic advisors prior to beginning classes.

Courses marked with an asterisk [*] are not currently offered at PPCC.

Written Communication
Six (6) credit hours

GT-CO1: ENG 121	English Composition I: CO1	3
and		
GT-CO2: ENG 122	English Composition II: CO2	3
OR		
GT-CO2: ENG 122	English Composition II: CO2	(3)
and		
GT-CO3: ENG 201	English Composition III: CO3	(3)

Oral Communication
Three (3) credit hours

COM 115	Public Speaking	3
or		
COM 125	Interpersonal Communication	(3)
or		
COM 220	Intercultural Communication	(3)

Mathematics
Three (3) credit hours minimum (credit hours over three (3) will be applied to the electives category). Full list of requirements can be found on page 66.

Suggested Courses

MAT 121	College Algebra: MA1	4

History
Three (3) credit hours. Full list of requirements can be found on page 66.

Art and Humanities
Six (6) credit hours. Two guaranteed transfer courses from two different areas (AH1, AH2, AH3 or AH4). Full list of requirements can be found on page 66.

Social and Behavioral Sciences
Six (6) credit hours. Two guaranteed transfer courses from two different areas (SS1, SS2, SS3, HI1). Full list of requirements can be found on page 66.

Natural and Physical Sciences
Twelve (12) credit hours. One (2 course) lab sequence in any guaranteed transfer science discipline (SC1); additional guaranteed transfer lab science course (SC1). Additional credits over 12 will be included in the electives category. Full list of requirements can be found on page 66.

Suggested Courses

BIO 111	General College Biology I w/Lab: SC1	5
PHY 111	Physics: Algebra-Based I w/Lab: SC1	5

Electives
Twenty-one (21) credit hours selected from the AS approved course list can be found on page 67. Please see your advisor for help choosing your electives.

Suggested Courses

BIO 201	Human Anatomy & Physiology I: SC1	4
BIO 202	Human Anatomy & Physiology II: SC1	4
BIO 204	Microbiology: SC1	4
CHE 111	General College Chemistry I: SC1	5

Physical Therapy Emphasis Suggested Electives

BIO 201	Human Anatomy & Physiology I: SC1	4
BIO 202	Human Anatomy & Physiology II: SC1	4
CHE 111	General College Chemistry I: SC1	5
CSC 120	Problem Solving with (Software Package)	3
Total Credit Hours		**60**

Pre-Med Professions

Associate of Science Course of Study

Recommended basic skills standards are

- ENG 090
- MAT 090
- REA 090

Health professions are necessary to provide comprehensive health care to all types of people. This program is designed to meet the needs of students who wish to go into professional health care positions in dentistry, medicine, veterinary medicine, pharmacy, and chiropractic.

Courses marked with an asterisk [*] are not currently offered at PPCC.

Written Communication
Six (6) credit hours

GT-CO1: ENG 121	English Composition I: CO1	3
and		
GT-CO2: ENG 122	English Composition II: CO2	3
OR		
GT-CO2: ENG 122	English Composition II: CO2	(3)
and		
GT-CO3: ENG 201	English Composition III: CO3	(3)

Oral Communication
Three (3) credit hours

COM 115	Public Speaking	3
or		
COM 125	Interpersonal Communication	(3)
or		
COM 220	Intercultural Communication	(3)

Mathematics
Three (3) credit hours minimum (credit hours over three (3) will be applied to the electives category). Full list of requirements can be found on page 66.

Suggested Courses

MAT 201	Calculus I: MA1	5

History
Three (3) credit hours. Full list of requirements can be found on page 66.

Art and Humanities
Six (6) credit hours. Two guaranteed transfer courses from two different areas (AH1, AH2, AH3 or AH4). Full list of requirements can be found on page 66.

Social and Behavioral Sciences
Six (6) credit hours. Two guaranteed transfer courses from two different areas (SS1, SS2, SS3, HI1). Full list of requirements can be found on page 66.

Natural and Physical Sciences
Twelve (12) credit hours. One (2 course) lab sequence in any guaranteed transfer science discipline (SC1); additional guaranteed transfer lab science course (SC1). Additional credits over 12 will be included in the electives category. Full list of requirements can be found on page 66.

Suggested Courses

BIO 111	General College Biology I w/Lab: SC1	5
PHY 111	Physics: Algebra-Based I w/Lab: SC1	5

Other required courses and electives
Twenty-one (21) credit hours selected from the AS approved course list can be found on page 67. Please see your advisor for help choosing your electives.

Suggested Courses

CHE 111	General College Chemistry I: SC1	5
CHE 112	General College Chemistry II: SC1	5
PHY 112	Physics: Algebra-Based II w/Lab: SC1	5
Total Credit Hours		**60**

Psychology

Associate of Science Degree with Designation

Recommended basic skills standards are

- ENG 090
- REA 090

Psychologists study the behavior of individuals and groups and often help individuals achieve satisfactory personal adjustments. Their work includes varied activities such as teaching in colleges and universities, counseling and psychotherapy, psychological testing, planning and conducting training programs for workers, performing basic and applied research, advising on psychological methods and theories, and administering psychology programs in hospitals, clinics, research laboratories, etc. Students pursuing a bachelor's degree in psychology can fulfill lower division requirements at Pikes Peak Community College. Students should note that graduate degrees are required for most professional positions in psychology.

NOTE: Psychology majors are advised to complete PSY 101 and PSY 102.

The Associate of Science degree is designed for students who want an emphasis in natural sciences, mathematics, computer science, pre-engineering, and allied health and intend to transfer to four-year colleges and universities.

To earn the Associate of Science Degree, students must complete the following course requirements for a total of 60 semester credit hours, at least 36 of which must be Colorado State-Guaranteed Courses.

Students may follow the degree with designation in Psychology or transfer guide in Psychology to a particular four-year college/university. Consult your Faculty Advisor to assist you in determining the best pathway for you. Courses marked with an asterisk [*] are not currently offered at PPCC.

Written Communication
Six (6) credit hours

GT-CO1: ENG 121	English Composition I: CO1	3
and		
GT-CO2: ENG 122	English Composition II: CO2	3
OR		
GT-CO2: ENG 122	English Composition II: CO2	(3)
and		
GT-CO3: ENG 201	English Composition III: CO3	(3)

Oral Communication
Three (3) credit hours

COM 115	Public Speaking	3
or		
COM 125	Interpersonal Communication	(3)

Mathematics
Three (3) credit hours

MAT 121	College Algebra : MA1	4

History
Three (3) credit hours

GT-HI1: HIS 101, HIS 102, HIS 111, HIS 112, HIS 201, HIS 202, HIS 207, HIS 208, HIS 215, HIS 225, HIS 236, HIS 243, HIS 244, HIS 245*, HIS 247, HIS 249, HIS 255, HIS 260

Art and Humanities
Nine (9) credit hours

PHI 111	Introduction to Philosophy: AH3	3
or		
PHI 112	Ethics: AH3	(3)

Two guaranteed transfer courses from two different areas (AH1, AH2, AH3, AH4)

GT-AH1: ART 110, ART 111, ART 112, ART 207, DAN 125, MUS 120, MUS 121, MUS 122, MUS 123, MUS 125, THE 105, THE 211, THE 212

GT-AH2: HUM 115, HUM 121, HUM 122, HUM 123, LIT 115, LIT 201, LIT 202, LIT 205, LIT 211, LIT 212, LIT 221, LIT 222, LIT 225, LIT 259*, LIT 268

GT-AH3: PHI 111, PHI 112, PHI 113, PHI 114, PHI 214, PHI 218*, PHI 220*

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

Social and Behavioral Sciences
Six (6) credit hours
Two guaranteed transfer courses (SS1, SS2, SS3)

GT-SS1: AGE 102, ECO 101*, ECO 201, ECO 202, ECO 245, POS 105, POS 111, POS 125, POS 205, POS 225

GT-SS2: GEO 105, GEO 106

GT-SS3: AGR 260*, ANT 101, ANT 107, ANT 108*, ANT 111, ANT 201, ANT 215, ANT 250*, ETH 200, JOU 105, PSY 101, PSY 102, PSY 205, PSY 217, PSY 226, PSY 227, PSY 235, PSY 238, PSY 240*, PSY 249, SOC 101, SOC 102, SOC 205, SOC 207, SOC 215, SOC 218, SOC 220, SOC 216, SOC 231, SOC 237, WST 200*, WST 225*, WST 240*

Natural and Physical Sciences
Ten (10) credit hours

BIO 111	General College Biology I w/Lab: SC1	5
CHE 111	General College Chemistry I : SC1	5

Other required courses

PSY 101	General Psychology I: SS3	3
PSY 102	General Psychology II: SS3	3

Electives

Thirteen (13) credit hours selected from the AS approved course list can be found on page 66.

Total Credit Hours **60**

Students planning to transfer to University of Colorado Denver should complete both two-semester sequences of BIO 111/112 and CHE 111/112 at Pikes Peak Community College, and electives are restricted to non-Psychology courses.

Associate of General Studies Degree (AGS)

The Associate of General Studies degree provides an educational plan for the student to create a personalized program. It allows the blending of both career and technical and transfer courses without the constraints of specialization. Transferability of the AGS depends upon the courses taken and the receiving institution. Courses must not be developmental.

Requirements

1. 60 credit hours of course work acceptable toward the degree.
2. 30 credits of general education with 15 credits from State-guaranteed courses.
3. A cumulative grade point average of 2.0 (a C average).
4. At least 15 of these credit hours must be earned from PPCC.
5. Students consult with an advisor and select 30 semester hours of open electives. Electives may include general education courses and/or career and technical courses.

Communications (minimum 3 credit hours)

ENG 121	English Composition I: CO1	3
or		
ENG 131	Technical Writing I	(3)

Art and Humanities (minimum 3 credit hours)

ARA 111	Arabic Language I	5
ARA 112	Arabic Language II	5
ARA 211	Arabic Language III	3
ART 110	Art Appreciation: AH1	3
ART 111	Art History Ancient to Medieval: AH1	3
ART 112	Art History Renaissance to 1900: AH1	3
ART 113	History of Photography	3
ART 242	Alternative Photo Processes	3
CHI 111	Chinese Language I	5
DAN 125	History of Dance I: AH1	3
FRE 111	French Language I	5
FRE 112	French Language II	5
FRE 211	French Language III: AH4	3
FRE 212	French Language IV: AH4	3
GER 111	German Language I	5
GER 112	German Language II	5
GER 211	German Language III: AH4	3
GER 212	German Language IV: AH4	3
HUM 115	World Mythology: AH2	3
HUM 121	Early Civilizations: AH2	3
HUM 122	Medieval to Modern: AH2	3
HUM 123	The Modern World: AH2	3
ITA 111	Italian Language I	5
ITA 112	Italian Language II	5
ITA 211	Italian Language III: AH4	3
ITA 212	Italian Language IV: AH4	3
JPN 111	Japanese Language I	5
JPN 112	Japanese Language II	5
JPN 211	Japanese Language III: AH4	3
JPN 212	Japanese Language IV: AH4	3
LIT 115	Introduction to Literature: AH2	3
LIT 125	Study of the Short Story	3
LIT 201	World Literature to 1600: AH2	3
LIT 202	World Literature after 1600: AH2	3
LIT 211	American Literature to Civil War: AH2	3
LIT 212	American Literature After the Civil War: AH2	3
LIT 221	British Literature to 1770: AH2	3
LIT 222	British Literature since 1770: AH2	3
LIT 268	Celtic Literature: AH2	3
MUS 120	Music Appreciation: AH1	3
MUS 121	Music History Medieval thru Classical Period: AH1	3
MUS 122	Music History Early Romantic Period to the Present: AH1	3
PHI 111	Introduction to Philosophy: AH3	3
PHI 112	Ethics: AH3	3
PHI 113	Logic: AH3	3
PHI 114	Comparative Religions: AH3	3
PHI 214	Philosophy of Religion: AH3	3
RUS 111	Russian Language I	5
RUS 112	Russian Language II	5
RUS 211	Russian Language III: AH4	3
RUS 212	Russian Language IV: AH4	3
SPA 111	Spanish Language I	5
SPA 112	Spanish Language II	5
SPA 211	Spanish Language III: AH4	3
SPA 212	Spanish Language IV: AH4	3
THE 105	Introduction to the Theatre Arts: AH1	3
THE 211	Development of Theatre Greek-Renaissance: AH1	3
THE 212	Development of Theatre to Modern: AH1	3

Mathematics (minimum 3 credit hours)

MAT 103	Math for Clinical Calculations	3
MAT 107	Career Mathematics	3
MAT 108	Technical Mathematics	4
MAT 112	Financial Mathematics	3
MAT 121	College Algebra: MA1	4
MAT 123	Finite Mathematics: MA1	3
MAT 125	Survey of Calculus: MA1	4
MAT 135	Introduction to Statistics: MA1	3
MAT 120	Mathematics for Liberal Arts: MA1	4
MAT 201	Calculus I: MA1	5
MAT 202	Calculus II: MA1	5
MAT 204	Calculus III with Engineering Applications: MA1	5

Social and Behavioral Sciences (minimum 3 credit hours)

ANT 101	Cultural Anthropology: SS3	3
ANT 107	Introduction to Archaeology: SS3	3
ANT 111	Physical Anthropology: SS3	3
COM 115	Public Speaking	3
COM 125	Interpersonal Communication	3
COM 217	Group Communication	3
COM 225	Organizational Communication	3
ECO 201	Principles of Macroeconomics: SS1	3
ECO 202	Principles of Microeconomics: SS1	3
FIN 106	Consumer Economics	3
GEO 105	World Regional Geography: SS2	3
GEO 106	Human Geography: SS2	3
GEO 111	Physical Geography – Landforms: SC1	4
GEO 112	Physical Geography – Weather & Climate: SC1	4
HIS 101	Western Civilization: Antiquity – 1650: HI1	3
HIS 102	Western Civilization: 1650 – Present: HI1	3
HIS 111	The World: Antiquity – 1650: HI1	3
HIS 112	The World: 1650 – Present: HI1	3
HIS 201	U.S. History to Reconstruction: HI1	3
HIS 202	U.S. History since the Civil War: HI1	3
HIS 208	American Indian History: HI1	3
HIS 225	Colorado History: HI1	3
HIS 236	U.S. History Since 1945: HI1	3
HIS 243	History of Modern China: HI1	3
HIS 244	History of Latin America: HI1	3
HIS 247	20th Century World History: HI1	3
HIS 249	History of Islamic Civilization: HI1	3
HIS 255	The Middle Ages: HI1	3
HIS 260	U.S. Foreign Relations History: HI1	3
JOU 105	Introduction to Mass Media: SS3	3
POS 105	Introduction to Political Science: SS1	3
POS 111	American Government: SS1	3
POS 125	American State & Local Government: SS1	3
POS 205	International Relations: SS1	3
PSY 101	General Psychology I: SS3	3
PSY 102	General Psychology II: SS3	3

PSY 106	Human Relations	3
PSY 112	Psychology of Adjustment	3
PSY 226	Social Psychology: SS3	3
SOC 101	Introduction to Sociology I: SS3	3
SOC 102	Introduction to Sociology II: SS3	3
SOC 205	Sociology of Family Dynamics: SS3	3
SOC 207	Environmental Sociology: SS3	3
SOC 215	Contemporary Social Problems: SS3	3
SOC 218	Sociology of Diversity: SS3	3
SOC 220	Sociology of Religion: SS3	3
SOC 231	The Sociology of Deviant Behavior: SS3	3

Physical and Life Sciences (minimum 3 credit hours)

AST 101	Astronomy I with Lab: SC1	4
AST 102	Astronomy II: SC1	4
BIO 105	Science of Biology: SC1	4
BIO 111	General College Biology I w/Lab: SC1	5
BIO 112	General College Biology II w/Lab: SC1	5
BIO 201	Human Anatomy & Physiology I: SC1	4
BIO 202	Human Anatomy & Physiology II: SC1	4
BIO 220	General Zoology: SC1	5
CHE 101	Introduction to Chemistry I: SC1	5
CHE 102	Introduction to Chemistry II: SC1	5
CHE 111	General College Chemistry I: SC1	5
CHE 112	General College Chemistry II: SC1	5
GEY 111	Physical Geology with Lab: SC1	4
GEY 121	Historical Geology with Lab: SC1	4
GEY 135	Environmental Geology	3
HWE 100	Human Nutrition	3
PHY 111	Physics: Algebra-Based I w/Lab: SC1	5
PHY 112	Physics: Algebra-Based II w/Lab: SC1	5
PHY 211	Physics: Calculus-Based I w/Lab: SC1	5
PHY 212	Physics: Calculus-Based II w/Lab: SC1	5

Additional General Education Electives

BUS 115	Introduction to Business	3
CIS 115	Introduction to Computer Information Systems	3
CIS 118	Introduction to PC Applications	3
CSC 105	Computer Literacy	3
CSC 120	Problem Solving with (Software Package)	3
ENG 122	English Composition II: CO2	3
MAT 112	Financial Mathematics	3

Electives (30 credit hours)

These may include courses from general education courses, AA or AS electives, and/or career and technical courses. The selected courses must not be developmental.

Associate of General Studies Courses of Study

Natural Resource Management

Associate of General Studies Course of Study

Recommended basic skills standards are

- ENG 090
- MAT 090
- REA 090

This Course of Study offers the student the basic two years of coursework for a Natural Resource or Wildlife Biology major. Because these majors vary at the university level, it is important that the student coordinate courses with the four year institution to which they plan to transfer.

Communications

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

Art and Humanities

Choose nine (9) credit hours from AA or AS approved courses		
	Mathematics	3
MAT 121	College Algebra: MA1	4

Social and Behavioral Sciences

ECO 202	Principles of Microeconomics: SS1	3
Choose six (6) credit hours from AA or AS approved courses		6

Physical and Life Sciences

BIO 111	General College Biology I w/Lab: SC1	5
BIO 148	Basic Ecology	4
CHE 101	Introduction to Chemistry I: SC1	5

General Education

CSC 105	Computer Literacy	3
or		
CSC 120	Problem Solving with (Software Package)	(3)
Electives Choose twelve (12) credit hours from following list		12
Total Credit Hours		**60**

Electives

AGY 240	Introduction to Soil Science: SC1	4
BIO 150	Animal Biology	4
BIO 154	Biology of Plants	4
GEY 111	Physical Geology with Lab: SC1	4
NRE 100	Foundation of Forestry	3
NRE 205	Wildlife & Fisheries Principles	3
NRE 204	Range Management & Restoration	4
NRE 211	Environmental Policies & Economics	3
NRE 212	Ecosystem Management	3

Associate of Applied Science Degree (AAS) and Certificates of Achievement

The two-year AAS degree provides career skills to enable students to enter the job market after graduation, retrain in a new career, or upgrade employment skills. Occupational courses are designed to meet these needs instead of transferring to four-year institutions; however, many four-year institutions accept some of these courses. Check with the other college or university if planning to transfer these courses.

Occupational training is available in fewer than two years through our certificate programs. Certificates of Achievement are awarded for several types of training outlined in the next section of this catalog. Certificate programs vary in length from one to three academic terms.

AAS Requirements

1. A minimum of 60 credit hours in a prescribed program of study with a cumulative grade point average of 2.0 (a C average). At least 15 of these credit hours must be earned from PPCC. See specific degree program for additional requirements.
2. A minimum of 15 credit hours (of the 60 total) of general education courses from list will be chosen by the faculty for specific degrees.
3. Degree is intended to prepare students to enter skilled and/or paraprofessional occupations and is not intended for transfer toward a baccalaureate degree; however, some courses may transfer to some institutions. Academic advisors should be consulted for further information.
4. Courses used as electives in meeting degree requirements and taken in addition to those courses specified in a particular program are not accepted toward this degree without approval of the chief instructional officer. Approval is given only when it is appropriate to the educational objectives of a student.
5. A maximum of four (4) credit hours in any combination of PED activity courses.
6. Specific degree requirements are listed with each program in the next section of this catalog.
7. Courses numbered below 100 normally may not apply toward degrees.

Certificates of Achievement Requirements

1. Satisfactory completion of a prescribed program of study with a cumulative grade point average of 2.0 (a C average).
2. A minimum of six (6) credit hours in the area of specialization earned from PPCC for programs requiring six (6) hours or more.
3. Courses numbered below 100 normally may not apply toward certificate.

General Education Electives for AAS Degrees and Certificates

These courses are approved as meeting the general education electives requirements for the AAS degree.

Communication

COM 115	Public Speaking	3
COM 125	Interpersonal Communication	3
COM 217	Group Communication	3
COM 225	Organizational Communication	3
ENG 115	Technical English & Communication	3
ENG 121	English Composition I: CO1	3
ENG 122	English Composition II: CO2	3
ENG 131	Technical Writing I	3
ENG 132	Technical Writing II	3

Art and Humanities

ARA 111	Arabic Language I	5
ARA 112	Arabic Language II	5
ARA 211	Arabic Language III	3
ART 110	Art Appreciation: AH1	3
ART 111	Art History Ancient to Medieval: AH1	3
ART 112	Art History Renaissance to 1900: AH1	3
ART 113	History of Photography	3
ART 242	Alternative Photo Processes	3
ASL 121	American Sign Language I	5
ASL 122	American Sign Language II	5
CHI 111	Chinese Language I	5
DAN 125	History of Dance I: AH1	3
FRE 101	Conversational French	3
FRE 111	French Language I	5
FRE 112	French Language II	5
FRE 211	French Language III: AH4	3
FRE 212	French Language IV: AH4	3
GER 111	German Language I	5
GER 112	German Language II	5
GER 211	German Language III: AH4	3
GER 212	German Language IV: AH4	3
HUM 103	Introduction to Film Art	3
HUM 115	World Mythology: AH2	3
HUM 121	Early Civilizations: AH2	3
HUM 122	Medieval to Modern: AH2	3
HUM 123	The Modern World: AH2	3
ITA 111	Italian Language I	5
ITA 112	Italian Language II	5
ITA 211	Italian Language III: AH4	3
ITA 212	Italian Language IV: AH4	3
JPN 101	Conversational Japanese I	3
JPN 111	Japanese Language I	5
JPN 112	Japanese Language II	5
JPN 211	Japanese Language III: AH4	3
JPN 212	Japanese Language IV: AH4	3
LIT 115	Introduction to Literature: AH2	3
LIT 125	Study of the Short Story	3
LIT 201	World Literature to 1600: AH2	3
LIT 202	World Literature after 1600: AH2	3
LIT 205	Ethnic Literature: AH2	3
LIT 211	American Literature to Civil War: AH2	3
LIT 212	American Literature After the Civil War: AH2	3
LIT 221	British Literature to 1770: AH2	3
LIT 222	British Literature since 1770: AH2	3
LIT 268	Celtic Literature: AH2	3
MUS 100	Introduction to Music Theory	3
MUS 105	Introduction to Computer Applications	3
MUS 120	Music Appreciation: AH1	3
MUS 121	Music History Medieval thru Classical Period: AH1	3
MUS 122	Music History Early Romantic Period to the Present: AH1	3

PHI 111	Introduction to Philosophy: AH3	3
PHI 112	Ethics: AH3	3
PHI 113	Logic: AH3	3
PHI 114	Comparative Religions: AH3	3
PHI 214	Philosophy of Religion: AH3	3
RUS 111	Russian Language I	5
RUS 112	Russian Language II	5
RUS 211	Russian Language III: AH4	3
RUS 212	Russian Language IV: AH4	3
SPA 101	Conversational Spanish I	3
SPA 102	Conversational Spanish II	3
SPA 109	Spanish for Travelers	2
SPA 111	Spanish Language I	5
SPA 112	Spanish Language II	5
SPA 115	Spanish for the Professional I	3
SPA 211	Spanish Language III: AH4	3
SPA 212	Spanish Language IV: AH4	3
THE 105	Introduction to Theatre Arts: AH1	3
THE 211	Development of Theatre Greek-Renaissance: AH1	3
THE 212	Development of Theatre to Modern: AH1	3

Mathematics and Physical and Life Sciences

AST 101	Astronomy I with Lab: SC1	4
AST 102	Astronomy II: SC1	4
BIO 105	Science of Biology: SC1	4
BIO 106	Basic Anatomy & Physiology	4
BIO 111	General College Biology I w/Lab: SC1	5
BIO 112	General College Biology II w/Lab: SC1	5
BIO 148	Basic Ecology	4
BIO 201	Human Anatomy & Physiology I: SC1	4
BIO 202	Human Anatomy & Physiology II: SC1	4
BIO 204	Microbiology: SC1	4
CHE 101	Introduction to Chemistry I: SC1	5
CHE 102	Introduction to Chemistry II: SC1	5
CHE 111	General College Chemistry I: SC1	5
CHE 112	General College Chemistry II: SC1	5
ENV 101	Introduction to Environmental Science: SC1	4
GEY 111	Physical Geology with Lab: SC1	4
GEY 121	Historical Geology with Lab: SC1	4
GEY 135	Environmental Geology	3
HWE 100	Human Nutrition	3
HWE 103	Community First Aid & CPR	1
MAT 103	Math for Clinical Calculations	3
MAT 107	Career Math	3
MAT 108	Technical Mathematics	4
MAT 109	Geometry	3
MAT 111	Technology Lab for Algebra	1
MAT 112	Financial Mathematics	3
MAT 121	College Algebra: MA1	4
MAT 135	Introduction to Statistics: MA1	3
MAT 204	Calculus III with Engineering Applications: MA1	5
PHY 111	Physics: Algebra-Based I w/Lab: SC1	5
PHY 112	Physics: Algebra-Based II w/Lab: SC1	5

Social and Behavioral Sciences

ANT 101	Cultural Anthropology: SS3	3
ANT 107	Introduction to Archaeology: SS3	3
ANT 111	Physical Anthropology: SS3	3
ANT 215	Indians of North America: SS3	3
ANT 221	Exploring Other Cultures I	3
ANT 222	Exploring Other Cultures II	3
ANT 225	Anthropology of Religion	3
ECO 201	Principles of Macroeconomics: SS1	3
ECO 202	Principles of Microeconomics: SS1	3
GEO 105	World Regional Geography: SS2	3
GEO 106	Human Geography: SS2	3
GEO 111	Physical Geography–Landforms: SC1	4
HIS 101	Western Civilization: Antiquity–1650: HI1	3
HIS 102	Western Civilization: 1650–Present: HI1	3
HIS 111	The World: Antiquity–1650: HI1	3
HIS 112	The World: 1650–Present: HI1	3
HIS 201	U.S. History to Reconstruction: HI1	3
HIS 202	U.S. History since the Civil War: HI1	3
HIS 208	American Indian History: HI1	3
HIS 225	Colorado History: HI1	3
HIS 243	History of Modern China: HI1	3
HIS 249	History of Islamic Civilization: HI1	3
HIS 255	The Middle Ages: HI1	3
HIS 260	U.S. Foreign Relations History: HI1	3
HIS 236	U.S. History Since 1945: HI1	3
HIS 247	20th Century World History: HI1	3
JOU 105	Introduction to Mass Media: SS3	3
POS 105	Introduction to Political Science: SS1	3
POS 111	American Government: SS1	3
POS 125	American State & Local Government: SS1	3
POS 205	International Relations: SS1	3
POS 215	Current Political Issues	3
PSY 100	Psychology of Workplace Relationships	3
PSY 101	General Psychology I: SS3	3
PSY 102	General Psychology II: SS3	3
PSY 106	Human Relations	3
PSY 112	Psychology of Adjustment	3
PSY 235	Human Growth & Development: SS3	3
SOC 101	Introduction to Sociology I: SS3	3
SOC 102	Introduction to Sociology II: SS3	3
SOC 205	Sociology of Family Dynamics: SS3	3
SOC 207	Environmental Sociology: SS3	3
SOC 218	Sociology of Diversity: SS3	3
SOC 220	Sociology of Religion: SS3	3
SOC 223	Chicanos in a Changing Society	3
SOC 231	The Sociology of Deviant Behavior: SS3	3

Other General Electives

BUS 115	Introduction to Business	3
CIS 115	Introduction to Computer Information Systems	3
CIS 118	Introduction to PC Applications	3
CSC 120	Problem Solving with (Software Package)	3
PER 128	Introduction to Recreation	2

Associate of Applied Sciences Degree Programs and Certificates

Accounting

Associate of Applied Science Degree

Recommended basic skills standards are

- AAA 090
- ENG 090
- MAT 060
- REA 090

Graduates of this program are prepared to enter an accounting career. Accountants work for business, industry, and various governmental agencies.

Students may complete deficiencies concurrently with the beginning courses in the program. Students not meeting a course prerequisite must have instructor permission to enroll.

General Education Courses

CIS 118	Introduction to PC Applications	3
or		
CSC 105	Computer Literacy	(3)
COM 115	Public Speaking	3
ECO 201	Principles of Macroeconomics: SS1	3
ENG 121	English Composition I: CO1	3
or		
ENG 131	Technical Writing I	(3)
MAT 112	Financial Mathematics	3
		15

Other Course Requirements

ACC 115	Payroll Accounting	3
ACC 121	Accounting Principles I	4
ACC 122	Accounting Principles II	4
ACC 125	Computerized Accounting	3
ACC 131	Income Tax	3
or		
ACC 132	Tax Help Colorado	(2)
and		
ACC 133	Tax Help Colorado Practicum	(1)
ACC 135	Spreadsheet Applications for Accounting	3
or		
CIS 155	PC Spreadsheet Concepts	(3)
ACC 211	Intermediate Accounting I	4
ACC 226	Cost Accounting	3
BUS 115	Introduction to Business	3
BUS 216	Legal Environment of Business	3
BUS 217	Business Communication & Report Writing	3
Electives	Choose 9-10 hours from the list below	9-10
		46-47

Total Credit Hours **60-61**

Electives

ACC 212	Intermediate Accounting II	4
ACC 216	Governmental & Not-for-Profit Accounting	3
ACC 287	Cooperative Education	3
BUS 226	Business Statistics	3
CIS 135	Complete PC Word Processing	3
CIS 267	Management of Information Systems	3
ECO 202	Principles of Microeconomics: SS1	3
FIN 201	Principles of Finance	3
MAN 128	Human Relations in Organizations	3
MAN 200	Human Resource Management	3
MAN 226	Principles of Management	3
MAR 216	Principles of Marketing	3

Certificate

Gainful Employment Disclosure located at http://www.ppcc.edu/ge.

The accounting certificate program is designed to allow students to become proficient in using the computer for basic bookkeeping and spreadsheet applications. Students will also be prepared to accomplish normal office procedures.

Required Courses

ACC 115	Payroll Accounting	3
ACC 121	Accounting Principles I	4
ACC 122	Accounting Principles II	4
ACC 125	Computerized Accounting	3
ACC 135	Spreadsheet Applications for Accounting	3
or		
CIS 155	PC Spreadsheet Concepts	(3)
BUS 115	Introduction to Business	3
CIS 118	Introduction to PC Applications	3
or		
CSC 105	Computer Literacy	(3)
MAT 112	Financial Mathematics	3
Elective Choose three to four (3-4)		3-4

Total Credit Hours **29-30**

Electives

Choose 3-4 hours from the following courses

ACC 131	Income Tax	3
or		
ACC 132	Tax Help Colorado	(2)
and		
ACC 133	Tax Help Colorado Practicum	(1)
ACC 287	Cooperative Education	3
BTE 100	Computer Keyboarding	1
BTE 108	Ten-Key by Touch	1
BUS 217	Business Communication & Report Writing	3
CIS 135	Complete PC Word Processing	3
COM 115	Public Speaking	3
ENG 121	English Composition I: CO1	3
or		
ENG 131	Technical Writing I	(3)
FIN 106	Consumer Economics	3
MAN 116	Principles of Supervision	3

Allied Health

Associate of Applied Science Degree

Recommended basic skills standards are

- ENG 090
- MAT 090
- REA 090

This degree program is intended to introduce students to a variety of potential career paths in allied health. Students will complete certifications in several areas including: CNA, Phlebotomy & EMT-Basic. Students are given the opportunity to progress to higher levels of study in multiple medical fields.

General Education Courses

CIS 118	Introduction to PC Applications	3
or		
CSC 105	Computer Literacy	(3)
COM 125	Interpersonal Communication	3
or		
COM 225	Organizational Communication	(3)
ENG 121	English Composition: CO1	3
or		
ENG 131	Technical Writing I	(3)
MAT 107	Career Math	3

PSY 101	General Psychology I: SS3	3
SPA 115	Spanish for the Professional I: Medical	3
		18

Other Course Requirements

EMS 125	EMT Basic	9
EMS 170	EMT Basic Clinical	1
HPR 101	Customer Service in Healthcare	2
HPR 102	CPR for Professionals	0.5
HPR 112	Phlebotomy	4
HPR 113	Advanced Phlebotomy	4
HPR 140	Orientation to Health Careers (Leadership)	6
HPR 178	Medical Terminology	2
HPR 208	Advanced Medical Terminology	2
MOT 125	Basic Medical Sciences I	3
MOT 133	Basic Medical Sciences II	3
MOT 135	Basic Medical Sciences III	3
NUA 101	Certified Nurse Aide Health Care Skills	4
NUA 170	Nurse Assistant Clinical Experience	1
NUA 171	Advanced Nurse Aide Clinical	1
		45.5

Total Credit Hours **63.5**

Architectural Engineer / Construction Management

Associate of Applied Science Degree

Recommended basic skills standards are
ENG 090
MAT 090
REA 090

This program prepares students to be technical assistants in architectural or construction firms or to be building product representatives assisting architects, engineers, contractors, manufacturers, and other professionals connected with the building industry.

All students should schedule appointments with Architectural Engineer / Construction Management program advisors before enrolling in class.

Students may complete deficiencies concurrently with the beginning courses in the program. Students not meeting a course prerequisite must have instructor permission to enroll.

General Education Courses

ENG 121	English Composition I: CO1	3
or		
ENG 131	Technical Writing I	(3)
MAT 107	Career Math or higher	3
Nine (9) additional credit hours from list below		9
		15

Select nine (9) credit hours

ART 110	Art Appreciation: AH1	3
CIS 118	Introduction to PC Applications	3
or		
CSC 105	Computer Literacy	(3)
HIS 101	Western Civilization: Antiquity-1650: HI1	3
MUS 120	Music Appreciation: AH1	3
PSY 100	Psychology of Workplace Relationships	3
or		
PSY 101	General Psychology I: SS3	(3)
SPA 101	Conversational Spanish I	3

Course requirements for all emphasis areas

AEC 101	Basic Architectural Drafting	4
AEC 102	Residential Construction Drawing	4
AEC 104	Architectural Drawing Theory	4
AEC 109	Architectural Building Materials I	2
AEC 125	History of Architecture	3
AEC 204	Architectural Graphics	3
AEC 218	Sustainable Building Systems	3
AEC 228	Contracts & the Legal Environment	3
AEC 236	International Building Codes	3
CAD 101	Computer Aided Drafting I	3
		32

Emphasis Areas

Architectural

Students choosing this option are trained to be paraprofessionals in architectural, engineering, and construction offices with primary skills of architectural drawing and construction assembly technology.

AEC 202	Architectural Design & Analysis	4
AEC 206	Applied Structure Analysis	3
AEC 209	Architectural Building Materials II	3
AEC 221	Building Electrical/Mechanical Systems	3
AEC 225	Architectural Design & Development	4
CAD 224	Revit	3
		20

Total Hours for Architectural Degree Emphasis **67**

Construction

Students choosing this option will primarily work for a construction company in an administrative capacity doing estimating, scheduling, project management, construction assembly technology, and job-site problem solving.

AEC 206	Applied Structure Analysis	3
AEC 209	Architectural Building Materials II	3
AEC 220	Surveying	3
AEC 221	Building Electrical/Mechanical Systems	3
AEC 222	Estimating & Print Reading	5
AEC 226	Construction Scheduling	3
		20

Total Hours for Construction Degree Emphasis **67**

Product Representative

Students choosing this business-oriented option will learn basic selling and marketing techniques. Other items covered include estimating, bid submittals, and furnishing technical information to professionals in the building industry.

AEC 209	Architectural Building Materials II	3
AEC 221	Building Electrical/Mechanical Systems	3
AEC 222	Estimating & Print Reading	5
BUS 115	Introduction to Business	3
BUS 216	Legal Environment of Business	3
MAR 111	Principles of Sales	3
MAR 216	Principles of Marketing	3
		23

Total Hours for Product Rep. Degree Emphasis **70**

Certificates

Gainful Employment Disclosure located at http://www.ppcc.edu/ge.

Basic Drafting

AEC 101	Basic Architectural Drafting	4
AEC 104	Architectural Drawing Theory	4
		8

CAD Professional Upgrade

CAD 101	Computer Aided Drafting	3
CAD 224	Revit	3
		6

Construction Professional Upgrade

AEC 220	Surveying	3
AEC 222	Estimating & Print Reading	5
AEC 226	Construction Scheduling	3
		11

Intermediate Drafting

AEC 101	Basic Architectural Drafting	4
AEC 102	Residential Construction Drawing	4
AEC 104	Architectural Drawing Theory	4
CAD 101	Computer Aided Drafting I	3
		15

Automotive Collision Technology

Associate of Applied Science Degree

Recommended basic skills standards are

- AAA 090
- ENG 060
- MAT 030
- REA 090

This program prepares students to enter into, or upgrade skills in, auto collision repair. Students have the opportunity to develop skills in non-structural metal repair, structural repair, and all aspects of refinishing. Students who complete a certificate program are prepared to enter into a specific area of the collision repair industry. The degree program provides students with a broader background and training in all areas of auto collision repair. Students completing either a degree or certificate program should have little difficulty in finding employment. The program utilizes late-model vehicles for training purposes and is certified by the National Institute for Automotive Service Excellence (ASE).

Students must provide their own work clothes and hand tools. A complete set of collision repair tools should be purchased before job entry.

Students may complete deficiencies concurrently with the beginning courses in the program. Students not meeting a course prerequisite must have instructor permission to enroll.

Additionally, students should work with a program faculty advisor to ensure that they are taking the correct classes for their program.

General Education Courses

CIS 118	Introduction to PC Applications	3
COM 225	Organizational Communication	3
MAT 107	Career Math	3
General Education Electives approved list can be found on page 76		6
		15

Automotive Collision Technology Courses

ACT 101	Introduction to Automotive Collision Technology	4
ACT 111	Metal Welding & Cutting I	3
ACT 121	Non-Structural Repair Preparation	3
ACT 122	Panel Repair & Replacements	3
ACT 123	Metal Finishing & Body Filling	3
ACT 131	Structural Damage Diagnosis	3
ACT 132	Structural Damage Repair	3
ACT 142	Surface Preparation I	2
ACT 143	Spray Equipment Operation	2
ACT 144	Refinishing I	2
ACT 151	Plastics & Adhesives I	1
ACT 180	Automotive Collision Repair Internship Level I	4
ACT 181	Automotive Collision Repair Level II Internship	4
ACT 211	Metal Welding & Cutting II	2
ACT 221	Movable Glass & Hardware	2
ACT 231	Advanced Structural Damage Diagnosis & Repair	3
ACT 232	Fixed Glass	2
ACT 241	Paint Defects – Causes & Cures	3
ACT 242	Surface Preparation II	2
ACT 243	Refinishing II	2
ACT 244	Final Detail	2
ACT 251	Plastics & Adhesives II	1
		56

Total Credit Hours **71**

Certificates

Gainful Employment Disclosure located at http://www.ppcc.edu/ge.

Automotive Plastics Repair Technician

ACT 101	Introduction to Automotive Collision Technology	4
ACT 121	Non-Structural Repair Preparation	3
ACT 151	Plastics & Adhesives I	1
ACT 242	Surface Preparation II	2
ACT 243	Refinishing II	2
ACT 251	Plastics & Adhesives II	1
Total Credit Hours		**13**

Non-Structural Repair Technician

ACT 101	Introduction to Automotive Collision Technology	4
ACT 111	Metal Welding & Cutting I	3
ACT 121	Non-Structural Repair Preparation	3
ACT 122	Panel Repair & Replacements	3
ACT 123	Metal Finishing & Body Filling	3
ACT 180	Automotive Collision Repair Internship Level I	4
ACT 211	Metal Welding & Cutting II	2
ACT 221	Movable Glass & Hardware	2
Total Credit Hours		**24**

Refinish Prep Technician

ACT 101	Introduction to Automotive Collision Technology	4
ACT 142	Surface Preparation I	2
ACT 143	Spray Equipment Operation	2
ACT 144	Refinishing I	2
ACT 244	Final Detail	2
Total Credit Hours		**12**

Refinish Technician

ACT 181	Automotive Collision Repair Level II Internship	4
ACT 241	Paint Defects – Causes & Cures	3
ACT 242	Surface Preparation II	2
ACT 243	Refinishing II	2
Total Credit Hours		**11**

R & I Technician

ACT 101	Introduction to Automotive Collision Technology	4
ACT 121	Non-Structural Repair Preparation	3
ACT 221	Movable Glass & Hardware	2
Total Credit Hours		**9**

Structural Repair Technician

ACT 131	Structural Damage Diagnosis	3
ACT 132	Structural Damage Repair	3
ACT 231	Advanced Structural Damage Diagnosis & Repair	3
ACT 232	Fixed Glass	2
Total Credit Hours		**11**

Automotive Technology

Associate of Applied Science Degree

Recommended basic skills standards are:

- AAA 090
- ENG 060
- MAT 030
- REA 090

The Automotive and Diesel Technology programs lead to an interesting and challenging career in the repair, service, sales, and supply fields. Three degrees are offered in this program: Automotive Technology, Diesel Technology, and Automotive Technology with a Diesel emphasis. The Automotive Technology Degree has a specific focus on automotive service and repair. The Diesel Technology Degree has a specific focus on the repair and service of heavy duty diesel powered vehicles. The Automotive Technology/Diesel emphasis focus is on light duty diesel powered vehicles. i.e.; automotive diesel and light trucks. Students also have the option to pursue a variety of automotive and diesel certificates. Students also have the option to pursue a Motorsports Certificate. Motorsports courses are offered on a limited basis at this time during the summer semester only.

Students entering this program should exhibit the following qualities: mechanical aptitude, ability to read and follow detailed instructions, enjoy precision work and problem solving.

Students are required to provide appropriate work clothing, safety glasses, and a basic set of hand tools. (See automotive program advisors for specifics)

General Education Courses

CIS 118	Introduction to PC Applications	3
COM 225	Organizational Communication	3
MAT 107	Career Math	3
General Education Electives approved list can be found on page 76		6
		15

*Elective hours must meet general education requirements. See list of approved general education courses. Students must consult with advisors for selection of elective courses to enhance their employability.

Automotive Technology

ASE 102	Introduction to the Automotive Shop	2
ASE 110	Brakes I	3
ASE 120	Basic Automotive Electricity	2
ASE 123	Battery, Starting, & Charging	2
ASE 130	General Engine Diagnosis	2
ASE 132	Ignition System Diagnosis & Repair	2
ASE 134	Automotive Emissions	2
ASE 140	Suspension & Steering I	3
ASE 150	Automotive U-joint & Axle Shaft Service	2
ASE 151	Automotive Manual Transmission/Transaxles & Clutches	2
ASE 152	Differentials & 4WD/AWD Service	2
ASE 160	Automotive Engine Removal & Installation	1
ASE 161	Engine, Disassembly, Diagnosis & Assembly	5
ASE 210	Brakes II	3
ASE 221	Auto/Diesel Body Electrical	4
ASE 231	Auto/Diesel Computers	2
ASE 233	Fuel Injection & Exhaust Systems	4
ASE 235	Driveability Diagnosis	1
ASE 240	Suspension & Steering II	3
ASE 265	Heating, Air Conditioning & Refrigeration Technology	5
ASE 250	Automatic Transmission/Transaxle Service	1
Total Hours for Automotive Technology Degree Emphasis		**68**

Automotive Technology/Diesel

ASE 110	Brakes I	3
ASE 120	Basic Automotive Electricity	2
ASE 123	Battery, Starting, & Charging	2
ASE 132	Ignition System Diagnosis & Repair	2
ASE 140	Suspension & Steering I	3
ASE 151	Automotive Manual Transmission/Transaxles & Clutches	2
ASE 161	Engine, Disassembly, Diagnosis & Assembly	5
ASE 210	Brakes II	3
ASE 231	Auto/Diesel Computers	2
ASE 233	Fuel Injection & Exhaust Systems	4
ASE 240	Suspension & Steering II	3
ASE 265	Heating, Air Conditioning & Refrigeration Technology	5
DPM 100	Introduction to Diesel Mechanics	2
DPM 101	Diesel Shop Orientation	2
DPM 103	Diesel Engines I	4
DPM 106	Fuel Injection	3
DPM 107	Fundamentals of Four-Wheel & Front-Wheel Drive	4
DPM 203	Diesel Engines II	4
DPM 210	Air Induction & Engine Analysis	1
DPM 222	H/D Lighting & Instrumentation	4
Total Hours for Automotive Technology/Diesel Degree Emphasis		**75**

Certificates

Gainful Employment Disclosure located at http://www.ppcc.edu/ge.

Air Conditioning & Heating

ASE 102	Introduction to the Automotive Shop	2
ASE 120	Basic Automotive Electricity	2
ASE 123	Battery, Starting, & Charging	2
ASE 265	Heating, Air Conditioning & Refrigeration Technology	5
Total Credit Hours		**11**

Automotive Brakes

ASE 102	Introduction to the Automotive Shop	2
ASE 110	Brakes I	3
ASE 120	Basic Automotive Electricity	2
ASE 123	Battery, Starting, & Charging	2
ASE 210	Brakes II	3
Total Credit Hours		**12**

Automotive Electricity

ASE 102	Introduction to the Automotive Shop	2
ASE 120	Basic Automotive Electricity	2
ASE 123	Battery, Starting, & Charging	2
ASE 220	Specialized Electronics Training	2
ASE 221	Auto/Diesel Body Electrical	4
ASE 231	Auto/Diesel Computers	2
Total Credit Hours		**14**

Automotive Parts

ASE 102	Introduction to the Automotive Shop	2
ASE 110	Brakes I	3
ASE 120	Basic Automotive Electricity	2
ASE 123	Battery, Starting, & Charging	2
ASE 132	Ignition System Diagnosis & Repair	2
ASE 134	Automotive Emissions	2
ASE 140	Suspension & Steering I	3
ASE 150	Automotive U-Joint & Axle Shaft Service	2
ASE 151	Manual Transmission/Transaxles & Clutches	2
ASE 152	Differentials & 4WD/AWD Service	2
ASE 160	Automotive Engine Removal & Installation	1
ASE 161	Engine, Disassembly, Diagnosis & Assembly	5
ASE 201	Parts Management	1
ASE 210	Brakes II	3
ASE 221	Auto/Diesel Body Electrical	4
ASE 231	Auto/Diesel Computers	2
ASE 233	Fuel Injection & Exhaust Systems	4
ASE 240	Suspension & Steering II	3
ASE 265	Heating, Air Conditioning & Refrigeration Technology	5
Total Credit Hours		**50**

Automotive Technology

ASE 102	Introduction to the Automotive Shop	2
ASE 110	Brakes I	3
ASE 120	Basic Automotive Electricity	2
ASE 123	Battery, Starting, & Charging	2
ASE 132	Ignition System Diagnosis & Repair	2
ASE 134	Automotive Emissions	2
ASE 140	Suspension & Steering I	3
ASE 150	Automotive U-joint & Axle Shaft Service	2
ASE 151	Automotive Manual Transmission/Transaxles & Clutches	2
ASE 152	Differentials & 4WD/AWD Service	2
ASE 160	Automotive Engine Removal & Installation	1
ASE 161	Engine, Disassembly, Diagnosis & Assembly	5
ASE 210	Brakes II	3
ASE 220	Specialized Electronics Training	2
ASE 221	Auto/Diesel Body Electrical	4
ASE 231	Auto/Diesel Computers	2
ASE 233	Fuel Injection & Exhaust Systems	4
ASE 240	Suspension & Steering II	3
ASE 265	Heating, Air Conditioning & Refrigeration Technology	5
Total Credit Hours		**51**

Automatic Transmissions

ASE 102	Introduction to the Automotive Shop	2
ASE 120	Basic Automotive Electricity	2
ASE 123	Battery, Starting, & Charging	2
ASE 250	Automatic Transmission/Transaxle Service	1
ASE 251	Automatic Transmission/Transaxle Diagnosis & Assemblies	5
Total Credit Hours		**12**

Engine Performance

ASE 102	Introduction to the Automotive Shop	2
ASE 120	Basic Automotive Electricity	2
ASE 123	Battery, Starting, & Charging	2
ASE 130	General Engine Diagnosis	2
ASE 132	Ignition System Diagnosis & Repair	2
ASE 134	Automotive Emissions	2
ASE 160	Automotive Engine Removal & Installation	1
ASE 161	Engine, Disassembly, Diagnosis & Assembly	5
ASE 220	Specialized Electronics Training	2
ASE 221	Auto/Diesel Body Electrical	4
ASE 231	Auto/Diesel Computers	2
ASE 233	Fuel Injection & Exhaust Systems	4
ASE 235	Driveability Diagnosis	1
Total Credit Hours		**31**

Gasoline Engine Repair

ASE 102	Introduction to the Automotive Shop	2
ASE 120	Basic Automotive Electricity	2
ASE 123	Battery, Starting, & Charging	2
ASE 160	Automotive Engine Removal & Installation	1
ASE 161	Engine, Disassembly, Diagnosis & Assembly	5
Total Credit Hours		**12**

Manual Drivetrain

ASE 102	Introduction to the Automotive Shop	2
ASE 120	Basic Automotive Electricity	2
ASE 123	Battery, Starting, & Charging	2
ASE 150	Automotive U-joint & Axle Shaft Service	2
ASE 151	Automotive Manual Transmission/Transaxles & Clutches	2
ASE 152	Differentials & 4WD/AWD Service	2
Total Credit Hours		**12**

Suspension and Steering

ASE 102	Introduction to the Automotive Shop	2
ASE 120	Basic Automotive Electricity	2
ASE 123	Battery, Starting, & Charging	2
ASE 140	Suspension & Steering I	3
ASE 240	Suspension & Steering II	3
Total Credit Hours		**12**

Business Administration

Associate of Applied Science Degree

Recommended basic skills standards are

- AAA 090
- ENG 090
- MAT 090
- REA 090

Students may select from various programs to meet their specific career goals. Certificate programs can be completed in one year or less in the areas of Administrative Assistant, Business Foundations, Customer Service, Entrepreneurship, International Business, Management, Marketing, Real Estate, and Supervision.

Two-year associate of applied science degrees are available in several emphasis areas as detailed in the following section of this catalog. Transfer degrees intended to prepare the student for transfer to four-year institutions are also offered. Business students interested in transferring to a four-year university should refer to the Associate of Arts Degree in Business on page 47.

Faculty advisors are available to assist students in evaluating the various options. Call 502-3300 at the Centennial Campus or 502-3215 at the Rampart Range Campus for program information or to schedule a personal appointment with a program faculty advisor.

This degree program is designed for students who wish to pursue a career in business with a specific area of emphasis.

Students must also have demonstrated proficiency equivalent to the completion of BTE 100.
Students may complete deficiencies concurrently with the beginning courses in the program. Students not meeting a course prerequisite must have instructor permission to enroll.

General Education Requirements

CIS 118	Introduction to PC Applications	3
COM 115	Public Speaking	3
ECO 201	Principles of Macroeconomics: SS1	3
or		
ECO 202	Principles of Microeconomics: SS1	(3)
ENG 121	English Composition I	3
MAT 112	Financial Mathematics	3
		15

Business Foundation course requirements for all emphasis areas

ACC 101	Fundamentals of Accounting	3
or		
ACC 121	Accounting Principles I	(4)
BUS 115	Introduction to Business	3
FIN 106	Consumer Economics	3
MAN 128	Human Relations in Organizations	3
MAR 160	Customer Service	3
		15-16

NOTE: Completion of the 31.5-32.5 hours in General Education and Business Foundation courses earns the student a Business Foundations Certificate.

Emphasis Areas

Customer Service

The Customer Service Emphasis is designed to prepare the student for entry-level positions in business and governmental organizations that require customer contact roles, leading to customer satisfaction and the improved image of the organization.

BUS 181	Internship	3
BUS 216	Legal Environment of Business	3
BUS 217	Business Communication & Report Writing	3
COM 125	Interpersonal Communication	3
MAN 116	Principles of Supervision	3
MAN 200	Human Resource Management I	3
MAN 226	Principles of Management	3
MAN 246	Critical Issues in Marketing & Management	3
MAR 111	Principles of Sales	3
MAR 216	Principles of Marketing	3
		30

Total Credit Hours for Customer Service Emphasis **60-61**

Executive Assistant

The Executive Assistant Emphasis is designed to prepare students to become office professionals in entry-level positions that require skills in computer technology, communication skills, customer service, and office applications.

BTE 102	Keyboarding Applications I	2
BTE 108	Ten-Key by Touch	1
BTE 111	Keyboarding Speedbuilding I	2
BTE 166	Business Editing Skills	3
BUS 217	Business Communication & Report Writing	3
CIS 107	Voice Recognition: Dragon	1
CIS 135	Complete PC Word Processing	3
CIS 155	PC Spreadsheets Concepts	3
CIS 165	Complete Presentation Graphics	3
MAN 246	Critical Issues in Marketing & Management	3
Electives	Choose six (6) hours from list below	6
		30

Total Credit Hours for Executive Assistant Emphasis **60-61**

Executive Assistant Emphasis Electives

ACC 115	Payroll Accounting	3
ACC 125	Computerized Accounting	3
CIS 124	Introduction to Operating Systems	3
CIS 145	Complete PC Database	3
CWB 110	Complete Web Authoring	3
MAN 116	Principles of Supervision	3
MAN 200	Human Resource Management I	3

Management

The Management Emphasis is designed for those students whose career path or occupational goal includes working in a corporate organizational structure as a manager of a particular department or functional area.

BUS 181	Internship	3
or		
MAN 116	Principles of Supervision	(3)
BUS 216	Legal Environment of Business	3
BUS 217	Business Communication & Report Writing	3
BUS 226	Business Statistics	3
FIN 201	Principles of Finance	3
MAN 200	Human Resource Management I	3
MAN 226	Principles of Management	3
MAN 240	Strategic Management	3
MAN 246	Critical Issues in Marketing & Management	3
MAR 216	Principles of Marketing	3
		30

Total Credit Hours for Management Emphasis **60-61**

Marketing

The Marketing Emphasis is designed to prepare students for entry level and management training positions in advertising, marketing, purchasing, retailing, and sales. Cooperative/Internships are an integral part of the program emphasis. In addition to the Business Foundations courses, the student must complete the following:

BUS 181	Internship	3
BUS 216	Legal Environment of Business	3
BUS 217	Business Communication & Report Writing	3
MAN 226	Principles of Management	3
MAN 246	Critical Issues in Marketing & Management	3
MAR 111	Principles of Sales	3
MAR 216	Principles of Marketing	3
MAR 220	Principles of Advertising	3
MAR 249	Strategic Marketing	3
Electives	Choose three (3) hours from list below	3
		30

Total Credit Hours for Marketing Emphasis **60-61**

Marketing Emphasis Electives

BUS 182	Internship	3
MAN 216	Small Business Management	3

NOTE: Program advisors may approve additional elective choices.

Supervision

The Supervision Emphasis is designed for those students who are primarily interested in the supervisory or operational level of management in a small business or corporate entity. Skills, attitudes, and knowledge gained are based on effective first-level management needs. BUS 181 Internship I is an integral part of this emphasis area.

BUS 216	Legal Environment of Business	3
BUS 217	Business Communication & Report Writing	3
MAN 116	Principles of Supervision	3
MAN 200	Human Resource Management I	3
MAN 226	Principles of Management	3
MAN 246	Critical Issues in Marketing & Management	3
Electives	Choose twelve (12) hours from list below	12
		30

Total Credit Hours for Supervision Emphasis **60-61**

Supervision Emphasis Electives

BUS 181	Internship	3
MAN 240	Strategic Management	3
MAR 111	Principles of Sales	3
MAR 249	Strategic Marketing	3
PSY 112	Psychology of Adjustment	3

NOTE: Program advisors may approve additional elective choices.

Certificates

Gainful Employment Disclosure located at http://www.ppcc.edu/ge.

Recommended basic skills standards are

- AAA 090
- ENG 090
- MAT 060
- REA 090

Administrative Assistant

This certificate program is designed to prepare students to become office professionals in entry-level positions that require skills in computer technology, communication skills, customer service, and office applications.

Students may complete deficiencies concurrently with the beginning courses in the program. Students not meeting a course prerequisite must have instructor permission to enroll.

BTE 102	Keyboarding Applications I	2
BTE 108	Ten-Key by Touch	1
BTE 111	Keyboarding Speedbuilding I	2
BTE 166	Business Editing Skills	3
BUS 217	Business Communication & Report Writing	3
CIS 107	Voice Recognition: Dragon	1
CIS 135	Complete PC Word Processing	3
CIS 155	PC Spreadsheets Concepts	3
CIS 165	Complete Presentation Graphics	3
MAN 246	Critical Issues in Marketing & Management	3
Electives	Choose six (6) hours from list below	6

Total Credit Hours **30**

Administrative Assistant Electives

ACC 115	Payroll Accounting	3
ACC 125	Computerized Accounting	3
CIS 124	Introduction to Operating Systems	3
CIS 145	Complete PC Database	3
CWB 110	Complete Web Authoring	3
MAN 116	Principles of Supervision	3
MAN 200	Human Resource Management I	3
MAR 160	Customer Service	3

Business Foundations

This certificate will allow students exposure to most of the major areas of business. Students may complete deficiencies concurrently with the beginning courses in the program. Students not meeting a course prerequisite must have instructor permission to enroll.

ACC 101	Fundamentals of Accounting	3
or		
ACC 121	Accounting Principles I	(4)
BUS 115	Introduction to Business	3
CIS 118	Introduction to PC Applications	3
COM 115	Public Speaking	3
FIN 106	Consumer Economics	3
MAN 116	Principles of Supervision	3
MAN 128	Human Relations in Organizations	3
MAR 111	Principles of Sales	3
MAR 160	Customer Service	3
MAT 112	Financial Mathematics	3

Total Credit Hours **30-31**

Customer Service

The certificate prepares the student for both internal and external Customer Service analysis in Industry and Governmental Agencies.

BUS 181	Internship	3
BUS 216	Legal Environment of Business	3
BUS 217	Business Communication & Report Writing	3
COM 125	Interpersonal Communication	3
MAN 246	Critical Issues in Marketing & Management	3
MAR 160	Customer Service	3
MAR 216	Principles of Marketing	3
Electives	Choose nine (9) hours from electives list below	9

Total Credit Hours **30**

Customer Service Electives

MAN 200	Human Resource Management I	3
MAN 226	Principles of Management	3
PHI 113	Logic: AH3	3

NOTE: Program advisors may approve additional elective choices.

Management

The Management certificate program is designed for those students whose career path or occupational goal includes working in a corporate organizational structure as a manager of a particular department or functional area.

Students may complete deficiencies concurrently with the beginning courses in the program. Students not meeting a course prerequisite must have instructor permission to enroll.

BUS 181	Internship	3
BUS 216	Legal Environment of Business	3
BUS 217	Business Communication & Report Writing	3
BUS 226	Business Statistics	3
FIN 201	Principles of Finance	3
MAN 200	Human Resource Management I	3
MAN 226	Principles of Management	3
MAN 240	Strategic Management	3
MAN 246	Critical Issues in Marketing & Management	3
MAR 216	Principles of Marketing	3

Total Credit Hours **30**

Marketing

The Marketing certificate program is designed to prepare students for entry level and management training positions in advertising, marketing, purchasing, retailing, and sales. Paid cooperative/internships are an integral part of the program.

Students may complete deficiencies concurrently with the beginning courses in the program. Students not meeting a course prerequisite must have instructor permission to enroll.

BUS 181	Internship	3
BUS 182	Internship	3
BUS 216	Legal Environment of Business	3
BUS 217	Business Communication & Report Writing	3
BUS 281	Internship	3
MAN 216	Small Business Management	3
MAN 226	Principles of Management	3
MAN 246	Critical Issues in Marketing & Management	3

MAR 216	Principles of Marketing	3
MAR 220	Principles of Advertising	3
Total Credit Hours		**30**

Supervision

The Supervision certificate program is designed for those students who are primarily interested in the supervisory or operational level of management in a small business or a corporate entity. Skills, attitudes, and knowledge gained are based on effective first-level management needs. BUS 181 Internship is an integral part of the certificate.

Students may complete deficiencies concurrently with the beginning courses in the program. Students not meeting a course prerequisite must have instructor permission to enroll.

BUS 181	Internship	3
BUS 216	Legal Environment of Business	3
BUS 217	Business Communication & Report Writing	3
MAN 200	Human Resource Management I	3
MAN 226	Principles of Management	3
MAN 246	Critical Issues in Marketing & Management	3
Electives Choose twelve (12) hours from electives list below		12
Total Credit Hours		**30**

Supervision Electives

BUS 182	Internship	3
BUS 281	Internship	3
COM 125	Interpersonal Communication	3
MAN 240	Strategic Management	3
MAR 249	Strategic Marketing	3
PSY 112	Psychology of Adjustment	3

Cisco Certified Network Associate

Certificate

Gainful Employment Disclosure located at http://www.ppcc.edu/ge.

Recommended basic skills standards are

- AAA 090
- ENG 060
- MAT 060
- REA 090

This certificate program prepares students to design, build, and maintain networks capable of supporting national and global organizations. Course work covers a complete range of basic through advanced networking concepts from pulling cable to such complex concepts as subnet masking rules and strategies. Methods of learning are varied with interactive on-line lessons, texts, movies, and extensive hands-on applications. Upon successful completion, the program graduate is qualified to take the Cisco Networking Associate Certification examination.

Students may complete deficiencies concurrently with the beginning courses in the program. Students not meeting a course prerequisite must have instructor permission to enroll.

CNG 260	Cisco Network Associate I	5
CNG 261	Cisco Network Associate II	5
CNG 262	Cisco Network Associate III	5
CNG 263	Cisco Network Associate IV	5
Total Credit Hours		**20**

Computer Aided Drafting and Design - Mechanical

Associate of Applied Science Degree

Recommended basic skills standards are:

- AAA 090
- ENG 090
- MAT 090
- REA 090

This program prepares students for drafting positions in manufacturing, engineering, and other areas requiring production-ready drawings and models. Students will learn to prepare 2D and 3D drawings for fabrication using the latest release of AutoCAD. In addition, students will learn blueprint reading, problem-solving techniques, methods for customizing AutoCAD, use of research tools, general organizational skills and applications in geometry and trigonometry.

Students should schedule a meeting with the computer aided drafting program advisor prior to enrolling in classes. During this meeting, student's goals and preparedness can be assessed. Students may complete deficiencies concurrently with the beginning courses in the program. Students not meeting a course prerequisite must have instructor permission to enroll. Students must have the ability to type 20 WPM or have completed BTE 100. Students must be proficient in computer file maintenance or complete CIS 110 within their first semester.

General Education Courses

CIS 118	Introduction to PC Applications	3
ENG 121	English Composition I: C01	3
or		
COM 125	Interpersonal Communication	(3)
ENG 131	Technical Writing I	3
or		
BUS 217	Business Communication & Report Writing	(3)
MAT 107	Career Math	3
MAT 109	Geometry	3
PSY 100	Psychology of Workplace Relationships	3
or		
COM 217	Group Communication	(3)
		18

Required Courses (all emphasis areas)

CAD 100	Blueprint Reading for Computer Aided Drafting	3
CAD 101	Computer Aided Drafting I	3
CAD 102	Computer Aided Drafting II	3
CAD 151	Computer Aided Drafting/Technical Drafting Applications	4
CAD 202	Computer Aided Drafting /3D	3
CAD 219	3D/Max	3
CAD 255	Solid Works Mechanical	3
EGT 104	Technical Drafting IV	3
		25

Emphasis Areas

Electronics

ELT 106	Fundamentals of DC/AC	3
ELT 112	Advanced DC/AC	3
ELT 134	Solid State Devices I	3
ELT 135	Solid State Devices II	3
ELT 147	Digital Devices I	3
ELT 148	Digital Devices II	3
		18

Total Hours for Electronics Degree Emphasis **61**

HVAC

EGT 262	Sheet Metal Fabrication Drawings	3
HVA 102	Basic Refrigeration	4
HVA 105	Electricity for HVAC/R	4
WEL 106	Blueprint Reading for Welders & Fitters	4
One Technical Elective Course		3
		18

Total Hours for HVAC Degree Emphasis 61

Mechanical

ENT 247	Strengths of Materials	3
MAC 101	Introduction to Machine Shop	3
MAC 250	Advanced Inspection Techniques	3
MAC 252	Practical Metallurgy	3
TEC 205	Geometric Dimensioning & Tolerancing	3
One Technical Elective Course		3
		18

Total Hours for Mechanical Degree Emphasis 61

Recommended Technical Electives

CAD 201	Computer Aided Drafting / Custom	3
CAD 220	3D/Max Advanced	3
CAD 280	Internship	3
CSC 160	Computer Science I: (Language)	4
MAC 110	Introduction to Engine Lathe	3
MAC 120	Introduction to Milling Machine	3
MAC 240	CAD/CAM 2D	3
MAC 241	CAD/CAM 2D Lab	3
WEL 106	Blueprint Reading for Welders & Fitters	4

Certificates

Gainful Employment Disclosure located at http://www.ppcc.edu/ge.

Advanced CAD Skills

Prerequisite: Basic CAD Skills Certificate or equivalent

CAD 101	Computer Aided Drafting I	3
CAD 102	Computer Aided Drafting II	3
CAD 201	Computer Aided Drafting/Custom	3
CAD 202	Computer Aided Drafting/3D	3
Total Credit Hours		**12**

Basic CAD Skills

CAD 101	Computer Aided Drafting I	3
CAD 102	Computer Aided Drafting II	3
Total Credit Hours		**6**

CAD–Quality Assurance

CAD 100	Blueprint Reading for Computer Aided Drafting	3
MAC 250	Advanced Inspection Techniques	3
MAT 107	Career Math	3
TEC 205	Geometric Dimensioning & Tolerancing	3
Total Credit Hours		**12**

Parametric Modeling

CAD 151	Computer Aided Drafting/Technical Drafting Applications	4
CAD 202	Computer Aided Drafting/3D	3
CAD 255	Solid Works Mechanical	3
Total Credit Hours		**10**

Professional CAD

CAD 100	Blueprint Reading for Computer Aided Drafting	3
CAD 101	Computer Aided Drafting I	3
CAD 102	Computer Aided Drafting II	3
CAD 151	Computer Aided Drafting/Technical Drafting Applications	4
CIS 118	Introduction to PC Applications	3
EGT 104	Technical Drafting IV	3
MAT 107	Career Math	3
*9 Credit Hours of Guided Technical Electives		9
Total Credit Hours		**31**

*Students must meet with an advisor to select appropriate technical electives.

Skills for Interiors

Pending State Approval

IND 111	Drafting for Interiors	4
CAD 105	AutoCAD for Interiors	4
CAD 215	Advanced CAD for Interiors	3
Total Credit Hours		**11**

Computer Information Systems

Associate of Applied Science Degree

Recommended basic skills standards are

- ENG 090
- MAT 090
- REA 090

The Associate of Applied Science Degree is designed for students who plan careers as information systems specialists. This program is designed for a student who plans to obtain an entry-level position in the information technology field. It provides a broad background that allows for free movement within the computer industry.

Students must have the ability to type 20 WPM or have completed BTE 100.

Students may complete deficiencies concurrently with the beginning courses in the program. Students not meeting a course prerequisite must have the instructor permission to enroll.

General Education Courses

CIS 118	Introduction to PC Applications	3
or		
CSC 105	Computer Literacy	(3)
COM 115	Public Speaking	3
or		
COM 125	Interpersonal Communication	(3)
CSC 120	Problem Solving with (Software Package)	3
ENG 121	English Composition I: CO1	3
or		
ENG 131	Technical Writing I	(3)
MAT 121	College Algebra: MA1	4
		16

Required Courses

BUS 115	Introduction to Business	3
CIS 115	Introduction to Computer Information Systems	3
CIS 124	Introduction to Operating Systems	3
CIS 130	Introduction to the Internet	1
CIS 145	Complete PC Database	3
CIS 155	PC Spreadsheet Concepts	3
CIS 202	Automated Project Management: MS Project	3
CIS 240	Database Design	3
CIS 267	Management of Information Systems	3
CIS 268	Systems Analysis & Design I	3
CIS 287	Cooperative Education	3
or		
CIS 289	Capstone	(3)
CNG 101	Introduction to Networking	3

CSC 150	Visual Basic Programming	3
or		
CSC 154	Introduction to MS Visual Basic .NET (OOP)	(3)
or		
CSC 160	Computer Science I: (Language)	(4)
CWB 110	Complete Web Authoring	3
CWB 221	Technology Foundations for E-Commerce	3
Electives:		3
		43-44
Total Credit Hours		**62-63**

Electives can be any course: CIS, CNG, CSC, CWB, MGD (except CIS 118 or CSC 105)

Certificates

Gainful Employment Disclosure located at http://www.ppcc.edu/ge.

Computer Application Specialist

CIS 107	Voice Recognition: Dragon	1
CIS 118	Introduction to PC Applications	3
CIS 135	Complete PC Word Processing	3
CIS 145	Complete PC Database	3
CIS 155	PC Spreadsheet Concepts	3
CIS 165	Complete Presentation Graphics	3
Total Credit Hours		**16**

Database

CIS 130	Introduction to the Internet	1
CIS 124	Introduction to Operating Systems	3
CIS 145	Complete PC Database	3
CIS 146	Advanced Access	3
CIS 240	Database Design	3
CIS 243	Introduction to PL/SQL	3
Total Credit Hours		**16**

Help Desk

CIS 118	Introduction to PC Applications	3
CIS 124	Introduction to Operating Systems	3
CNG 101	Introduction to Networking	3
CIS 288	Practicum	1
CNG 104	Introduction to TCP/IP	3
CNG 121	Computer Technician I: A+	4
Total Credit Hours		**17**

IT Fundamentals

CIS 120	Technology for Career Development	1
BTE 100	Computer Keyboarding	1
or		
BTE 108	Ten-Key by Touch	(1)
MAR 160	Customer Service	3
CIS 115	Introduction to Computer Information Systems	3
Total Credit Hours		**8**

IT Security Essentials

CIS 263	PC Help Desk Skills	3
CNG 132	Principles of Information Security	3
Total Credit Hours		**6**

IT Support Essentials

CIS 203	Technology for Career Success	2
CIS 288	Practicum	1
CNG 121	Computer Technician I: A+	4
Total Credit Hours		**7**

Network Essentials

CIS 124	Introduction to Operating Systems	3
CNG 101	Introduction to Networking	3
Total Credit Hours		**6**

Programming

CSC 120	Problem Solving with (Software Package)	3
CSC 150	Visual Basic Programming	3
or		
CSC 154	Introduction to MS Visual Basic .NET (OOP)	(3)
CSC 160	Computer Science I: (Language)	4
CSC 161	Computer Science II: (Language)	4
CSC 225	Computer Architecture/Assembly Language Programming	4
Total Credit Hours		**18**

Software Fundamentals

CIS 131	Word Processing I	1
CIS 132	Word Processing II	1
CIS 140	Microsoft Outlook	1
CIS 141	PC Databases I	1
CIS 151	PC Spreadsheets I	1
CIS 152	PC Spreadsheets II	1
Total Credit Hours		**6**

Computer Networking Technology

Associate of Applied Science Degree

Recommended basic skills standards are

- AAA 090
- ENG 090
- MAT 090
- REA 090

The Associate of Applied Science Degree provides students with practical and relevant skills in the field of Computer Networking and Information Technology. In addition to obtaining an Associate of Applied Science Degree, the program provides a foundation for students to further achieve industry certifications such as CompTIA Network+ and CCNA (Cisco Certified Network Associate). Students completing this program will be able to demonstrate knowledge of computer software, computer hardware, network operating systems, networking device configuration, and network administration. Students entering this program should have a good foundation in math and reading, as well as basic familiarity with Microsoft Windows and internet browsers. Students may be advised to take additional courses to prepare them for the degree program.

Students may complete deficiencies concurrently with the beginning courses in the program. Students not meeting a course prerequisite must have instructor permission to enroll.

General Education Courses

BUS 115	Introduction to Business	3
COM 125	Interpersonal Communication	3
CIS 118	Introduction to PC Applications	3
or		
CSC 105	Computer Literacy	(3)
ENG 131	Technical Writing I	3
MAT 107	Career Math	3
or		
MAT 112	Financial Mathematics	(3)
		15

Other Course Requirements

CIS 124	Introduction to Operating Systems	3
CIS 155	PC Spreadsheet Concepts	3
CIS 202	Automated Project Management: MS Project	3
CIS 267	Management of Information Systems	3
CNG 101	Introduction to Networking	3
and		
CNG 104	Introduction to TCP/IP	3
or		
CNG 260	Cisco Network Associate I	(5)
CSC 120	Problem Solving with (Software Package)	3
CWB 110	Complete Web Authoring	3
Electives	Choose nine (9) hours from electives listed below	9
		32-33

Electives

Choose nine (9) hours from any courses within the disciplines of BUS, CIS, CNG, CSC, CWB, MAN, MAR, MGD except CIS 118, CNG 101, CSC 105, and MGD 104.

Cisco Certified Network Associate (CCNA)

CNG 261	Cisco Network Associate II	5
CNG 262	Cisco Network Associate III	5
CNG 263	Cisco Network Associate IV	5
		15
Total Credit Hours for CCNA Emphasis		**62-64**

Network+

CIS 223	Linux	3
CNG 102	Local Area Networks	3
CNG 103	Wide Area Networks	3
CNG 108	Network Analysis & Design	3
CWB 221	Technology Foundations for E-Commerce	3
		15
Total Credit Hours for Network+ Emphasis		**62-64**

Certificates

Gainful Employment Disclosure located at http://www.ppcc.edu/ge.

The Computer Networking Technology certificate provides students with practical and relevant skills in the field of Computer Networking and Information Technology. The Certificate program provides a foundation for students to further achieve industry certifications such as CompTIA Network+ and CCNA (Cisco Certified Network Associate). Students completing this program will be able to demonstrate knowledge of computer software, computer hardware, network operating systems, networking device configuration, and network administration. Students entering this program should have a good foundation in math and reading, as well as basic familiarity with Microsoft Windows and internet browsers. Students may be advised to take additional courses to prepare them for the degree program.

Students may complete deficiencies concurrently with the beginning courses in the program. Students not meeting a course prerequisite must have the instructor permission to enroll.

Cisco Certified Network Associate (CCNA)

CIS 118	Introduction to PC Applications	3
or		
CSC 105	Computer Literacy	(3)
CIS 124	Introduction to Operating Systems	3
CIS 155	PC Spreadsheets Concepts	3
CNG 260	Cisco Network Associate I	5
CNG 261	Cisco Network Associate II	5
CNG 262	Cisco Network Associate III	5
CNG 263	Cisco Network Associate IV	5
CWB 110	Complete Web Authoring	3
Total Credit Hours		**32**

Network+

CIS 118	Introduction to PC Applications	3
or		
CSC 105	Computer Literacy	(3)
CIS 124	Introduction to Operating Systems	3
CIS 155	PC Spreadsheets Concepts	3
CIS 223	Linux	3
CNG 101	Introduction to Networking	3
CNG 102	Local Area Networks	3
CNG 103	Wide Area Networks	3
CNG 104	Introduction to TCP/IP	3
CWB 110	Complete Web Authoring	3
CWB 221	Technology Foundations for E-Commerce	3
Total Credit Hours		**30**

Criminal Justice

Associate of Applied Science Degree

Recommended basic skills standards are

- AAA 090
- ENG 090
- MAT 090
- REA 090

The Criminal Justice Program at PPCC is designed to upgrade the skills and knowledge of employed criminal justice professionals, and to provide a pre-employment or transfer program to students interested in the field, or in continuing on to a four year school.

With a wide variety of emphasis areas, including Investigations/Management, Patrol, Corrections and Crime Scene Investigation, and corresponding certificates. The student seeking an AAS degree, or the professional employed in the field can upgrade their skills for hiring, advancement and promotion. PPCC offers one of the broadest ranges of course offerings in the nation.

An AAS degree from PPCC will open doors into many opportunities in law enforcement at the state, federal and local level. Our students have gone on to careers in Criminal Investigations, as Crime Scene Investigators, Corrections officers, State and Federal Probation and Parole officers, and many others. Several PPCC graduates have advanced to become chiefs of police and sheriffs.

Students should realize, however, that a degree from PPCC will not guarantee a position with an agency in the criminal justice field. Many agencies impose requirements other than education for employment. These requirements may be related to age, physical condition, height, weight and vision. The majority of employers in the criminal justice field will not hire persons with a felony conviction, or a lengthy history of drug use. Some arrests and/or convictions for certain crimes will also be disqualifiers. Employers in the field screen for certain psychological and personality traits, and many give pre-employment polygraph tests.

Prospective students with questions concerning the foregoing should consult with faculty advisors.

General Education Courses

CIS 118	Introduction to PC Applications	3
or		
CSC 105	Computer Literacy	(3)
ENG 121	English Composition I: CO1	3
or		
ENG 131	Technical Writing I	(3)
ENG 122	English Composition II: CO2	3
or		
COM 115	Public Speaking	(3)
or		
POS 125	American State & Local Government: SS1	(3)

MAT 107	Career Math	3
or		
MAT 120 or higher	(3-4)	
PSY 112	Psychology of Adjustment	3
AAS Approved General Elective		3
		18-19

Required Courses (all emphasis areas)

CRJ 110	Introduction to Criminal Justice	3
CRJ 125	Law Enforcement Operations	3
CRJ 145	Correctional Process	3
CRJ 205	Principles of Criminal Law	3
CRJ 208	Criminal Evidence	3
CRJ 210	Constitutional Law	3
CRJ 216	Juvenile Law & Procedures	3
CRJ 220	Human Relations & Social Conflict	3
CRJ 230	Criminology	3
LEA 118	Police Report Writing	3
Emphasis Area		12
		42
Total Credit Hours		**60-61**

Emphasis Areas

Choose twelve (12) credit hours in one emphasis area

Investigations/Management

CRJ 209	Criminal Investigation I	3
CRJ 211	Criminal Investigation II	3
CRJ 245	Interview & Interrogation	3
CRJ 250	Computer Crime Investigation	3
CRJ 257	Victimology	3
CRJ 268	Criminal Profiling	3
CRJ 280	Internship	3
LEA 218	Drug Investigative Strategies	3

Patrol

CRJ 209	Criminal Investigation I	3
CRJ 211	Criminal Investigation II	3
CRJ 225	Crisis Intervention	3
CRJ 257	Victimology	3
CRJ 280	Internship	3
LEA 126	Police Patrol Procedures	3
LEA 246	Traffic Investigation	3

Corrections

CRJ 146	Community Based Corrections	3
CRJ 215	Constitutional Rights of Inmates	3
CRJ 249	Penology	3
CRJ 255	Organizational Management of Correctional Institutions	3
CRJ 280	Internship	3

Crime Scene Investigations (CSI)

CRJ 127	Crime Scene Investigation	3
CRJ 209	Criminal Investigation I	3
CRJ 264	Practical Crime Scene Investigation	3
LEA 167	Fingerprinting	3
LEA 260	Police Photography	3

Certificates

Gainful Employment Disclosure located at http://www.ppcc.edu/ge.

Advanced Investigations

CRJ 211	Criminal Investigation II	3
CRJ 245	Interview & Interrogation	3
CRJ 264	Practical Crime Scene Investigation	3
LEA 260	Police Photography	3
Total Credit Hours		**12**

Basic Criminology

CRJ 110	Introduction to Criminal Justice	3
CRJ 216	Juvenile Law & Procedures	3
CRJ 230	Criminology	3
Total Credit Hours		**9**

Basic Investigations

CRJ 127	Crime Scene Investigation	3
CRJ 209	Criminal Investigation I	3
CRJ 211	Criminal Investigation II	3
LEA 118	Report Writing	3
LEA 167	Fingerprinting	3
Total Credit Hours		**15**

Corrections

CIS 118	Introduction to PC Applications	3
CRJ 145	Correctional Process	3
CRJ 146	Community Based Corrections	3
CRJ 215	Constitutional Rights of Inmates	3
LEA 118	Report Writing	3
Total Credit Hours		**15**

Criminal Justice Basic

CRJ 110	Introduction to Criminal Justice	3
CRJ 125	Law Enforcement Operations	3
CRJ 216	Juvenile Law & Procedures	3
CRJ 220	Human Relations & Social Conflict	3
Total Credit Hours		**12**

Patrol

CRJ 110	Introduction to Criminal Justice	3
CRJ 125	Law Enforcement Operations	3
CRJ 209	Criminal Investigation I	3
CRJ 225	Crisis Intervention	3
LEA 118	Report Writing	3
Total Credit Hours		**15**

Culinary Arts

Associate of Applied Science Degree

Recommended basic skills standards are

- AAA 090
- ENG 090
- MAT 060
- REA 090

Culinary Arts continues to be one of the fastest growing career fields in the world. The culinary profession is a field different from most others, as it demands unusual circumstances and lengthy hours. The traits necessary to become a Culinarian are dedication, endurance and ambition. Upon completion, the student will be able to work in a professional establishment as a second cook or station supervisor.

Students entering this course of study will be required to have completed, or demonstrated proficiency equivalent to the completion of ENG 090, MAT 060, REA 090, CUA 100, CUA 101, and must pass the national ServSafe Certification prior to enrolling into future Culinary Arts lab courses. Students must see a faculty advisor before registering for this program.

General Education Courses

BUS 115	Introduction to Business	3
CIS 118	Introduction to PC Applications	3
or		
CSC 105	Computer Literacy	(3)
ENG 131	Technical Writing I	3
MAT 112	Financial Mathematics	3
PSY 100	Psychology of Workplace Relationships	3
		15

Emphasis Areas

Culinary Arts

The AAS Degree Program focuses on every aspect of working in a professional kitchen. Students will be trained in the following areas of study; basic food prep, sanitation, nutrition, supervision, baking, catering, wines and spirits, gardé manger (cold kitchen), purchasing, and soups, sauces, and consommés. Students will also be required to complete an on the job internship prior to graduation.

Once a student completes the AAS Culinary Arts Program, they can apply for certification with the American Culinary Federation as becoming a Certified Cook (CC). Students must be Junior Members of the ACF at the time of graduation. The Culinary Program encourages the students to receive certification due to the increase of positions in the United States that require an individual to be certified to work in different professional establishments.

Additional required courses

CUA 100	Culinary Program Fundamentals	3
CUA 101	Food Safety & Sanitation	2
CUA 105	Food Service Concepts & Management Skills	3
CUA 116	Catering, Buffets, & Tableside Cooking	3
CUA 120	Wines & Spirits	2
CUA 125	Introduction to Foods	4
CUA 127	Soups, Sauces, & Consommés	3
CUA 129	Center of the Plate	4
CUA 145	Introduction to Baking	4
CUA 156	Nutrition for the Hospitality Professional	3
CUA 210	Advanced Cuisine & Gardé Manger	4
CUA 233	Advanced Line Prep & Cookery	4
CUA 245	International Cuisine	2
CUA 262	Purchasing for the Hospitality Industry	3
CUA 281	Internship	4
		48

Total Credit Hours for Culinary Arts Emphasis **63**

Baking and Pastry

This two year program is designed for students seeking advanced employment in the baking and pastry field as assistant pastry chefs, or as a bakeshop station chef. During the course of study students will learn and demonstrate basic baking skills, equipment, decorating, show pieces, breads, advanced desserts, and wedding cakes. Students will also be trained in sanitation, cost controls, purchasing, management skills, and nutrition.

Examinations will be given throughout the program. Once a student completes the AAS Baking and Pastry Arts Program, they can apply for certification with the American Culinary Federation as becoming a Certified Pastry Cook (CPC). Students must be Junior Members of the ACF at the time of graduation. Students entering this course of study will be required to have completed, or demonstrated proficiency equivalent to the completion of ENG 090, MAT 060, REA 090, CUA 100, CUA 101, and must pass the national ServSafe Certification prior to enrolling into future Culinary Arts lab courses. Students must see a faculty advisor before registering for this program. Students must see a faculty advisor before registering for this program.

Additional required courses

CUA 100	Culinary Program Fundamentals	3
CUA 101	Food Safety & Sanitation	2
CUA 105	Food Service Concepts & Management Skills	3
CUA 116	Catering, Buffets, & Tableside Cooking	3
CUA 125	Introduction to Foods	4
CUA 127	Soups, Sauces, & Consommés	3
CUA 145	Introduction to Baking	4
CUA 150	Baking: Decorating & Presentation	3
CUA 151	Baking: Intermediate Bread Preparation	3
CUA 152	Individual Fancy Dessert Production	3
CUA 156	Nutrition for the Hospitality Professional	3
CUA 161	Wedding Cakes	2
CUA 236	Advanced Baking	2
CUA 261	Cost Controls	3
CUA 262	Purchasing for the Hospitality Industry	3
CUA 281	Internship	4
		48

Total Credit Hours for Baking and Pastry Emphasis **63**

Food Service Management

The AAS Degree Program focuses on the aspect of management in a professional food service operation. Students will be trained in the following areas of study; basic food prep, sanitation, cost controls, purchasing, legal aspects, nutrition, catering, beverages management, and supervision skills. Students will also be required to complete an on the job internship prior to graduation.

Students may also take the national examinations by the National Restaurant Association Educational Foundation throughout the degree. Students that complete and pass the required exams will be eligible to receive the Manage First Professional Credential with the documentation of 800 hours industry related training.

Students entering this course of study will be required to have completed, or demonstrated proficiency equivalent to the completion of ENG 090, MAT 060, REA 090, CUA 100, CUA 101, and must pass the national ServSafe Certification prior to enrolling into future Culinary Arts lab courses. Students must see a faculty advisor before registering for this program.

Additional required courses

CUA 100	Culinary Program Fundamentals	3
CUA 101	Food Safety & Sanitation	2
CUA 105	Food Service Concepts & Management Skills	3
CUA 116	Catering, Buffets, & Tableside Cooking	3
CUA 120	Wines & Spirits	2
CUA 125	Introduction to Foods	4
CUA 156	Nutrition for the Hospitality Professional	3
CUA 157	Menu Planning	3
CUA 190	Dining Room Management	4
CUA 255	Supervision in the Hospitality Industry	3
CUA 256	Marketing in the Hospitality Industry	3
CUA 261	Cost Controls	3
CUA 262	Purchasing for the Hospitality Industry	3
CUA 263	Legal Aspects of Hospitality Management	3
CUA 281	Internship	4
		46

Total Credit Hours for Food Service Management Emphasis 61

Certificates

Gainful Employment Disclosure located at http://www.ppcc.edu/ge.

Baking

This program will prepare students for employment in baking and the art of pastries. The certificate program will develop the students' skills and understanding in the areas of chocolates, confections items, ice creams and frozen desserts, yeast products, quick breads, sculpted items, sugar work, use of fruits, and national desserts. Students completing the certificate program could find employment in these specific areas: baker, baking assistant, journeyman baker, cake decorator, candy maker, or pastry cook. Examinations will be given throughout the duration of the program.

Students entering this course of study will be required to have completed, or demonstrated proficiency equivalent to the completion of ENG 090, MAT 060, REA 090, CUA 100, CUA 101, and must pass the national ServSafe Certification prior to enrolling into future Culinary Arts lab courses. Students must see a faculty advisor before registering for this program.

CUA 100	Culinary Program Fundamentals	3
CUA 101	Food Safety & Sanitation	2
CUA 105	Food Service Concepts & Management Skills	3
CUA 145	Introduction to Baking	4
CUA 150	Baking: Decorating & Presentation	3
CUA 151	Baking: Intermediate Bread Preparation	3
CUA 152	Individual Fancy Dessert Production	3
CUA 156	Nutrition for the Hospitality Professional	3
CUA 236	Advanced Baking	2
CUA 262	Purchasing for the Hospitality Industry	3

Total Credit Hours 29

Culinary Arts

This program is designed for students who seek employment as a journeyman cook, station cook, or entry level cook in a professional establishment. Students will develop skills and understanding of line cookery, basic baking, saucier station, production, nutrition, sanitation, menu planning, cold food production, and entree preparation. Examinations will be given throughout the program.

Students entering this course of study will be required to have completed, or demonstrated proficiency equivalent to the completion of ENG 090, MAT 060, REA 090, CUA 100, CUA 101, and must pass the national ServSafe Certification prior to enrolling into future Culinary Arts lab courses. Students must see a faculty advisor before registering for this program.

CUA 100	Culinary Program Fundamentals	3
CUA 101	Food Safety & Sanitation	2
CUA 105	Food Service Concepts & Management Skills	3
CUA 125	Introduction to Foods	4
CUA 127	Soups, Sauces, & Consommés	3
CUA 129	Center of the Plate	4
CUA 145	Introduction to Baking	4
CUA 156	Nutrition for the Hospitality Professional	3
CUA 210	Advanced Cuisine & Gardé Manger	4
CUA 233	Advanced Line Prep & Cookery	4

Total Credit Hours 34

Culinary Arts: Basic Skills

This certificate is designed for students seeking basic skills to enter the food services field. Students will learn national sanitation standards, management skills, and introduction to baking and cooking skills. Students will obtain the knowledge to work as a station cook with a food service establishment upon completion of this program. Examinations will be given throughout the program.

Students entering this course of study will be required to have completed, or demonstrated proficiency equivalent to the completion of ENG 090, MAT 060, REA 090, CUA 100, CUA 101, and must pass the national ServSafe Certification prior to enrolling into future Culinary Arts lab courses. Students must see a faculty advisor before registering for this program.

CUA 100	Culinary Program Fundamentals	3
CUA 101	Food Safety & Sanitation	2
CUA 105	Food Service Concepts & Management Skills	3
CUA 125	Introduction to Foods	4
CUA 145	Introduction to Baking	4

Total Credit Hours 16

Food Service Management

This program is designed for students who seek employment as supervisor in food service management. Students will learn skills and understanding in cost controls, employee management, marketing, sanitation standards, basic nutrition, menu development, establishment concepts, customer and business legalities, catering, wine selection, basic cooking, and purchasing. Examinations will be given throughout the program.

Students entering this course of study will be required to have completed, or demonstrated proficiency equivalent to the completion of ENG 090, MAT 060, REA 090, CUA 100, CUA 101, and must pass the national ServSafe Certification prior to enrolling into future Culinary Arts lab courses. Students must see a faculty advisor before registering for this program.

CUA 100	Culinary Program Fundamentals	3
CUA 101	Food Safety & Sanitation	2
CUA 105	Food Service Concepts & Management Skills	3
CUA 116	Catering, Buffets, & Tableside Cooking	3
CUA 120	Wine & Spirits	2
CUA 125	Introduction to Foods	4
CUA 156	Marketing in the Hospitality Industry	3
CUA 190	Dining Room Management	4
CUA 256	Marketing in the Hospitality Industry	3
CUA 261	Cost Controls	3
CUA 262	Purchasing for the Hospitality Industry	3
CUA 263	Legal Aspects of Hospitality Management	3

Total Credit Hours 36

Dental Assisting

Associate of Applied Science Degree

Recommended basic skills standards are

- ENG 090
- MAT 030
- REA 090

A dental assistant is a skilled and essential member of the dental health care team in the delivery of preventive and restorative dentistry. The continuing demand for dental assistants makes this program an opportunity for a productive career.

The Dental Assisting certificate program prepares students for employment as chair-side dental assistants. In addition to the prescribed coursework, a minimum of 300 clinical hours is required to complete the program. Students must provide their own transportation to their clinical sites. A complete physical examination is required prior to the beginning of the clinical experience, and a Hepatitis B vaccination is strongly recommended.

Students must be at least 18 years of age before enrolling in Dental Radiology courses. Students must earn a C or better in all dental assisting courses in order to graduate. Students must submit to a criminal background check and a drug screening prior to entering their clinical internship assignments. (Student fees for these tests apply)

The Dental Assisting certificate program is accredited by the American Dental Association's Commission on Dental Accreditation. Graduates of the certificate program are eligible to take the Dental Assisting National Board (DANB) Examination. Successful completion of the DANB Examination awards students the status of Certified Dental Assistant (CDA).

Students who wish to pursue the Associate of Applied Science Degree in Dental Assisting must be a graduate of an ADA accredited dental assisting certificate program. Students participating in the AAS Degree program will be given instruction, laboratory experience, and clinical experience in expanded functions as permitted by the Dental Practice Law of Colorado. Students who wish to develop skills as an expanded functions dental assistant but, are not graduates of an ADA accredited dental assisting program, must be a Certified Dental Assistant or have a minimum of two years of full time documented experience as a chairside dental assistant, preferably in a general dentistry practice.

Students who are interested in either the certificate program or the AAS degree program must meet with a dental assisting program advisor prior to enrolling in any dental assisting courses.

General Education Courses

CIS 118	Introduction to PC Applications	3
COM 115	Public Speaking	3
or		
COM 125	Interpersonal Communication	(3)
or		
ENG 121	English Composition I: CO1	(3)
COM 225	Organizational Communication	3
or		
ENG 122	English Composition II: CO2	(3)
PSY 101	General Psychology I: SS3	3
or		
PSY 112	Psychology of Adjustment	(3)
PSY 102	General Psychology II: SS3	3
or		
PSY 235	Human Growth and Development: SS3	(3)
		15

Additional required courses

DEA 102	Principles of Clinical Practice	3
DEA 104	Specialties of Dentistry	2
DEA 111	Dental Office Management	2
DEA 120	Introduction to Dental Practices	1
DEA 121	Dental Science I	3
DEA 122	Dental Science II	3
DEA 123	Dental Materials I	3
DEA 124	Dental Materials II	3
DEA 125	Dental Radiography	3
DEA 126	Infection Control	3
DEA 131	Advanced Dental Radiography	3
DEA 132	Medical Emergencies in the Dental Office	2
DEA 134	Prevention & Nutrition in Dentistry	2
DEA 140	Dental Assisting National Board Review	1
DEA 181	Clinical Internship I	1
DEA 182	Clinical Internship II & Seminar	6
DEA 200	Introduction to Expanded Functions	4
DEA 205	Expanded Functions for Dental Auxiliary	4
		49

Total Credit Hours **64**

Certificate

Gainful Employment Disclosure located at http://www.ppcc.edu/ge.

Dental Assisting

CIS 118	Introduction to PC Applications	3
COM 115	Public Speaking	3
or		
COM 125	Interpersonal Communication	(3)
or		
ENG 121	English Composition I: CO1	(3)
DEA 102	Principles of Clinical Practice	3
DEA 104	Specialties in Dentistry	2
DEA 111	Dental Office Management	2
DEA 120	Introduction to Dental Practices	1
DEA 121	Dental Science I	3
DEA 122	Dental Science II	3
DEA 123	Dental Materials I	3
DEA 124	Dental Materials II	3
DEA 125	Dental Radiography	3
DEA 126	Infection Control	3
DEA 131	Advanced Dental Radiography	3
DEA 132	Medical Emergencies in the Dental Office	2
DEA 134	Prevention & Nutrition in Dentistry	2
DEA 140	Dental Assisting National Board Review (Elective)	1
DEA 181	Clinical Internship I	1
DEA 182	Clinical Internship II & Seminar	6

Total Credit Hours **46-47**

Diesel Technology

Associate of Applied Science Degree

Recommended basic skills standards are:

- AAA 090
- ENG 060
- MAT 060
- REA 090

This program prepares students for entry level positions in the field of heavy duty diesel vehicle repair and parts supply. Areas of emphasis are engine repair, fuel supply and management, suspension and brakes, hydraulic systems operation, and lighting and instrumentation. The program provides students with a broad foundation in the diesel repair field employers are looking for.

Students entering this program should exhibit the following qualities: mechanical aptitude, ability to read and follow instructions as outlined in service repair manuals, and enjoy precision work and problem solving. Students must provide appropriate work clothing, safety glasses, and a basic set of hand tools. Please meet with your advisor to get the required hand tool list.

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

General Education Courses

CIS 118	Introduction to PC Applications	3
COM 225	Organizational Communication	3
MAT 107	Career Math	3
General Education Electives from approved list can be found on page 76		6
		15

Other Course Requirements

ASE 265	Heating, Air Conditioning & Refrigeration Technology	5
DPM 100	Introduction to Diesel Mechanics	2
DPM 101	Diesel Shop Orientation	2
DPM 103	Diesel Engines I	4
DPM 105	Heavy Duty Powertrains I	3
DPM 106	Diesel Fuel Systems	3
DPM 121	Hydraulic Systems I	3
DPM 122	Hydraulic Systems II	3
DPM 140	H/D Steering & Suspension I	3
DPM 203	Diesel Engines II	4
DPM 205	Heavy Duty Powertrains II	3
DPM 206	Heavy Duty Brake Systems I	3
DPM 207	Heavy Duty Brake Systems II	3
DPM 210	Diesel Air Induction	1
DPM 222	H/D Lighting & Instrumentation	4
DPM 240	H/D Steering & Suspension II	3
		49

Total Credit Hours **64**

Certificates

Gainful Employment Disclosure located at http://www.ppcc.edu/ge.

Diesel Engine Performance

DPM 100	Introduction to Diesel Mechanics	2
DPM 101	Diesel Shop Orientation	2
DPM 106	Fuel Injection	3
DPM 210	Air Induction & Engine Analysis	1
DPM 222	H/D Lighting & Instrumentation	4
Total Credit Hours		**12**

Diesel Engine Repair

ASE 160	Engine Removal & Installation	1
DPM 100	Introduction to Diesel Mechanics	2
DPM 101	Diesel Shop Orientation	2
DPM 103	Diesel Engines I	4
DPM 203	Diesel Engines II	4
Total Credit Hours		**13**

Diesel Fuel Injection

ASE 120	Basic Automotive Electricity	2
DPM 100	Introduction to Diesel Mechanics	2
DPM 101	Diesel Shop Orientation	2
DPM 106	Fuel Injection	3
Total Credit Hours		**9**

Early Childhood Education

Associate of Applied Science Degree

Recommended basic skills standards are

- ENG 090
- MAT 060
- REA 090

Early Childhood Education, like all education, demands well-prepared teachers. A growing body of research supports the value of high-quality early childhood programs for children's later success in school and in life, the most important determinant of which is the teacher.

Pikes Peak Community College and the Early Childhood Education program faculty are committed to providing the optimal course of study that meets the career goals of each student. The Early Childhood Education program is the foundation for a challenging and rewarding career in early childhood care and education as well as other related fields.

All students registered for ECE classes, both lecture-based and practicum-based courses, must submit to a criminal background check the first semester of enrollment. This process is completed online through the PPCC Human Resources Department, with an associated cost for the background check service. Further instructions are available on the ECE home page and will be provided the first day of class.

Upon completion of the Early Childhood Education program, students will be able to meet the educational qualifications for group leader and director as defined by the Colorado Department of Human Services.

All students should schedule an appointment with an Early Childhood Education program advisor prior to enrolling in a class. Please call 719-502-3300 to schedule an appointment.

General Education Courses

CIS 118	Introduction to PC Applications	3
or		
CSC 105	Computer Literacy	(3)
ENG 121	English Composition I: CO1	3
MAT 112	Financial Mathematics	3
PSY 101	General Psychology I: SS3	3
or		
PSY 112	Psychology of Adjustment	(3)
SOC 101	Introduction to Sociology I: SS3	3
or		
SOC 205	Sociology of Family Dynamics: SS3	(3)
		15

Courses required for all emphasis areas

ECE 101	Introduction to Early Childhood Education	3
ECE 102	Introduction to Early Childhood Lab Techniques	3
ECE 103	Guidance Strategies for Children	3
ECE 111	Infant & Toddler Theory & Practice	3
ECE 112	Introduction to Infant/Toddler Lab Techniques	3
ECE 191	School Age Theory & Practice	3
ECE 205	Nutrition, Health & Safety	3
ECE 209	Observing and Utilizing Young Children's Assessment Instruments	1
ECE 220	Curriculum Development: Methods & Techniques	3
ECE 226	Creativity & the Young Child	3
ECE 238	Child Growth & Development	3
ECE 240	Administration of Early Childhood Care & Education Programs	3
ECE 241	Admin: Human Relations for Early Childhood Professions	3
ECE 256	Working with Parents, Families & Community Systems	3

ECE 260	Exceptional Child	3
ECE 289	Capstone: Early Childhood Education	5
		48

Additional Requirements

Six (6) credit hours. Choose 2 of the following 3 courses

ECE 113	Infant/Toddler Lab Techniques II	3
ECE 192	School Age Lab Techniques	3
ECE 261	Exceptional Child Lab Techniques	3
		6

Total Credit Hours **69**

Certificates

Gainful Employment Disclosure located at http://www.ppcc.edu/ge.

Basic Skills

ECE 101	Introduction to Early Childhood Education	3
ECE 102	Introduction to Early Childhood Lab Techniques	3
ECE 103	Guidance Strategies for Children	3
ECE 226	Creativity & the Young Child	3
HWE 103	Community First Aid & CPR	1
Total Credit Hours		**13**

Director

ECE 101	Introduction to Early Childhood Education	3
ECE 102	Introduction to Early Childhood Lab Techniques	3
ECE 103	Guidance Strategies for Children	3
ECE 111	Infant & Toddler Theory & Practice	3
ECE 205	Nutrition, Health & Safety	3
ECE 220	Curriculum Development: Methods & Techniques	3
ECE 238	Child Growth & Development	3
ECE 240	Administration of Early Childhood Care & Education Programs	3
ECE 241	Admin: Human Relations for Early Childhood Professions	3
ECE 260	Exceptional Child	3
Total Credit Hours		**30**

ECT DHS Minimum Qualifications

ECE 101	Introduction to Early Childhood Education	3
or		
ECE 103	Guidance Strategies for Children	3
ECE	Elective Course of Choice	3
Total Credit Hours		**6**

Infant Toddler

ECE 111	Infant & Toddler Theory & Practice	3
ECE 112	Introduction to Infant/Toddler Lab Techniques	3
ECE 113	Infant/Toddler Lab Techniques II	3
ECE 238	Child Growth & Development	3
ECE 256	Working with Parents, Families & Community Systems	3
ECE 260	Exceptional Child	3
Total Credit Hours		**18**

Preschool

ECE 101	Introduction to Early Childhood Education	3
ECE 102	Introduction to Early Childhood Lab Techniques	3
ECE 103	Guidance Strategies for Children	3
ECE 209	Observing and Utilizing Young Children's Assessment Instruments	1
ECE 220	Curriculum Development: Methods & Techniques	3
ECE 238	Child Growth & Development	3
ECE 256	Working with Parents, Families & Community Systems	3
ECE 260	Exceptional Child	3
Total Credit Hours		**22**

Electronics Technology

Associate of Applied Science Degree

Recommended basic skills standards are

- AAA 090
- ENG 060
- MAT 060
- REA 090

This degree program prepares students with technical job entry skills as electronics technicians. Graduates become qualified to work in electronic automation and in control systems environments. Measurement, instrumentation, control systems automation and industrial robotics are work-related areas for career path employment.

Maximizing student success in the electronic program is the department goal. The program faculty recommends that students develop the following desirable skill and knowledge foundations to enhance student success:

- advanced college level study skills
- working knowledge of algebraic principles and basic trigonometric functions
- college-level reading and comprehension skills
- working knowledge and application of college-level English
- demonstrated time management skills
- awareness of workplace utilization of self-management work teams
- basic understanding of physics principles
- keyboarding, mouse, and MS Windows experience
- understanding of basic science and physics principles

Students who want individualized program planning suggestions are encouraged to meet with program faculty. Please call (719) 502-3600 to schedule an appointment.

Fall semester course sequencing provides concurrent enrollment in ELT 106, ELT 112 and ELT 163. Spring semester course sequencing provides concurrent enrollment in ELT 134, ELT 135, ELT 147, and ELT 148. Students should see a program faculty person if unable to take these courses concurrently.

Students may complete deficiencies concurrently with the beginning courses in the program. Students not meeting a course prerequisite must have instructor permission to enroll.

General Education Courses

COM 125	Interpersonal Communication	3
or		
COM 217	Group Communication	(3)
CSC 105	Computer Literacy	3
ENG 131	Technical Writing I	3
MAT 107	Career Math	3
PHY	Any Physics Course	4-5
		16-17

Discipline Specific Requirements Recommended Sequence:

ELT 106	Fundamentals of DC/AC	3
ELT 112	Advanced DC/AC	3
ELT 134	Solid State Devices I	3
ELT 135	Solid State Devices II	3
ELT 147	Digital Devices I	3
ELT 148	Digital Devices II	3
ELT 163	Soldering	1

ELT 215	Operational Amplifiers	3
ELT 248	Automated Control Circuits	3
ELT 252	Motors & Controls	3
ELT 257	Sensors & Transducers	3
ELT 258	Programmable Logic Controllers	3
ELT 259	Advanced Programmable Logic Controllers	3
ELT 261	Microprocessors	3
ELT 268	Robotic Technologies	3
ELT 280	Internship	3
		46
Total Credit Hours		**62-63**

Certificates

Gainful Employment Disclosure located at http://www.ppcc.edu/ge.

Basic Electicity & Electronics

ELT 106	Fundamentals of DC/AC	3
ELT 112	Advanced DC/AC	3
ELT 134	Solid State Devicies I	3
ELT 135	Solid State Devicies II	3
ELT 147	Digital Devices I	3
ELT 148	Digital Devices II	3
ELT 163	Soldering	1
Total Credit Hours		**19**

Emergency Medical Services

Associate of Applied Science Degree

Recommended basic skills standards are

- AAA 090
- ENG 060
- MAT 030
- REA 060

Pikes Peak Community College offers a variety of courses in the Emergency Medical Services field. It is a Colorado Department of Health and Environment, Pre-hospital Care Division approved training center. It has the approval of the State Board for Community Colleges and Occupational Education. The programs are implemented with the cooperation of local medical societies and emergency medical agencies.

Paramedic

This program provides the Emergency Medical Technician at the Paramedic level with the opportunity to complete the educational requirements for the AAS Degree in Emergency Medical Services. Options are designed for the EMT-Paramedic level to allow students an opportunity to pursue a career compatible with their interest.

General Education Requirements

BIO 201	Human Anatomy & Physiology I: SC1	4
BIO 202	Human Anatomy & Physiology II: SC1	4
CIS 118	Introduction to PC Applications	3
ENG 121	English Composition I: CO1	3
PSY 101	General Psychology I: SS3	3
		17

Other course requirements

EMS 225	Fundamentals of Paramedic Practice	3
EMS 226	Fundamentals of Paramedic Practice Lab	2
EMS 227	Paramedic Special Considerations	3
EMS 228	Paramedic Special Considerations Lab	2
EMS 229	Paramedic Pharmacology	3
EMS 230	Paramedic Pharmacology Lab	2
EMS 231	Paramedic Cardiology	5
EMS 232	Paramedic Cardiology Lab	1
EMS 233	Paramedic Medical Emergencies	4
EMS 234	Paramedic Medical Emergencies Lab	1
EMS 235	Paramedic Trauma Emergencies	4
EMS 236	Paramedic Trauma Emergencies Lab	1
EMS 237	Paramedic Internship Preparation	2
EMS 280	Paramedic Internship I	6
EMS 281	Paramedic Internship II	6
		45
Total Credit Hours		**62**

Certificates

Gainful Employment Disclosure located at http://www.ppcc.edu/ge.

Emergency Medical Technician–Basic

EMS 125	EMT Basic	9
EMS 170	EMT Basic Clinical	1
Total Credit Hours		**10**

Emergency Medical Technician–Paramedic

BIO 201	Human Anatomy & Physiology I: SC1	4
BIO 202	Human Anatomy & Physiology II: SC1	4
EMS 225	Fundamentals of Paramedic Practice	3
EMS 226	Fundamentals of Paramedic Practice Lab	2
EMS 227	Paramedic Special Considerations	3
EMS 228	Paramedic Special Considerations Lab	2
EMS 229	Paramedic Pharmacology	3
EMS 230	Paramedic Pharmacology Lab	2
EMS 231	Paramedic Cardiology	5
EMS 232	Paramedic Cardiology Lab	1
EMS 233	Paramedic Medical Emergencies	4
EMS 234	Paramedic Medical Emergencies Lab	1
EMS 235	Paramedic Trauma Emergencies	4
EMS 236	Paramedic Trauma Emergencies Lab	1
EMS 237	Paramedic Internship Preparation	2
EMS 280	Paramedic Internship I	6
EMS 281	Paramedic Internship II	6
Total Credit Hours		**53**

Energy Management Technology

Associate of Applied Science Degree

Recommended basic skills standards are

- AAA 090
- ENG 060
- MAT 090
- REA 090

The Energy Management Technology program will provide graduates with skills for numeric quantification of energy-related projects and programs. The focus of study will be commercial systems with an introduction to industrial systems, and will position the graduate for a career in energy management beyond the residential and small commercial realm. Potential work capacities include energy manager or assistant, energy specialist / technician for energy engineering company, technical support for energy services performance contractor or energy services companies (ESPC / ESCO), facilities maintenance energy support specialist, commissioning provider technician, team member in the energy branch of construction contractor, energy technical support or sales position for a product manufacturer, building facilities manager, or building maintenance supervisor.

A cornerstone of the program is the understanding of building systems and their energy use characteristics. With this knowledge comes the ability to identify viable energy saving measures in buildings, communicate effectively with building occupants and

owners, and calculate potential savings with good confidence. Additionally, graduates will be well prepared for the Association of Energy Engineers (AEE) Certified Energy Manager program, a widely recognized credential in the industry. The curriculum has been pre-approved by AEE for their EMIT program (Engineering Manager In Training) which allows the graduate to take the technical test in advance of the required years of field experience, and use the designation EMIT by their name during the industry training period following graduation.

General Education Courses

COM 115	Public Speaking	3
ENG 131	Technical Writing I	3
MAT 121	College Algebra: MA1	4
MAT 166	Pre-Calculus: MA1	5
PHY 111	Physics: Algebra-Based I with Lab: SC1	5
PHY 112	Physics: Algebra-Based II with Lab: SC1	5
		25

Other Course Requirements

CIS 155	PC Spreadsheet Concepts	3
EGG 243	Engineering Economics	3
ENY 200	Energy Management	4
ENY 201	Alternative Energy Systems	4
ENY 211	Energy Systems and Controls I	5
ENY 212	Energy Systems and Controls II	5
ENY 221	Quantifying Energy Use I	4
ENY 222	Quantifying Energy Use II	4
ENY 241	Energy Engineering Lab	5
HVA 105	Electricity for HVAC/R	4
HVA 204	Direct Digital Controls	4
HVA 259	Introduction to Commercial HVAC Design	4
		49

Total Credit Hours **74**

Farrier Science

Certificate

Gainful Employment Disclosure located at http://www.ppcc.edu/ge.

Students completing the Farrier Science certificate will gain skills necessary for entry level employment in the area of professional Farrier, knowledgeable in the various needs of different horses and horseshoeing needs.

FAS 100	Farrier Science I	4
FAS 110	Farrier Science II	4
FAS 120	Farrier Science III	4

Total Credit Hours **12**

Fire Science Technology

Associate of Applied Science Degree

Recommended basic skills standards are

- AAA 090
- ENG 090
- MAT 060
- REA 090

This program is designed to prepare individuals who have little or no experience with the firefighting profession for entry-level positions in the fire service industry. This program is also designed to allow experienced firefighters to receive awarded credits for knowledge gained through experience and training through the Fire Science Credit for Prior Learning Program, after which their learning can be expanded by successfully completing additional courses to complete the degree.

A plan for the entry into and completion of the fire science technology degree should be discussed with the Fire Science faculty advisors. This advising is needed to provide thorough information on the requirements of the degree program as well as to align the courses of the degree with the students' academic and career goals.

Students may complete deficiencies concurrently with the beginning courses in the program. Students not meeting a course prerequisite must have instructor permission to enroll.

The Fire Science Technology AAS degree requires 70 credits for completion. Fifteen credits are in general education, 12 credits are in technical electives, and 43 credits are in required technical courses.

General Education Courses

CIS 118	Introduction to PC Applications	3
or		
CSC 105	Computer Literacy	(3)
ENG 121	English Composition I: CO1	3
or		
ENG 131	Technical Writing I	(3)
ENG 122	English Composition II: CO2	3
or		
COM 225	Introduction to Organizational Communication	(3)
MAT 107	Career Math or higher level math	3
POS 111	American Government: SS1	3
or		
PSY 101	General Psychology I: SS3	(3)
		15

Technical Courses

FST 102	Principles/Emergency Services	3
FST 103	Occupational Safety & Health for Fire	3
FST 104	Fire Protection Systems	3
FST 105	Building Construction for Fire Protection	3
FST 106	Fire Prevention	3
FST 107	Hazardous Materials Operations (Level I)	3
FST 201	Instructional Methodology (Fire Instructor I, II)	3
FST 202	Strategy & Tactics	3
FST 203	Fire Hydraulics & Water Supply	4
FST 204	Principles of Code Enforcement	3
FST 205	Fire Investigation I	3
FST 206	Fire Company Supervision & Leadership (Fire Officer I)	3
FST 259	Wildland Firefighting Strategy & Tactics	3
		40

Total Credit Hours **67**

Technical Elective Courses

Choose 12 hours from the following courses

EMS 115	First Responder	3
EMS 125	EMT Basic	8
FST 100	Firefighter I	9
FST 150	Introduction to Fire Prevention Education	3
FST 160	Candidate Physical Abilities Preparation	3
FST 207	Fire Fighting Strategy & Tactics II	3
FST 250	Chemistry for Fire Protection	3
FST 252	Fire Investigation II	3
FST 254	Hazardous Materials Technician Level	3
FST 257	Fire Department Administration	3

Other FST credits do count for Technical Elective courses.

Certificate

Gainful Employment Disclosure located at http://www.ppcc.edu/ge.

Basic Firefighter

EMS 125	EMT Basic	9
FST 100	Firefighter I	9
FST 107	Hazardous Material Operations (Level I)	3
Total Credit Hours		**21**

Geographic Information Systems

Associate of Applied Science

Recommended basic skills standards are

- ENG 090
- MAT 090

The Geographic Information Systems Associate of Applied Science Degree is a program that integrates the mapping sciences, geographic information systems technology, and spatial analysis in a program related to computer supported data storage, management, and display functions. The program offers students the opportunity to develop the skills and abilities required of professionals in geographic information systems and related fields. Geospatial techniques are used to aid in decision making in fields as diverse as business, marketing, homeland security, public policy, environment, engineering, public health, archeology and criminal justice by identifying patterns between graphical information (maps) and data.

General Education Courses

CIS 118	Introduction to PC Applications	3
or		
CSC 105	Computer Literacy	(3)
ENG 131	Technical Writing I	3
or		
ENG 121	English Composition I: CO1	(3)
MAT 135	Introduction to Statistics: MA1	3
and		
MAT 179	Computer Applications for Statistical Procedures	1
or		
MAT 121	College Algebra: MA1	(4)
GEO 105	World Regional Geography: SS2	3
GEO 111	Physical Geography – Landforms: SC1	4
		17

Other Course Requirements

CSC 150	Visual Basic Programming	3
or		
CSC 154	Introduction to MS Visual Basic .NET (OOP)	(3)
CIS 145	Complete PC Database	3
or		
CIS 243	Introduction to PL/SQL	(3)
GIS 101	Introduction to Geographic Information Systems	3
GIS 110	Introduction to Cartography	3
GIS 165	GIS Project Management	3
GIS 205	GIS Applications	3
GIS 211	Spatial Data Modeling & Analysis	4
GIS 212	Remote Sensing & Digital Image Processing	4
GIS 280	Internship	4
Electives choose thirteen (13) from electives list below		13
		43
Total Credit Hours		**60**

Approved Electives

GIS 131	GPS for Geographic Information Systems	3
GIS 207	Introduction to ArcView 3D Analyst	3
GIS 208	Introduction to ArcView Network Analyst	3
GIS 209	Introduction To ArcView Spatial Analyst	3
GIS 221	Community Assessment & Analysis	3
GIS 225	Spatial Analyst-Agriculture: GIS Approach	3
GIS 226	Spatial Hydrology – ArcView GIS	3

NOTE: The Department Chair may approve additional elective choices.

Certificate

Gainful Employment Disclosure located at http://www.ppcc.edu/ge.

The Geographic Information Systems certificate is designed to develop skills and abilities necessary for successful employment using GIS applications. GIS is a computer based data processing tool used to map, manage, analyze, display and model spatial information.

Enrolling students must be computer literate.

CIS 145	Complete PC Database	3
or		
CIS 243	Introduction to PL/SQL	(3)
CSC 150	Visual Basic Programming	3
or		
CSC 154	Introduction to MS Visual Basic .NET (OOP)	(3)
GIS 101	Introduction to Geographic Information Systems	3
GIS 205	GIS Applications	3
GIS 212	Remote Sensing & Digital Image Processing	4
GIS 280	Internship	2
Total Credit Hours		**18**

Health Information Technology

Associate of Applied Science Degree

Recommended basic skills standards are

- AAA 090
- ENG 090
- MAT 060
- REA 090

Health information technologists play a critical role in maintaining, collecting and analyzing the data that doctors, nurses and other healthcare providers rely on to deliver quality healthcare. They are experts in managing patient health information and medical records, administering computer information systems and coding the diagnosis and procedures for healthcare services provided to patients. HIT professionals work in a multitude of settings throughout the healthcare industry including hospitals, physician's offices and clinics, long term care facilities, insurance companies, government agencies and home care providers. Associates degree personnel hold positions such as health data analyst, insurance claims analyst, records technicians specialist, clinical coding specialist, physician practice manager, patient information coordinator. Students may progress to a bachelor's degree in Health Information Management (HIM).

General Education Courses

CIS 118	Introduction to PC Applications	3
COM 125	Interpersonal Communication	3
ENG 121	English Composition I: CO1	3
MAT 135	Introduction to Statistics: MA1	3
MAT 179	Statistics on Computers	1
PSY 101	General Psychology I: SS3	3
		16

Other Course Requirements		
HIT 101	Health Information Management Science	6
HIT 111	Health Data Management Information Systems	3
HIT 112	Legal Aspects for Health Records	2
HIT 188	Health Information Practicum I	2
HIT 222	Quality Management	3
HIT 225	Health Information Management	3
HIT 231	Clinical Classification II	5
HIT 288	Health Information Practicum II	2
HPR 106	Law & Ethics for Healthcare	2
HPR 178	Medical Terminology	2
HPR 208	Advanced Medical Terminology	2
MOT 125	Basic Medical Sciences I	3
MOT 130	Insurance Billing & Coding	3
MOT 131	Advanced Insurance Billing & Coding	3
MOT 132	Medical Transcription I	4
MOT 133	Basic Medical Sciences II	3
MOT 135	Basic Medical Sciences III	3
		51
Total Credit Hours		**67**

Heating, Air Conditioning and Refrigeration Technology

Associate of Applied Science Degree

Recommended basic skills standards are

- AAA 090
- ENG 060
- MAT 060
- REA 090

This program prepares students to enter the heating, air conditioning and refrigeration field. This field of work involves different trade disciplines. The two-year program of core courses trains students in residential and commercial heating, ventilation, air conditioning, and refrigeration. The emphasis will be on the servicing and maintenance of equipment found in residences, commercial buildings, and large facilities.

The AAS degree should enhance students' initial entry placement and better prepare them for upward mobility within any of the three option areas.

All students should schedule advising appointments with the Heating, Air Conditioning, and Refrigeration program advisor before enrolling in classes.

For success in this program the faculty recommends proficiency in math, reading, and English.

Students may wish to attend summer classes to fulfill their general education course requirements, thereby reducing their fall and spring semester loads.

Students may complete deficiencies concurrently with the beginning courses in the program. Students not meeting a course prerequisite must have instructor permission to enroll.

General Education Courses		
COM 217	Group Communication	3
CSC 105	Computer Literacy	3
ENG 131	Technical Writing I	3
MAT 107	Career Math	3
PSY 100	Psychology of Workplace Relationships	3
		15

Other course requirements		
HVA 102	Basic Refrigeration	4
HVA 105	Electricity for HVAC/R	4
HVA 110	Fundamentals of Gas Heating	4
HVA 111	Piping Skills	4
HVA 113	Refrigerant Recovery Training	1
HVA 132	Air Conditioning & Refrigeration Controls	4
HVA 142	Residential Air Conditioning	4
HVA 143	Residential HVAC Trouble Shooting	4
HVA 201	Heating For Commercial	3
HVA 204	Direct Digital Controls	4
HVA 206	International Mechanical Code	4
HVA 222	HVAC&R Systems Trouble Shooting	5
HVA 233	Advanced Refrigeration	4
HVA 241	Advanced Air Conditioning	3
		52
Total Credit Hours		**67**

Certificates

Gainful Employment Disclosure located at http://www.ppcc.edu/ge.

Direct Digital Controls

Students completing the Direct Digital Controls certificate will gain skills necessary for entry level employment in the area of environmental controls as they pertain to the HVAC systems found in modern commercial and industrial buildings.

Students entering this certificate program will have demonstrated prior work experience of no less than four years or completion of an Associates of Applied Science Degree in HVAC or Facilities Maintenance Technology from an accredited college.

ELT 101	Survey of Electronics	3
HVA 251	Building Automation I, Installer	4
HVA 252	Building Automation II, Service	4
HVA 253	Building Automation III, Advanced Operations	4
Total Credit Hours		**15**

Industry Upgrade

The Industry Upgrade certificate is designed for technicians currently employed in the HVAC&R field who want to upgrade their skills. The courses within this certificate option are constantly updated to include discussion of new technologies and equipment found in large modern facilities.

HVA 201	Heating For Commercial	3
HVA 204	Direct Digital Controls	4
HVA 222	HVAC&R Systems Trouble Shooting	5
HVA 233	Advanced Refrigeration	4
HVA 241	Advanced Air Conditioning	3
Total Credit Hours		**19**

Residential HVAC

The Residential HVAC certificate option provides a student with entry-level skills as a helper or apprentice in the installation, repair, and service of residential heating, ventilating, air conditioning, and refrigeration equipment found in today's residences.

HVA 102	Basic Refrigeration	4
HVA 105	Electricity for HVAC/R	4
HVA 110	Fundamentals of Gas Heating	4
HVA 111	Piping Skills	4
HVA 113	Refrigerant Recovery Training	1
HVA 132	Air Conditioning & Refrigeration Controls	4
HVA 142	Residential Air Conditioning	4
HVA 143	Residential HVAC Trouble Shooting	4
HVA 206	International Mechanical Code	4
Total Credit Hours		**33**

Homeland Security Emergency Management

Associate of Applied Science Degree

Recommended basic skills standards are

- ENG 090
- MAT 090
- REA 090

The Homeland Security/Emergency Management degree develops the competencies and skills necessary to address manmade and natural disasters. This program will prepare you to make decisions, problem solve, plan, implement, and coordinate resources necessary for preparedness, mitigation, response, and recovery from possible disasters. This Associate of Applied Science Degree is designed for students new to this field, as well as students in public safety professions who are looking to upgrade their competencies and skills.

General Education Courses

CSC 105	Computer Literacy	3
ENG 121	English Composition I: CO1	3
or		
ENG 131	Technical Writing I	(3)
MAT 120	Mathematics for Liberal Arts: MA1 or higher	3
POS 111	American Government: SS1	3

Choose one class from the following

ANT 101	Cultural Anthropology: SS3	3
or		
PSY 101	General Psychology I: SS3	(3)
or		
SOC 101	Introduction to Sociology I: SS3	(3)
		15

Required Courses

EMP 101	Principles of Emergency Management	3
EMP 105	Emergency Planning	3
EMP 106	Exercise Design Evaluation	3
EMP 107	Emergency Operation Centers & Communication	3
EMP 240	Leadership & Influence	3
PSM 130	Homeland Security Law	3
PSM 132	Homeland Defense: Forecasting Terrorism	3
PSM 133	Homeland Security: Chemical & Biological Defense	3
PSM 135	Critical Infrastructure Protection	1
PSM 137	Introduction to Mitigation	3
PSM 200	Nat'l Incident Mgmt. System/Interagency Operations	3
		31

Elective Courses (14 credit hours) **14**

ANT, CRJ, ECO, EMP, EMS, FST, GIS, HIS, MAN, POS, PSY, SOC and other approved colleges classes with departmental approval

Total Credit Hours **60**

Certificate

Gainful Employment Disclosure located at http://www.ppcc.edu/ge.

Homeland Security/Emergency Management

EMP 101	Principles of Emergency Management	3
EMP 106	Exercise Design Evaluation	3
EMP 107	Emergency Operation Centers & Communication	3
EMP 240	Leadership & Influence	3
PSM 130	Homeland Security Law	3
PSM 132	Homeland Defense: Forecasting Terrorism	3
PSM 133	Homeland Security: Chemical & Biological Defense	3
PSM 135	Critical Infrastructure Protection	1
PSM 200	Nat'l Incident Mgmt. System/Interagency Operations	3
Total Credit Hours		**25**

Interior Design

Associate of Applied Science Degree

Recommended basic skills standards are

- AAA 090
- ENG 090
- MAT 060
- REA 090

The Interior Design program provides students an opportunity to develop an understanding of the principles and elements of design and to study technical and visual interior elements as well as professional business practices related to the multi-faceted design industry. Students have the opportunity for more in-depth study of residential or commercial design through studio classes. The educational experience is enhanced with an internship.

Students may complete deficiencies concurrently with the beginning courses in the program. Students not meeting a course prerequisite must have instructor permission to enroll.

General Education Courses

ART 110	Art Appreciation: AH1	3
CSC 105	Computer Literacy	3
ENG 131	Technical Writing I	3
COM 115	Public Speaking	3
MAT 107	Career Math	3
		15

Other Course Requirements

CAD 105	AutoCAD for Interiors	4
IND 100	Interior Design Fundamentals	4
IND 107	History of Interior Design	3
IND 111	Drafting for Interiors	4
IND 113	Perspective & Rendering	3
IND 117	Interior Textiles	2
IND 118	Interior Finishes	2
IND 120	Interior Design II: Space Planning & Human Factors	3
IND 151	Residential Design	4
IND 161	Introduction to Kitchen & Bath Design	3
IND 201	Commercial Design	4
IND 205	Professional Practice for Interior Designers	2
IND 211	Interior Construction	4
IND 220	Interior Design III:Materials, Details, Codes & Specs	3

IND 225	Lighting Design	3
IND 288	Practicum	1
IND 289	Capstone: Advanced Design	3
Electives from list below		8
		60
Total Credit Hours		**75**

Approved Electives

ART 121	Drawing I	3
ART 230	Color Theory	3
CAD 215	Advanced CAD for Interiors	3
IND 152	Commercial Design I	2
IND 231	Sustainable Design	3
IND 261	Advanced Kitchen & Bath	3
IND 278	Workshop: Design Portfolio	1
IND 280	Internship	2

Medical Office Technology

Associate of Applied Science Degree

Recommended basic skills standards are

- AAA 090
- ENG 090
- MAT 060
- REA 090

The area of Medical Office Technology is designed to prepare individuals to assist with clinical and administrative functions as employees within the health care system of the community. All students become familiar with the health care system, medical terminology, and interpersonal relationships. Five certificate options and one associate of applied science degree option are available within the Medical Office Technology program. These options are designed to allow students an opportunity to pursue careers compatible with their interest and abilities. A single option or a combination of options may be pursued.

Students may complete deficiencies concurrently with the beginning courses in the program. Students not meeting a course prerequisite must have permission of coordinator to enroll. Students must have a grade of C or better in all classes to pass program/certification requirements.

Medical facilities require proof of vaccines or titers for: tuberculin skin tests, proof of measles, rubella and rubeola, proof of hepatitis B and a current tetanus. Phlebotomy students must also provide proof of chicken pox disease, vaccine, or titer. Prior to internships the student must also take a physical exam by their private physician at their own cost.

Facilities such as physician's offices, clinics or hospitals require criminal background checks on all students. For specifics disqualifiers on the background investigation, students should contact a MOT faculty advisor. Students who do not obtain a PPCC approved criminal background investigation will not be allowed to enroll in internship classes or phlebotomy classes. Students are also required to take and pass drug and alcohol screening prior to their internships or phlebotomy classes. Failure to pass the above tests will result in the inability to complete the desired certification or degree.

Medical Assistant

This Associate of Applied Science degree option is designed to prepare individuals to work in both administrative and clinical areas of medical clinics or physicians' offices or as hospital unit secretary positions Students successfully completing this degree program will be able to perform the administrative tasks of a medical receptionist and work in the clinical areas by providing assistance with physical examinations, diagnostic tests, and treatment procedures.

Students may complete deficiencies concurrently with the beginning courses in the program. Students not meeting a course prerequisite must have permission of coordinator to enroll.

General Education Courses

CIS 118	Introduction to PC Applications	3
COM 225	Organizational Communication	3
ENG 131	Technical Writing I	3
MAT 107	Career Math	3
PSY 101	General Psychology I: SS3	3
		15

Other Course Requirements

HPR 178	Medical Terminology	2
HPR 208	Advanced Medical Terminology	2
HWE 103	Community First Aid & CPR	1
MOT 110	Medical Office Administration	4
MOT 120	Medical Office Financial Management	3
MOT 124	Medical Filing	2
MOT 125	Basic Medical Sciences I	3
MOT 133	Basic Medical Sciences II	3
MOT 135	Basic Medical Sciences III	3
MOT 136	Introduction to Clinical Skills	2
MOT 138	Medical Assisting Laboratory Skills	4
MOT 140	Medical Assisting Clinical Skills	4
MOT 150	Pharmacology for Medical Assistants	3
MOT 183	Medical Assistant Internship	5
MOT 189	Review for Medical Assistant National Examination	1

Student must take one of the following groups

MOT 130	Insurance Billing & Coding	3
and		
MOT 131	Advanced Insurance Billing & Coding	3
or		
HPR 101	Customer Service in Healthcare	(2)
and		
HPR 112	Phlebotomy	(4)
		49
Total Credit Hours		**63**

Certificates

Gainful Employment Disclosure located at http://www.ppcc.edu/ge.

Clinical Office Assistant

This certificate option is designed to prepare individuals to work in clinics or physicians' offices as clinical assistants or aides. Students successfully completing this course of study will be able to receive and prepare patients for various laboratory examinations. Successful graduates from this option will also be able to provide physician's assistants with physical examinations, diagnostic tests, and treatment procedures. Credits from this certificate may be transferred to the medical assistant AAS degree program.

Students may complete deficiencies concurrently with the beginning courses in the program. Students not meeting a course prerequisite must have permission of coordinator to enroll.

CIS 118	Introduction to PC Applications	3
ENG 131	Technical Writing I	3
or		
COM 225	Organizational Communication	(3)
HPR 178	Medical Terminology	2
HPR 208	Advanced Medical Terminology	2
HWE 103	Community First Aid & CPR	1
MOT 110	Medical Office Administration	4
MOT 125	Basic Medical Sciences I	3

MOT 133	Basic Medical Sciences II	3
MOT 135	Basic Medical Sciences III	3
MOT 136	Introduction to Clinical Skills	2
MOT 138	Medical Assisting Laboratory Skills	4
MOT 140	Medical Assisting Clinical Skills	4
MOT 150	Pharmacology for Medical Assistants	3
MOT 182	Clinical Internship	3
Total Credit Hours		**40**

Medical Coding Specialist

This certificate option is designed to train students to code and bill physician services in the ambulatory care settings. This course prepares the student to take the National Accrediting exam with AHIMA & AAPC. Credits from this Medical Coding Certificate program may be transferred to the Health Information Technology AAS degree.

CIS 118	Introduction to PC Applications	3
HPR 178	Medical Terminology	2
HPR 208	Advanced Medical Terminology	2
MOT 125	Basic Medical Sciences I	3
MOT 130	Insurance Billing & Coding	3
MOT 131	Advanced Insurance Billing & Coding	3
MOT 133	Basic Medical Sciences II	3
MOT 135	Basic Medical Sciences III	3
Total Credit Hours		**22**

Medical Receptionist

This certificate option is designed to prepare individuals to work as receptionists in the health care industry. Students successfully completing this course of study will be able to register new patients, use proper telephone techniques, schedule appointments, file medical records, process mail, and type and transcribe miscellaneous medical reports. Students will gain exposure to both computerized and manual systems to organize a medical office. Credits from this program may be transferred to the Medical Transcriptionist certificate program or to the Medical Assistant AAS degree option.

Students may complete deficiencies concurrently with the beginning courses in the program. Students not meeting a course prerequisite must have permission of coordinator to enroll.

CIS 118	Introduction to PC Applications	3
ENG 131	Technical Writing I	3
or		
COM 225	Organizational Communication	(3)
HPR 178	Medical Terminology	2
HPR 208	Advanced Medical Terminology	2
HWE 103	Community First Aid & CPR	1
MOT 110	Medical Office Administration	4
MOT 120	Medical Office Financial Management	3
MOT 124	Medical Filing	2
MOT 130	Insurance Billing & Coding	3
MOT 131	Advanced Insurance Billing & Coding	3
MOT 136	Introduction to Clinical Skills	2
MOT 181	Administrative Internship	2
Total Credit Hours		**30**

Medical Transcriptionist

Recommended basic skills standards are

- AAA 090
- ENG 090
- MAT 030
- REA 090

The Medical Transcriptionist certificate is designed to prepare students for entry-level employment by providing the basic knowledge, understanding, and skills required to transcribe medical dictation with accuracy, clarity, and timeliness, applying the principles of professional and ethical conduct. After completion of this certificate program the student will be eligible to apply for an apprenticeship with the Association for Healthcare Documentation Integrity and the Medical Transcription Industry Association pending approval of accreditation of this program by AHDI (AAMA).

Students must also have demonstrated proficiency with a keyboarding speed at a minimum of 40 words per minute.

Students may complete deficiencies concurrently with the beginning courses in the program. Students not meeting a course prerequisite must have permission of coordinator to enroll.

BTE 166	Business Editing Skills	3
CIS 118	Introduction to PC Applications	3
HPR 106	Law & Ethics for Health Professions	2
HPR 178	Medical Terminology	2
HPR 208	Advanced Medical Terminology	2
MOT 125	Basic Medical Sciences I	3
MOT 132	Medical Transcription I	4
MOT 133	Basic Medical Sciences II	3
MOT 135	Basic Medical Sciences III	3
MOT 142	Medical Transcription II	4
MOT 145	Medical Transcription for Specialties	4
MOT 150	Pharmacology for Medical Assistants	3
Total Credit Hours		**36**

Phlebotomy

In the Phlebotomy certificate program, students will learn theory, anatomy and physiology, microbiology, and proficiency in collection of tissue and blood samples from patients in a variety of settings. Students will also learn customer service and communication skills necessary to work with patients. Career options are covered, and students will be prepared for a career in phlebotomy. Upon completion of the required courses, students will receive a certificate of phlebotomy from PPCC and will qualify to take the National Registry Board Exam for Registered Phlebotomy Technician (RPT). This certificate can be completed within two semesters if coursework is completed as advised.

Students may complete deficiencies concurrently with the beginning courses in the program. Students not meeting a course prerequisite must have permission of coordinator to enroll.

HPR 101	Customer Service in Healthcare	2
HPR 112	Phlebotomy	4
HPR 113	Advanced Phlebotomy	4
HPR 178	Medical Terminology	2
HPR 208	Advanced Medical Terminology	2
Total Credit Hours		**14**

Multimedia Graphic Design

Associate of Applied Science Degree

Recommended basic skills standards are

- ENG 090
- MAT 030
- REA 090

This program prepares the students for entry-level work in some of the following creative and exciting areas: graphic design, photo enhancement, digital illustration, interactive media digital video production, web design, animation, and production layout. Students receive a blend of knowledge in color, design, computer software, typography, and drawing. Students will also choose from a variety of course electives.

Maximizing student success in the Multimedia Graphic Design program is the department goal. The program faculty recommends that students develop the following desirable skill and knowledge foundations to enhance student success:

- Advanced college level study skills
- Working knowledge of algebraic principles and basic measurement
- College-level reading, writing, comprehension, and study skills
- Working knowledge and application of college-level English
- Demonstrated time management skills
- Keyboarding, mouse and computer experience (will be taught in MGD 102). It is strongly recommended that students see an advisor for program planning.

Students may complete basic skill deficiencies concurrently with the beginning courses in the program. Students must arrange with advisors to remedy deficiencies in program requirements. Please call 719-502-3143 for advising.

General Education Courses for all emphasis areas

ART 110	Art Appreciation: AH1	3
or		
ART 111	Art History Ancient to Medieval: AH1	(3)
CIS 118	Introduction to PC Applications	3
or		
CSC 105	Computer Literacy	(3)
or		
CSC 120	Problem Solving with (Software Package)	(3)
ENG 121	English Composition I: CO1	3
or		
ENG 131	Technical Writing I	(3)
MAT 107	Career Math	3
or		
MAT 112	Financial Mathematics	(3)

General Education Elective

Choose from the AAS general education list can be found on page 76	3
	15

Required MGD courses

MGD 102	Introduction to Multimedia	3
MGD 103	Production Design	3
MGD 109	Design & Color	3
or		
ART 131	Visual Concepts 2-D Design	(3)
MGD 111	Adobe Photoshop I	3
MGD 112	Adobe Illustrator I	3
MGD 113	QuarkXPress	3
MGD 116	Typography I	3
MGD 134	Drawing for Illustrators	3
MGD 141	Web Design I	3
MGD 213	Electronic PrePress	3
MGD 221	Computer Graphics I	3
MGD 289	Capstone	2
Electives Choose fifteen (15) credit hours from electives below		15
		50

Total Credit Hours **65**

MGD Electives

ART 138	Film Photography I	3
ART 139	Digital Photography I	3
MGD 106	Creativity & Visual Thinking	3
MGD 107	History of Design	2
MGD 108	History of Illustration	2
MGD 110	Lettering for Graphic Design	2
MGD 114	Adobe InDesign	3
MGD 121	Painter for Digital Media	3
MGD 132	Design & Color II	3
MGD 143	Motion Graphic Design I	3
MGD 153	3-D Animation	3
MGD 161	Director I	3
MGD 164	Digital Video Editing I	3
MGD 165	After Effects I	3
MGD 178	Seminar/Workshop	1
MGD 180	Internship	3
MGD 201	Children's Book Illustration	3
MGD 202	Point of Purchase Packaging Design	3
MGD 207	Illustration I	3
MGD 208	Illustration II	3
MGD 209	Illustration III	3
MGD 211	Adobe Photoshop II	3
MGD 212	Adobe Illustrator II	3
MGD 215	Painting for Illustrators	3
MGD 222	Computer Graphics II	3
MGD 241	Web Design II	3
MGD 243	Web Motion Graphic Design II	3
MGD 259	Management & Production	3
MGD 264	Digital Video Editing II	3
MGD 265	After Effects II	3
MGD 266	DVD Authoring	3
MGD 268	Business for Creatives	3
RTV 108	Principles of Audio	3
RTV 208	Basic Video Production	3
RTV 218	Advanced Video Production	3

Certificates

Gainful Employment Disclosure located at http://www.ppcc.edu/ge.

Digital Image

ART 139	Digital Photography I	3
or		
ART 138	Film Photography I	(3)
MGD 109	Design & Color	3
MGD 111	Adobe Photoshop I	3
MGD 112	Adobe Illustrator I	3
MGD 211	Adobe Photoshop II	3
Total Credit Hours		**15**

Design to Print

MGD 109	Design & Color	3
or		
ART 131	Visual Concepts 2-D Design	(3)
MGD 111	Adobe Photoshop I	3
MGD 112	Adobe Illustrator I	3
MGD 113	QuarkXPress	3
MGD 213	Electronic Pre-Press	3
MGD 221	Computer Graphics I	3
MGD 222	Computer Graphics II	3
Total Credit Hours		**21**

Illustration

MGD 109	Design & Color	3
MGD 111	Adobe Photoshop I	3
MGD 112	Adobe Illustrator I	3
MGD 207	Illustration I	3
MGD 208	Illustration II	3
MGD 209	Illustration III	3
MGD 215	Painting for Illustrators	3
Total Credit Hours		**21**

Video Production and Editing

MGD 109	Design & Color	3
MGD 111	Adobe Photoshop I	3
MGD 164	Digital Video Editing I	3
MGD 165	After Effects I	3
MGD 264	Digital Video Editing II	3
MGD 265	After Effects II	3
MGD 266	DVD Authoring	3
RTV 108	Principles of Audio	3
RTV 208	Basic Video Production	3
Total Credit Hours		**27**

Web Design

MGD 109	Design & Color	3
MGD 111	Adobe Photoshop I	3
MGD 112	Adobe Illustrator I	3
MGD 141	Web Design I	3
MGD 143	Motion Graphic Design I	3
MGD 241	Web Design II	3
MGD 243	Web Motion Graphic Design II	3
Total Credit Hours		**21**

Natural Resources

Associate of Applied Science Degree

Recommended basic skills standards are

- ENG 060
- MAT 090
- REA 090

This program is designed to prepare students for employment at the technician level in the following options: natural resources and the adventure industry. This program is a two-year AAS degree program. The training includes science foundations, technical skills, an internship, group projects, and resource management techniques. An adventure guide certificate option is also available.

Students may complete deficiencies concurrently with the beginning courses in the program. Students not meeting a course prerequisite must have instructor permission to enroll.

General Education Courses

BIO 148	Basic Ecology	4
COM 214	Natural Resource Interpretation & Communication	3
or		
COM 217	Group Communication	(3)
CIS 118	Introduction to PC Applications	3
or		
CSC 105	Computer Literacy	(3)
ENG 131	Technical Writing I	3
MAT 108	Technical Mathematics	4
		17

Other Course Requirements

ADG 125	Leave No Trace	1
AEC 220	Surveying	3
AGY 240	Introductory Soil Science: SC1	4
BIO 149	Plant Taxonomy	4
or		
BIO 154	Biology of Plants	(4)
ENV 101	Introduction to Environmental Science: SC1	4
GEY 111	Physical Geology with Lab: SC1	4
HWE 129	Wilderness First Responder	4
NRE 100	Foundation of Forestry	3
NRE 204	Range Management & Restoration	4
NRE 205	Wildlife & Fisheries Management Principles	3
NRE 211	Environmental Policies & Economics	3
NRE 212	Ecosystem Management	3
NRE 214	Environmental Issues & Ethics	3
NRE 236	Environmental Communications	2
NRE 280	Internship	5
PED 165	Wilderness Survival Skills	3
Electives Choose six (6) credit hours from list below		6
		59
Total Credit Hours		**76**

Natural Resource Technology Approved Electives

CHE 101	Introduction to Chemistry I: SC1	5
GEO 112	Physical Geography–Weather & Climate: SC1	3
HIS 207	American Environmental History: HI1	3
HIS 225	Colorado History: HI1	3
ADG	Any course or combination of courses	1-6
NRT	Any course or combination of courses	1-6
ZOO	Any course or combination of courses	1-6
Any AAS approved electives		1-6

Nursing

Pikes Peak Community College offers the following programs:

- Registered Nurse Associate of Applied Science Degree
- Registered Nurse Associate of Applied Science Degree with PN Exit Option
- Registered Nurse Associate of Applied Science Degree for Advanced Placement (LPN-RN/)
- Nursing Assistant Certificate

Admission to the college does not assure admission to the registered nursing programs. Admission to the RN program with the LPN exit option and the Advanced Placement option require separate admission criteria. All students interested in the registered nursing programs who do not have previous college courses must complete the PPCC placement exams prior to being advised. Potential students should attend Information Nights held each month to obtain information prior to advising. Interested students can inquire on times by calling (719) 502-3400 or 502-3339. Students should complete the application to the PPCC nursing program by picking up a copy of the application from the HENPS division or downloading a copy from the PPCC nursing website at http://www.ppcc.edu/departments/nursing/.

This should be performed when all pre-requisites are completed with a minimum GPA of 2.5 with a minimum grade of C in each course. Students must pass an FBI fingerprinting screen to determine application eligibility. Students interested in the Nursing Assistant Certificate should apply directly to the college and then sign up for appropriate classes. All students will be required to meet regulations regarding CPR, immunizations and disability issues. It is the policy of the PPCC Program of Nursing to provide reasonable accommodation to qualified students with disabilities. Whether or not a requested accommodation is reasonable will be determined on an individual basis. Determining what is a reasonable accommodation is an interactive process which the students should initiate with OASIS.

Nursing: Registered Nurse

Associate of Applied Science Degree with Licensed Practical Nurse Exit Option

Recommended basic skills standards are:

- BIO 111
- ENG 090
- MAT 090
- REA 090

The Registered Nursing program is an Associate of Applied Science program. Nursing courses begin in the fall or spring and may be completed in 4 semesters. Admission criteria for the state community college nursing programs are standardized. They are subject to change. PPCC nursing program maintains a competitive admission process. Students should complete the nursing program application to the PPCC nursing program after completing all pre-requisites by picking up a copy of the application from the HENPS division or downloading a copy from the PPCC nursing website at http://www.ppcc.edu/departments/nursing/.

Prerequisite Courses

BIO 201	Human Anatomy & Physiology I: SC1	4
BIO 202	Human Anatomy & Physiology II: SC1	4
BIO 204	Microbiology: SC1	4
ENG 121	English Composition I: CO1	3
PSY 235	Human Growth & Development: SS3	3
Total Prerequisite Credits		**18**

All Biology (BIO) prerequisites must be completed within seven (7) years of entry into CCCS nursing programs

- All courses must have a minimum of C grade with an overall GPA of 2.5 in the pre-requisites.
- Students will be asked to complete a Nurse Entrance Test at time of application. Please see the nursing application for more information
- Upon provisional acceptance, the program will notify the student of dates needed to obtain additional information such as:
  - Criminal background check/drug testing
  - Health statement/immunizations
  - CPR for adult /child

Nursing Curriculum

Year I First Semester

HPR 108	Nutrition	1
MAT 103	Math for Clinical Calculations	3
NUR 109	Fundamentals of Nursing	8
NUR 112	Basics of Pharmacology	2

Year I Second Semester

BIO 216	Human Pathophysiology	4
NUR 106	Medical Surgical Nursing Concepts	9
NUR 150	Obstetric & Pediatric Nursing	7
NUR 169	Transition into Practical Nursing (optional summer only)	(5)

Year II First Semester

NUR 206	Advanced Concepts of Medical-Surgical Nursing I	8
NUR 211	Nursing Care of Psychiatric Clients	4
NUR 212	Advanced Concepts of Pharmacology	2

Year II Second Semester

NUR 216	Advanced Concepts of Medical-Surgical Nursing II	6
NUR 230	Leadership, Management & Trends	5
Humanities or Social Behavior Elective from gtPathways		3
Total Nursing Credits		**51**
Total Credits		**80**

Students are eligible to apply to write the NCLEX-PN at the successful completion of the first year of nursing courses and NUR 169 Transition into Practical Nursing (minimum of C grade). Students are eligible to apply to write to NCLEX-RN at the successful completion of the second year of nursing courses. Students may also complete any of the other general education/science courses prior to entry in nursing courses.

Nursing: LPN Advanced Placement Option

Associate of Applied Science Degree

Recommended basic skills standards are:

- Basic Computer Literacy
- BIO 111
- ENG 090
- MAT 090
- REA 090

Pikes Peak Community College offers an advanced placement associate degree program for licensed practical nurses. Prior LPN course work from an accredited practical/vocational nursing program within the USA and a Colorado LPN license in good standing transfer for 27 credits.

Admission criteria for the state community college nursing programs are standardized and subject to change. PPCC nursing program maintains a competitive admission process. Students should complete the LPN to RN nursing program application to the PPCC nursing program after completing all pre-requisites by picking up a copy of the application from the HENPS division or downloading a copy from the PPCC nursing website at http://www.ppcc.edu/departments/nursing/. Students must pass the FBI fingerprinting screen to determine application eligibility.

Prerequisite Courses

Must be completed with a minimum GPA of 2.5		
BIO 201	Human Anatomy & Physiology I: SC1	4
BIO 202	Human Anatomy & Physiology II: SC1	4
BIO 204	Microbiology: SC1	4
ENG 121	English Composition I: CO1	3
PSY 235	Human Growth & Development: SS3	3
Must be completed prior to entry with a minimum grade of C		
BIO 216	Human Pathophysiology	4
HPR 108	Nutrition	1
MAT 103	Math for Clinical Calculations	3
NUR 189	Transition from LPN to ADN (Taken only after acceptance)	4

Other requirements are the same as the Registered Nurse Associate of Applied Science Degree with the PN exit option. Details on the nursing programs can be found on the PPCC website under nursing.

Certificate

Gainful Employment Disclosure located at http://www.ppcc.edu/ge.

Nursing Assistant

Students are eligible to apply to write the State certificate exam for Nurse Aide after completion of NUA 101, NUA 170 and NUA 171. Students completing NUA 171 in addition to NUA 101 and NUA 170 are eligible to receive a certificate from PPCC.

NUA 101	Nurse Aide Health Care Skills	4
NUA 170	Nurse Assistant Clinical Experience	1
NUA 171	Advanced Nurse Aide Clinical	1
Total Credit Hours		**6**

Other courses for nursing assistants

NUA 105	Home Health Aide Theory	2
NUA 180	Home Health Aide Internship	3

Outdoor Leadership & Recreation Technology

Associate of Applied Science Degree

Recommended basic skills standards are

- ENG 090
- MAT 060
- REA 090

Are you interested in exploring your passion, developing your outdoor skills, gaining leadership experience, or finding employment doing what you love? The world of careers is open to students pursuing an Outdoor Leadership and Recreation Technology degree. From guiding mountaineering trips in the Colorado Rockies to teaching environmental education courses to presenting wildlife programs at local nature centers, this program provides background education in a wide scope of industry career paths.

This two-year AAS degree includes a variety of certification classes, hands-on learning opportunities and a diverse elective list allowing students to enhance outdoor skills in their specific area of interest. Training emphases include outdoor leadership, field studies, group dynamics, risk management, web design, wilderness skills, and low-impact techniques for environmental stewardship. To enhance the learning process, students will utilize their education by applying skills developed within the program to an internship of their choosing.

Non-degree seeking students can complete one or more of the four certificate options, learning specialized outdoor skills in shorter period of time. Coursework completed in certificate options may be applied to the Outdoor Leadership and Recreation Technology degree.

Students may complete academic deficiencies concurrently with the beginning courses in the program. Students must arrange with advisors to remedy deficiencies in program requirements. Students not meeting a course prerequisite must have instructor permission to enroll.

General Education Courses

BIO 148	Basic Ecology	4
or		
ENV 101	Introduction to Environmental Science: SC1	(4)
CIS 118	Introduction to PC Applications	3
or		
CSC 105	Computer Literacy	(3)
COM 115	Public Speaking	3
or		
COM 214	Natural Resource Interpretation Communication	(3)
ENG 131	Technical Writing I	3
or		
BUS 217	Business Communication & Report Writing	(3)
MAT 107	Career Math	3
		16

Other Course Requirements

ADG 125	Leave No Trace	1
ADG 225	Risk Management for Outdoor Professionals	1
HWE 129	Wilderness First Responder	4
NRE 236	Environmental Communications	2
OUT 120	Orienteering	1
OUT 187	Cooperative Education Internship	3
OUT 232	Mountaineering	4
PED 165	Wilderness Survival Skills	3
PED 167	Basic Search & Rescue	3
PED 206	Ski Conditioning	1
PER 128	Introduction to Recreation	2
PER 152	Avalanche Safety	1
PER 160	Wilderness Ethics	3
PER 200	Outdoor Recreation Programming	3
PER 253	Outdoor Leadership	2
Electives Choose ten (10) from electives list below		10
		44

Total Credit Hours 60

Approved Electives

Choose 10 credit hours from the list of approved electives below:

ADG 105	Best Tasting Wild Plants	2
BIO 149	Plant Taxonomy	4
GEY 111	Physical Geology with Lab: SC1	4
HIS 225	Colorado History: HI1	3
OUT 216	Challenge Course Facilitation	2
PED 124	Mountain Biking	1
PED 127	Introduction to Fly-fishing	1
PED 129	Scuba Diving	1
PED 132	Snowshoeing	1
PED 133	Beginning Snowboarding	1
PED 134	Advanced Snowboarding	1
PED 141	Beginning Alpine Skiing	1
PED 150	Rock Climbing I	2
PED 151	Rock Climbing II	2
PED 152	Beginning Ice Climbing	1
PED 161	Beginning Kayaking	1
PED 166	Winter Wilderness Survival Skills	2
PED 227	Advanced Fly-fishing	1
PER 153	Whitewater Rafting Guide	2
PER 154	Avalanche Safety Level II	2
PER 161	Backcountry Cooking	1

Certificates

Gainful Employment Disclosure located at http://www.ppcc.edu/ge.

Mountain Field Studies

ADG 125	Leave No Trace	1
HWE 129	Wilderness First Responder	4
OUT 111	Mountain Orientation	2
OUT 120	Orienteering	1
OUT 232	Mountaineering	4
PED 150	Rock Climbing I	2
PED 151	Rock Climbing II	2
PED 165	Wilderness Survival Skills	3
PED 167	Basic Search & Rescue	3
Total Credit Hours		**22**

Outdoor Entrepreneur Professional Business

Pending State Approval

ACC 101	Fundamentals of Accounting	3
ADG 125	Leave No Trace	1
ADG 225	Risk Management for Outdoor Professionals	1
BUS 115	Introduction to Business	3
CSC 105	Computer Literacy	3
MAN 216	Small Business Management	3
OUT 216	Challenge Course Facilitation	2
PER 200	Outdoor Recreation Programming	3
Total Credit Hours		**19**

Water Recreation Studies

ADG 125	Leave No Trace	1
HWE 129	Wilderness First Responder	4
OUT 118	River Orientation	2
PED 127	Introduction to Fly-fishing	1
PED 129	SCUBA Diving	1
PED 161	Beginning Kayaking	1
PED 165	Wilderness Survival Skills	3
PED 227	Advanced Fly-fishing	1
PED 237	Paddle Sports	2
PER 153	Whitewater Rafting Guide	2
Total Credit Hours		**18**

Winter Field Studies

ADG 125	Leave No Trace	1
HWE 129	Wilderness First Responder	4
PED 141	Beginning Alpine Skiing	1
or		
PED 133	Beginning Snowboarding	(1)
or		
PED 134	Advanced Snowboarding	(1)
PED 152	Beginning Ice Climbing	1
PED 166	Winter Wilderness Survival Skills	2
PED 167	Basic Search & Rescue	3
PER 152	Avalanche Safety	1
PER 154	Avalanche Safety Level II	2
PER 161	Backcountry Cooking	1
Total Credit Hours		**16**

Paralegal

Associate of Applied Science Degree

Recommended basic skills standards are

- AAA 090
- ENG 090
- MAT 060
- REA 090

For more than three decades, the Paralegal program has been educating and training students to meet the needs of the local legal market, while providing students with opportunities beyond the law office environment. The program is an institutional member of the American Association for Paralegal Education, the National Association of Legal Assistants / Paralegals, and the National Federation of Paralegal Associations.

The objectives of the program are to (1) train students for employment as paralegals in a variety of legal settings; (2) provide opportunities for students who wish to upgrade existing job skills; and (3) provide coursework and transfer information to students who are interested in continuing their education.

Graduates will be qualified to perform basic legal research, draft various legal documents, conduct client and witness interviews, participate in basic fact-finding and investigation, and assist in trial preparation. They will also be knowledgeable about the rules of professional and ethical conduct.

Graduates are not authorized to practice law. The Paralegal program provides training perform substantive legal work under the supervision of a licensed attorney.

General Education Courses Part I

COM 115	Public Speaking	3
ENG 121	English Composition I: CO1	3
ENG 122	English Composition II: CO2	3
MAT 107	Career Math or higher	3
POS 111	American Government: SS1	3
		15-16

General Education Part II

Select 2 courses (6-9 credit hours) from the General Education Electives for AAS Degrees and Certificates can be found on page 76.

Technology Requirement

Paralegal students are required to take CIS 118 or an alternate course as described herein. Students entering with strong computer skills are urged to request a waiver of CIS 118 by applying to the Division of Mathematics and Technology. Waiving will require proof of competency via completion of a self-test and a structured interview with a faculty member from the CIS or CSC department. Waiver requires the credits be replaced by a computer course from the list below.

CIS 118	Introduction to PC Applications	3
CIS 135	Complete PC Word Processing	3
CIS 145	Complete PC Database	3
CIS 155	PC Spreadsheet Concepts	3
CIS 165	Complete Presentation Graphics	3

Other Course Requirements

NOTE: Students must successfully complete any College Preparatory (under 100 level) courses before enrolling in PAR 115 or subsequent PAR courses.

PAR 114	Computers & the Law	3
PAR 115	Introduction to Law	3
PAR 116	Torts	3
PAR 118	Contracts	3
PAR 125	Property Law	3
PAR 127	Legal Ethics	3
PAR 201	Civil Litigation	3
PAR 211	Legal Research	3
PAR 212	Legal Writing	3
Electives Choose twelve (12) credit hours from electives below		12
		39

Total Credit Hours **63-67**

Approved Electives

Choose twelve (12) credit hours from the electives below.

CRJ 111	Substantive Criminal Law	3
CRJ 112	Procedural Criminal Law	3
CRJ 210	Constitutional Law	3
CRJ 216	Juvenile Law & Procedures	3
MED 101	Introduction to Mediation	3
PAR 117	Family Law	3
PAR 205	Criminal Law	3
PAR 206	Business Organizations	3
PAR 208	Probate & Estates	3
PAR 218	Bankruptcy Law	3
PAR 287	Cooperative Education	3
PAR 289	Capstone	3

Certificate

Gainful Employment Disclosure located at http://www.ppcc.edu/ge.

PAR 114	Computers & the Law	3
PAR 115	Introduction to Law	3
PAR 116	Torts	3
PAR 118	Contracts	3
PAR 125	Property Law	3
PAR 127	Legal Ethics	3
PAR 201	Civil Litigation	3
PAR 211	Legal Research	3
PAR 212	Legal Writing	3
Electives Choose twelve (12) credit hours from electives below		12
Total Credit Hours		**39**

Approved Electives

CRJ 111	Substantive Criminal Law	3
CRJ 112	Procedural Criminal Law	3
CRJ 210	Constitutional Law	3
CRJ 216	Juvenile Law & Procedures	3
MED 101	Introduction to Mediation	3
PAR 117	Family Law	3
PAR 205	Criminal Law	3
PAR 206	Business Organizations	3
PAR 208	Probate & Estates	3
PAR 218	Bankruptcy Law	3
PAR 287	Cooperative Education	3
PAR 289	Capstone	3

Pharmacy Technician

Associate of Applied Science Degree

The Pharmacy Technician Program is accredited by the American Society of Health-System Pharmacists

Recommended basic skills standards are

- ENG 090
- MAT 090
- REA 090

Pharmacy Technicians assist and support licensed pharmacists in providing health care and medications to patients. The pharmacy technician has broad knowledge and training in pharmacy, however does not require the advanced college education required of a licensed pharmacist. Pharmacy technicians perform the practical duties, allowing the pharmacist to focus on patient education, pharmaceutical care and medication management.

Admission to the college does not assure admission to the pharmacy technician program. All students interested in the pharmacy technician program who do not have previous college courses must complete the PPCC placement exams prior to being advised. Admission to the pharmacy technician program is accomplished through an application and selection process. Students can pick up a Pharmacy Technician Program Admission Application at the HENPS Division office at either the Centennial or Rampart Range Campus. NO APPLICATION WILL BE REVIEWED THAT IS NOT FULLY COMPLETED. Once completed, please submit to the Pharmacy Technician Program Coordinator and make an appointment to review necessary information at that time.

Students should complete specific program prerequisites and meet with the PHT Program Director prior to submitting the pharmacy technician application. Courses to be completed prior to application to the program are CSC 105, ENG 090, MAT 090, MAT 103, and REA 090.

Upon provisional acceptance, the program director will notify the student of dates needed to obtain additional information.

- **Criminal background check**
- **Drug Screen**
- **Health statement/immunizations**

General Education Courses

CSC 105	Computer Literacy	3
ENG 121	English Composition I: CO1	3
MAT 103	Math for Clinical Calculations	3
PHI 112	Ethics: AH3	3
PSY 101	General Psychology I: SS3	3
		15

Other Course Requirements

CHE 101	Introduction to Chemistry I: SC1	5
COM 125	Interpersonal Communication	3
HPR 101	Customer Service in Healthcare	2
HPR 178	Medical Terminology	2
HWE 103	Community First Aid & CPR	1
PHT 111	Orientation to Pharmacy	3
PHT 112	Pharmacy Law	2
PHT 114	Computer Skills for Pharmacy Techs	1
PHT 115	Pharmacology of the GI, Renal, Reproductive, Immune, Dermatologic Systems	3
PHT 116	Institutional Pharmacy	3
PHT 118	Pharmacology of the Nervous, Endocrine, Musculoskeletal Systems	3
PHT 119	Community Pharmacy	3
PHT 170	Pharmacy Clinical: Hospital	4
PHT 171	Pharmacy Clinical: Community	4
PHT 235	Pharmaceutical Calculations & Compounding Techniques	4

STUDENTS MUST TAKE TWO OF THE FOLLOWING COURSES

MOT 125	Basic Medical Sciences I	3
MOT 133	Basic Medical Sciences II	3
MOT 135	Basic Medical Sciences III	3
MOT 150	Pharmacology for Medical Assistants	3
		49

Total Credit Hours **64**

Certificate

Gainful Employment Disclosure located at http://www.ppcc.edu/ge.

COM 125	Interpersonal Communication	3
PHT 111	Orientation to Pharmacy	3
PHT 112	Pharmacy Law	2
PHT 114	Computer Skills for Pharmacy Techs	1
PHT 115	Pharmacology of the GI, Renal, Reproductive, Immune, Dermatologic Systems	3
PHT 116	Institutional Pharmacy	3
PHT 118	Pharmacology of the Nervous, Endocrine, Musculoskeletal Systems	3
PHT 119	Community Pharmacy	3
PHT 170	Pharmacy Clinical: Hospital	4
PHT 171	Pharmacy Clinical: Community	4
PHT 235	Pharmaceutical Calculations & Compounding Techniques	4

Total Credit Hours **33**

Pikes Peak Regional Law Enforcement Academy

Certificate

Gainful Employment Disclosure located at http://www.ppcc.edu/ge.

Recommended basic skills standards are

- ENG 090
- MAT 030
- REA 090

The Pikes Peak Regional Law Enforcement Academy provides qualified individuals the opportunity to gain the skills to become a law enforcement officer. The Academy offers a basic recruit curriculum sanctioned by the Peace Officers Standards and Training (P.O.S.T.). During their enrollment, students take approximately 525 hours of coursework. At the end of the training program, P.O.S.T. administers the final certification exam. Those who successfully complete the exam are granted P.O.S.T. certification for three years. Colorado State Law requires that all individuals be P.O.S.T. certified prior to applying to a law enforcement agency.* Candidates will be subject to appropriate background checks.

Admission to the Pikes Peak Regional Law Enforcement Academy is accomplished through an application and selection process. Admission to the college does not guarantee admission into the Academy.

Additional requirements for admission to the Pikes Peak Regional Law Enforcement Academy may apply.

*Some agencies may require employees to attend their academy as a condition of employment.

LEA 101	Basic Police Academy I	6
LEA 102	Basic Police Academy II	12
LEA 103	Basic Law Enforcement Academy III	2
LEA 104	Basic Law Enforcement Academy IV	1
LEA 105	Basic Law	8
LEA 106	Arrest Control Techniques	3
LEA 107	Law Enforcement Driving	3
LEA 108	Firearms	3
PED 110	Fitness Center	1

Total Credit Hours **39**

Professional Photography

Associate of Applied Science Degree

Recommended basic skills standards are

- ENG 090
- MAT 060
- REA 090

This program prepares the students for entry-level work in some of the following creative and exciting areas: portrait, commercial, outdoor, photojournalism, product, and fine-art photography. In addition students may enter support industries, which include: photo digital imaging and enhancement and photo lab technician. Students receive a blend of knowledge in technical camera skills, composition and creative thought, and computer software. Students will also choose from a variety of course electives.

Maximizing student success in the Professional Photography program is the department goal. The program faculty recommends that students develop the following desirable skill and knowledge foundations to enhance student success:

- Advanced college level study skills
- Working knowledge of algebraic principles and basic measurement
- College-level reading, writing, comprehension, and study skills
- Working knowledge and application of college-level English
- Demonstrated time management skills
- Keyboarding, mouse and computer experience.

It is strongly recommended that students see an advisor for program planning. Students may complete basic skill deficiencies concurrently with the beginning courses in the program. Students must arrange with advisors to remedy deficiencies in program requirements. Please call (719) 502-3130 for advising.

Students can access detailed descriptions of each program course under the ART, PHO, and MGD prefixes lists.

General Education Courses:

ART 110	Art Appreciation: AH1	3
COM 115	Public Speaking	3
or		
COM 125	Interpersonal Communication	(3)
CSC 105	Computer Literacy	3
ENG 121	English Composition I: CO1	3
MAT 107	Career Math	3
		15

Other Course Requirements

ART 113	History of Photography	3
PHO 121	Photo Image Capture I	3
or		
ART 138	Film Photography I	(3)
ART 139	Digital Photography I	3
ART 144	Portrait Photography	3
ART 238	Film Photography II	3
ART 280	Internship	2

MGD 111	Adobe Photoshop I	3
PHO 226	Digital Workflow Management	3
PHO 232	Professional Portraiture	3
PHO 234	View Camera/Lighting Technique	3
PHO 236	Commercial Photography	3
PHO 260	Events & Wedding Photography	3
Electives Choose fifteen (15) from electives list below		15
		50
Total Credit Hours		**65**

Approved Electives

ART 142	Landscape Photography	3
ART 207	Art History - 1900 to Present: AH1	3
ART 239	Digital Photography II	3
ART 242	Alternative Photo Processes	3
BUS 115	Introduction to Business	3
MGD 259	Management & Production	3
MGD 268	Business for Creatives	3
PHO 105	Photo & Computer Orientation	2
PHO 235	Architectural Photography	3

Radio & Television

Associate of Applied Science Degree

Recommended basic skills standards are

- AAA 090
- ENG 060
- MAT 030
- REA 090

The Radio & Television degree program prepares students to enter the television and radio broadcast industry. Students will learn to write, produce, and package programs for the broadcast and video production community. To enhance the learning process, students will also complete internships at local broadcast and/or video production facilities. Upon successful completion of the degree program, students may gain employment as announcers, producers, directors, writers, board operators, as well as in other non-broadcast occupations, in audio and video production.

Students who elect to complete a certificate program learn specialized broadcast skills in a shorter period of time. Coursework completed in the certificate program may be applied to one of the options in the Associate of Applied Science Degree program.

Students may complete deficiencies concurrently with the beginning courses in the program. Students must arrange with advisors to remedy deficiencies in program requirements.

General Education Courses

ANT 101	Cultural Anthropology: SS3	3
or		
SOC 101	Introduction to Sociology I: SS3	(3)
BTE 100	Computer Keyboarding	1
BUS 115	Introduction to Business	3
CIS 115	Introduction to Computer Information Systems	3
or		
CIS 118	Introduction to PC Applications	(3)
ENG 121	English Composition I: CO1	3
or		
COM 115	Public Speaking	(3)
MAT 107	Career Math	3
		16

Other Course Requirements

RTV 100	Introduction to Telecommunications	2
RTV 101	Radio Programming & Production I	3
RTV 102	Beginning Television Production	3
RTV 103	Writing for Television & Radio	3
or		
RTV 104	Corporate Scriptwriting	(3)
RTV 106	Radio Programming & Production Lab I	3
RTV 107	Television Studio Production	3
RTV 108	Principles of Audio	3
RTV 110	News Writing & Reporting	3
or		
JOU 106	Fundamentals of Reporting	(3)
RTV 208	Basic Video Production	3
or		
MGD 164	Digital Editing I	(3)
RTV 211	Radio Programming & Production II	3
or		
RTV 212	Advanced Television Production	(3)
RTV 216	Radio Programming & Production Lab II	3
or		
RTV 217	Advanced TV Studio Production	(3)
RTV 180	Internship–KEPC Radio	4
or		
RTV 182	Internship – Radio Station/Audio Production Company	(4)
or		
RTV 183	Internship – Television Station/Video Production Company	(4)
RTV 284	Internship in Telecommunications	3
Electives Choose six (6) credit hours from list below		6
		45
Total Credit Hours		**61**

Approved Electives

RTV 109	Radio Broadcast Technical Operations	2
RTV 180	Internship–KEPC Radio	4
RTV 182	Internship–Radio Station/Audio Production	4
RTV 183	Internship–TV Station/Video Production Co.	4
RTV 211	Radio Programming & Production II	3
RTV 212	Advanced Television Production	3
RTV 216	Radio Programming & Production Lab II	3
RTV 217	Advanced Television Studio Production	3
RTV 218	Advanced Video Production	3
RTV 280	Internship–TV Station/Video Production II	3
RTV 281	Internship in News–KEPC Radio	3
RTV 282	Internship–KEPC II	3
RTV 283	Internship–Radio Station/Audio Production II	3

Certificates

Gainful Employment Disclosure located at http://www.ppcc.edu/ge.

Radio

RTV 101	Radio Programming & Production I	3
RTV 103	Writing for TV & Radio	3
or		
RTV 104	Corporate Scriptwriting	(3)
RTV 106	Radio Programming & Production Lab I	3
RTV 108	Principles of Audio	3
RTV 109	Radio Broadcast Technical Operations	2
RTV 110	News Writing & Reporting	3
RTV 180	Internship–KEPC Radio	4
RTV 182	Internship–Radio Station/Audio Production	4
RTV 211	Radio Programming & Production II	3
RTV 216	Radio Programming & Production Lab II	3
Total Credit Hours		**31**

Advanced Radio Production

RTV 101	Radio Programming & Production I	3
RTV 106	Radio Programming & Production Lab I	3
RTV 211	Radio Programming & Production II	3
RTV 216	Radio Programming & Production Lab II	3
Total Credit Hours		**12**

Advanced Radio Operations

RTV 101	Radio Programming & Production I	3
RTV 106	Radio Programming & Production Lab I	3
RTV 109	Radio Broadcast Technical Operations	2
RTV 180	Internship–KEPC Radio	4
RTV 182	Internship–Radio Station/Audio Production	4
RTV 211	Radio Programming & Production II	3
RTV 216	Radio Programming & Production Lab II	3
Total Credit Hours		**22**

Television

BTE 100	Computer Keyboarding	1
RTV 102	TV Production	3
RTV 103	Writing for TV & Radio	3
or		
RTV 104	Corporate Scriptwriting	(3)
RTV 107	TV Studio Production	3
RTV 181	Internship–College/Interactive TV Studio	4
RTV 183	Internship–TV Station/Video Production Co.	4
RTV 208	Basic Video Production	3
RTV 212	Advanced Television Production	3
RTV 217	Advanced Television Studio Production	3
RTV 218	Advanced Video Production	3
Total Credit Hours		**30**

Advanced TV Production

RTV 102	Beginning Television Production	3
RTV 107	TV Studio Production	3
RTV 212	Advanced Television Production	3
RTV 217	Advanced Television Studio Production	3
RTV 218	Advanced Video Production	3
Total Credit Hours		**15**

Advanced TV Production and Video Editing

RTV 102	Television Production	3
RTV 107	TV Studio Production	3
RTV 208	Basic Video Production	3
RTV 212	Advanced Television Production	3
RTV 217	Advanced Television Studio Production	3
RTV 218	Advanced Video Production	3
Total Credit Hours		**18**

Radiology: Memorial Hospital/Memorial Health System School of Radiologic Technology / PPCC Collaborative Program

Associate of Applied Science Degree

Recommended basic skills standards are
ENG 060
MAT 090
REA 090

This collaborative program offers the student the opportunity to earn an AAS Degree in Radiologic Technology.

The student will fulfill the PPCC residency requirements ideally with the pre-requisite courses. They will apply to the Memorial program. There is no guarantee of admission. Upon completion of the program, the Memorial program coursework will be transferred back to PPCC for 57 hours. The student will then be awarded the degree.

General Education Courses

BIO 201	Human Anatomy & Physiology I: SC1	4
BIO 202	Human Anatomy & Physiology II: SC1	4
ENG 121	English Composition I: CO1	3
MAT 121	College Algebra: MA1	4
PSY 101	General Psychology I: SS3	3
		18

Other Course Requirements

RTE 101	Introduction to Radiography	2
RTE 111	Radiographic Patient Care	2
RTE 121	Radiologic Procedures I	3
RTE 122	Radiologic Procedures II	3
RTE 141	Radiographic Pathology and Image Evaluation II	3
RTE 142	Radiographic Equipment/Imaging I	3
RTE 181	Radiographic Internship I	5
RTE 182	Radiographic Internship II	5
RTE 183	Radiographic Internship III	7
RTE 221	Advanced Medical Imaging	3
RTE 231	Radiation Biology/Protection	2
RTE 281	Radiographic Internship IV	8
RTE 282	Radiographic Clinical Internship V	8
RTE 289	Capstone	3
		57
Total Credit Hours		**75**

Sign Language Interpreter Preparation

Associate of Applied Science Degree

Recommended basic skills standards are

- ENG 090
- MAT 060
- REA 090

This program prepares students for entry-level employment as either interpreters or transliterators or both for deaf and hard of hearing individuals.

Students must apply for admission to the Interpreter Preparation Program. In order to be accepted into the program, students must demonstrate proficiency in American Sign Language. This may be accomplished by passing a proficiency test or by completing ASL 121 with a C grade or better and ASL 122 with a B grade or better. Contact the Interpreter Preparation Office at 719-502-3500 for more details about applying.

Students must earn a B or better in ASL skills classes to advance to the next level. To enroll in internship (IPP 281) students must have a B average with no more than one C grade in IPP 225, IPP 227, IPP 229, or ASL 222.

Program prerequisite: ENG 090, MAT 060, REA 090 or placement scores of ENG 121, MAT 090, and REA 090 or higher.

Students may complete deficiencies concurrently with the beginning courses in the program. Students not meeting a course prerequisite must have instructor permission to enroll.

General Education Courses

ANT 101	Cultural Anthropology: SS3	3
CIS 118	Introduction to PC Applications	3
or		
CSC 105	Computer Literacy	(3)
COM 115	Public Speaking	3
ENG 121	English Composition I: CO1	3
MAT 107	Career Math (or higher)	3
		15

Other Course Requirements

ASL 123	American Sign Language III	5
ASL 215	ASL Literature	3
ASL 221	American Sign Language IV	3
ASL 222	American Sign Language V	3
IPP 121	Aspects of Interpreting I	3
IPP 122	Aspects of Interpreting II	3
IPP 125	Oral Transliterating	2
IPP 131	Text Analysis	3
IPP 132	Interpretation Analysis	3
IPP 145	Deaf People in Society	2
IPP 147	Survey of Deaf Culture	3
IPP 205	Educational Interpreting	4
IPP 207	Specialized & Technical Communication	2
IPP 225	English to ASL Interpreting	3
IPP 227	ASL to English Interpreting	3
IPP 229	Transliterating	3
IPP 235	Advanced Interpreting	4
IPP 279	Interpreter Seminar	3
IPP 281	Internship	5
Total Credit Hours		**75**

Certificate

Gainful Employment Disclosure located at http://www.ppcc.edu/ge.

Basic ASL Communication Skills

The ASL certificate is for students who want to broaden their horizons by learning a new language and who plan to use their skills for casual communication as opposed to professional interpreting. ASL is the fourth most commonly used language in the United States and can be a valuable asset in any field that is customer or consumer related. In today's competitive market, every additional skill on your resume places you one step closer to your dream job. This certificate can be a starting point for your new career or can enhance any established degree or profession.

ASL 123	American Sign Language III	5
ASL 221	American Sign Language IV	3
IPP 121	Aspects of Interpreting I	3
IPP 145	Deaf People in Society	2
IPP 147	Survey of Deaf Culture	3
Total Credit Hours		**16**

Social Services Technician

Associate of Applied Science Degree

Recommended basic skills standards are

- ENG 090
- MAT 060
- REA 090

This program prepares students to enter the social services career field at the paraprofessional level. The training includes individual casework skills, group skills, case management skills, and family group work skills. Students participate in supervised work experience in various social agencies within the community which often serves as an avenue to obtaining employment. Elective courses are offered to help students learn more advanced skills.

Social Services Technician faculty recommends that in order to maximize the chances of success, students possess foundational skills in the following areas:

- Effective study skills
- Basic math skills
- Reading and comprehension skills
- Working knowledge and application of English skills
- Time management and problem solving skills

Students who want individualized program planning suggestions are encouraged to consult program faculty. Please call 719-502-3180 to schedule an appointment.

Students may complete deficiencies concurrently with the beginning courses in the program. Students not meeting a course prerequisite must have instructor permission to enroll.

NOTE: To be employed in the social work field it is expected that you will be able to pass background checks. This will include fingerprinting for the Colorado Bureau of Investigation and a Central Registry Inquiry.

General Education Courses

CSC 105	Computer Literacy	3
ENG 121	English Composition I: CO1	3
and		
ENG 122	English Composition II: CO2	3
or		
COM 225	Introduction to Organizational Communication	(3)
and		
ENG 131	Technical Writing I	(3)
MAT 107	Career Math	3
PSY 101	General Psychology I: SS3	3
SOC 101	Introduction to Sociology I: SS3	3
SOC 102	Introduction to Sociology II: SS3	3
		21

Other Course Requirements

SWK 100	Introduction to Social Work	3
SWK 105	Application of Group Counseling	3
SWK 106	Introduction to Alcohol & Drugs	3
SWK 180	Internship I	6
SWK 181	Internship II	6
SWK 201	Human Behavior in the Social Environment I	3
SWK 202	Human Behavior in the Social Environment II	3
SWK 205	Social Welfare in the U.S.	3
SWK 208	Social Work Case Management	3
SWK 222	Introduction to Social Work Practice	3
SWK 280	Internship III	6
		42
Total Credit Hours		**63**

Certificates

Gainful Employment Disclosure located at http://www.ppcc.edu/ge.

Case Management Open Field Placement – Internship

SWK 180	Internship I	6
SWK 205	Social Welfare in the U.S.	3
SWK 208	Social Work Case Management	3
SWK 222	Introduction to Social Work Practice	3
Total Credit Hours		**15**

Child Welfare

SWK 180	Internship I	6
SWK 205	Social Welfare in the U.S.	3
SWK 208	Social Work Case Management	3
SWK 222	Introduction to Social Work Practice	3
PSY 247	Child Abuse & Neglect	3
Total Credit Hours		**18**

Gerontological

SOC 201	Introduction to Gerontology	3
SWK 180	Internship I	6
SWK 205	Social Welfare in the U.S.	3
SWK 208	Social Work Case Management	3
SWK 222	Introduction to Social Work Practice	3
Total Credit Hours		**18**

Social Services

SOC 101	Introduction to Sociology I: SS3	3
SWK 100	Introduction to Social Work	3
SWK 180	Internship I	6
SWK 201	Human Behavior in the Social Environment I	3
SWK 205	Social Welfare in the U.S.	3
SWK 208	Social Work Case Management	3
SWK 222	Introduction to Social Work Practice	3
Elective*		3
Total Credit Hours		**27**

*Students must consult with advisors for selection of elective courses.

Substance Abuse

SWK 106	Introduction to Alcohol & Drugs	3
SWK 180	Internship I	6
SWK 205	Social Welfare in the U.S.	3
SWK 208	Social Work Case Management	3
SWK 222	Introduction to Social Work Practice	3
Total Credit Hours		**18**

Water & Wastewater Technology

Associate of Applied Science Degree

Recommended basic skills standards are

- ENG 090
- MAT 060
- REA 090

The Water and Wastewater Technology Program is designed to prepare students for employment at the technician level in water and wastewater treatment operations. The curriculum includes science and math foundations, water and wastewater treatment techniques, field experiences and group projects. Local career opportunities in this ever growing field will be available to the graduates of this program.

General Education Courses

BIO 111	General College Biology I w/Lab: SC1	5
BIO 204	Microbiology: SC1	4
CHE 101	Introduction to Chemistry I: SC1	5
CIS 118	Introduction to PC Applications	3
or		
CSC 105	Computer Literacy	(3)
COM 115	Public Speaking	3
or		
COM 225	Organizational Communication	(3)
ENG 121	English Composition I: CO1	3
or		
ENG 131	Technical Writing I	(3)
MAT 121	College Algebra: MA1	4
PHY 111	Physics: Algebra-Based I w/Lab: SC1	5
		32

Other Course Requirements

WQM 100	Introduction to Water Quality	3
WQM 105	Specific Calculations for Water Quality	4
WQM 106	Mechanical-Physical Treatment	3
WQM 109	Water Distribution	3
WQM 116	Conventional Surface Water Treatment	3
WQM 119	Basic Water Quality Analysis	4
WQM 118	Wastewater Collection Systems	3
WQM 126	Safety & Security Systems	3
WQM 127	Utility Management	3
WQM 212	Drinking Water Regulations	4
		30
Total Credit Hours		**65**

Certificates

Gainful Employment Disclosure located at http://www.ppcc.edu/ge.

Small Systems

WQM 126	Safety & Security Systems	3
WQM 127	Utility Management	3
WQM 202	Small Water System Operations & Maintenance	3
WQM 203	Small Wastewater Sys. Operations & Maintenance	3
Total Credit Hours		**12**

Water Distribution

MAT 121	College Algebra: MA1	4
WQM 109	Water Distribution	3
WQM 126	Safety & Security Systems	3
WQM 127	Utility Management	3
Total Credit Hours		**13**

Water Treatment

CHE 101	Introduction to Chemistry I: SC1	5
MAT 121	College Algebra: MA1	4
WQM 116	Conventional Surface Water Treatment	3
WQM 126	Safety & Security Systems	3
WQM 127	Utility Management	3
Total Credit Hours		**18**

Wastewater Collection

MAT 121	College Algebra: MA1	4
WQM 118	Wastewater Collection System	3
WQM 126	Safety & Security Systems	3
WQM 127	Utility Management	3
Total Credit Hours		**13**

Wastewater Treatment

BIO 111	General College Biology I w/Lab: SC1	5
MAT 121	College Algebra: MA1	4
WQM 106	Mechanical-Physical Treatment	3
WQM 126	Safety & Security Systems	3
WQM 127	Utility Management	3
Total Credit Hours		**18**

Welding

Associate of Applied Science Degree

Recommended basic skills standards are

- AAA 090
- ENG 060
- MAT 030
- REA 090

Training in welding is offered to those who wish to learn basic welding skills or to upgrade their knowledge in welding and fabrication. All welding classes are offered on a self-paced basis. Classes use course outlines, books, videos, and instructor-assisted instruction with practical hands-on training. Various types and thicknesses of material are welded in all positions with different welding processes. Courses in ornamental ironwork are also available. Three certificate options are available in pipe welding, structural welding, and combination pipe, structural, and advanced processes. The degree program provides students with additional competencies in welding which will enhance their upward mobility.

Students are required to purchase personal protective equipment, tools and text books. Students will receive a list of necessary equipment and books during orientation the first day of the course in which they enroll.
Students may complete deficiencies concurrently with the beginning courses in the program. Students not meeting a course prerequisite must have instructor permission to enroll.

General Education Courses

COM 225	Introduction to Organizational Communication	3
CSC 105	Computer Literacy	3
MAT 107	Career Math	3
General Education Electives from approved list can be found on page 76		6
		15

Other Course Requirements

WEL 100	Safety for Welders	1
WEL 106	Blueprint Reading for Welders & Fitters	4
WEL 113	Oxyfuel & Plasma Cutting	2
WEL 114	Oxyacetylene Welding	2
WEL 121	Structural Welding I	3
WEL 122	Structural Welding II	3
WEL 124	Introduction to Gas Tungsten Arc Welding	4
WEL 125	Introduction to Gas Metal Arc Welding	4
WEL 224	Advanced Gas Tungsten Arc Welding	4
WEL 225	Advanced Gas Metal Arc Welding	4
Skill electives from list below		26
		57
Total Credit Hours		**72**

Approved skill electives

MAC 101	Introduction to Machine Shop	3
MAC 110	Introduction to Engine Lathe	3
MAC 120	Introduction to Milling Machine	3
MAC 240	CAD/CAM 2D	3
MAC 241	CAD/CAM 2D Lab	3
MAC 252	Practical Metallurgy	3
WEL 180	Internship	4
WEL 200	Advanced CAD/CAM Cutting Process	4
WEL 205	Introduction to Ornamental Iron	4
WEL 230	Pipe Welding I	4
WEL 231	Pipe Welding II	4
WEL 250	Layout & Fabrication	4
WEL 280	Internship	4

Certificates

Gainful Employment Disclosure located at http://www.ppcc.edu/ge.

Entry Level Welding

MAT 107	Career Math	3
WEL 100	Safety for Welders	1
WEL 106	Blueprint Reading for Welders & Fitters	4
WEL 113	Oxyfuel & Plasma Cutting	2
WEL 114	Oxyacetylene Welding	2
WEL 121	Structural Welding I	3
WEL 122	Structural Welding II	3
WEL 124	Introduction to Gas Tungsten Arc Welding	4
WEL 125	Introduction to Gas Metal Arc Welding	4
Total Credit Hours		**26**

Gas Metal Arc Welding (GMAW)

WEL 125	Introduction to Gas Metal Arc Welding	4
WEL 225	Advanced Gas Metal Arc Welding	4
Total Credit Hours		**8**

Gas Tungsten Arc Welding (GTAW)

WEL 124	Introduction to Gas Tungsten Arc Welding	4
WEL 224	Advanced Gas Tungsten Arc Welding	4
Total Credit Hours		**8**

Machining for Welders

MAC 101	Introduction to Machine Shop	3
MAC 110	Introduction to Engine Lathe	3
MAC 120	Introduction to Milling Machine	3
MAC 252	Practical Metallurgy	3
Total Credit Hours		**12**

Pipe Welding

*Students must complete Entry Level Certificate prior to taking Pipe courses

*Entry Level Certificate		26
WEL 230	Pipe Welding I	4
WEL 231	Pipe Welding II	4
Total Credit Hours		**34**

Shielded Metal Arc Welding (SMAW)

WEL 121	Structural Welding I	3
WEL 122	Structural Welding II	3
Total Credit Hours		**6**

Wildland Fire Science

Associate of Applied Science Degree

Recommended basic skills standards are

- AAA 090
- ENG 090
- MAT 060
- REA 090

Wildland Firefighting is a firefighting, emergency management and natural resources interdisciplinary career and profession. This degree will allow the student to develop the competencies and skills to enter this expanding career field and will allow the seasoned wildland firefighter to enhance their experience with an academic program. This degree will prepare you to operate in multiple agency jurisdictions, apply standardized wildland firefighting principles as identified by the National Wildland Coordinating Group; introduce you to the principles of emergency management preparedness, mitigation, response, and recovery;

and prepare you to attain a career and to enhance a career in wildland firefighting and related disciplines.

A plan for entry into and completion of the Wildland Fire Science degree should be discussed with one of the Fire Science Coordinators or Faculty. This advising is needed to provide thorough information on the degree requirements and to align the student's experience and certifications to the degree for credit for prior learning, if appropriate, and to advise on the student's academic and career goals.

General Education Courses

CIS 118	Introduction to PC Applications	3
or		
CSC 105	Computer Literacy	(3)
ENG 121	English Composition I: CO1	3
or		
ENG 131	Technical Writing I	(3)
ENG 122	English Composition II: CO2	3
or		
COM 225	Introduction to Organizational Communication	(3)
MAT 107	Career Math or higher level math	3
POS 111	American Government: SS1	3
or		
PSY 106	Human Relations	(3)
		15

Technical Courses

EMP 101	Principles of Emergency Management	3
FST 102	Principles/Emergency Services	3
FST 103	Occupational Safety & Health for Fire	3
FST 201	Instructional Methodology (Fire Instructor I, II)	3
FSW 100	S-190 Introduction to Wildland Fire Behavior	1
FSW 101	S-130 Firefighting Training	2
FSW 102	S-131 Firefighter Type I	0.5
FSW 104	I-100 Introduction to ICS	0.25
FSW 105	L-180 Human Factors on the Fire Line	0.25
FSW 144	S-215 Fire Operations in the Wildland/Urban Interface	2
FSW 155	I-200, IS-200, Q-436 Basic ICS: ICS for Single Resources & Initial Action Incidents	1.5
FSW 205	S-390 Introduction to Fire Behavior Calculations	2
PSM 200	National Incident Management System/Interagency Operations	3
Electives		20.5
		24.5

Elective Choose 20.5 hours from any combination of EMP, EMS, FST, FSW, NRE, PSM courses

Total Credit Hours **60**

Zoo Keeping Technology

Associate of Applied Science Degree

Recommended basic skills standards are

- ENG 060
- MAT 090
- REA 090

This program is designed to prepare students to be zoo keeping technicians and animal care professionals. Classes include training in science foundations, animal husbandry, career development, horticulture, exhibit design and veterinary zoo keeping giving the students the background for a career in the animal care professions.

New students must satisfactorily pass a Criminal Background Investigation (CBI) prior to first internship. Failure to pass may jeopardize participation in any internship. CBI tests are at student expense.

General Education Courses

BIO 148	Basic Ecology	4
BIO 150	Animal Biology	4
CIS 118	Introduction to PC Applications	3
or		
CSC 105	Computer Literacy	(3)
COM 214	Natural Resource Interpretation Communication	3
ENG 131	Technical Writing I	3
MAT 107	Career Math	3
		20

Other Course Requirements

EMS 115	First Responder	3
ENV 101	Introduction to Environmental Science: SC1	4
NRE 236	Environmental Communications	2
ZOO 100	Safety/Zoonoses/Hazardous Materials	.5
ZOO 101	Career Development for Zoo keeping	.5
ZOO 105	Reptile & Amphibian Husbandry	4
ZOO 115	Bird Husbandry	4
ZOO 125	Mammal Husbandry	4
ZOO 135	Fish & Aquatic Invertebrate Husbandry	4
ZOO 180	Zoo Keeping Internship I	5
ZOO 181	Zoo Keeping Internship II	5
ZOO 205	Horticulture for the Zoo Keeper	1
ZOO 206	Exhibit Design & Construction	3
ZOO 215	Veterinary Zoo Keeping	4
ZOO 280	Zoo Keeping Internship III	5
Electives Choose six (6) credit hours from the list below		6
		55

Approved Electives

BIO 149	Plant Taxonomy	4
or		
BIO 154	Biology of Plants	(4)
ZOO 117	Animal Conservation in Captivity	3
or		
NRE 214	Environmental Issues & Ethics	(3)
ZOO 102	Primates	3
ZOO 104	Animal Training	2
ZOO 106	Adventures in Zoo Design	2
ZOO 200	Advanced Exhibitory Techniques	2
ZOO 207	Animal Behavior	3
ZOO 212	Elephant Management	3
Any AAS approved elective		1-6

Total Credit Hours **75**

Other Programs and Courses of Study

Para-Professional Education

Associate of Arts or Science Course of Study/Associate of General Studies Course of Study

Recommended basic skills standards are

- ENG 090
- MAT 090
- REA 090

Para-professional educators may complete an Associate of Arts, Associate or Science, or Associate of General Studies degree program; or pass a school district designated test. Para-Professional educators seeking degrees at PPCC may submit transcripts of completed COTOP Academy course clusters to receive credit for corresponding community college courses. For additional information, please call Wayne Artis at 719-502-3002 or Glenda Carne at 719-502-3237.

Pre-Engineering

Associate of Science Transfer Track

Recommended basic skills standards are

- ENG 090
- MAT 121
- REA 090

The transfer track offers students the requisite fundamental engineering sciences background and the strong mathematical foundation necessary for pursuing upper-level classes in engineering. Because of the varied differences of freshman and sophomore level courses needed for specific engineering programs, it is strongly recommended that students plan a program of study with pre-engineering advisors prior to or during the first term of study. The transfer track, while not necessarily resulting in an AS degree, does offer the equivalent of the course work of the first two years of college engineering studies in preparation for transfer to an engineering school. For additional information, please call 719-502-3600.

Secondary Education Teacher Preparation

Associate of Arts or Science Course of Study

Secondary Education Teacher Preparation allows students to complete a transferable associate of arts or science degree preparing them for transfer to a four-year college or university in Colorado where they can complete their Bachelor's degree and teaching credential in two additional years. Students identify a major and transfer institution prior to enrolling for courses and must meet with their faculty advisor before registering for classes to insure transferability of courses to their chosen institution/major. Areas of Certification in Colorado are Art, Communication, Drama, English Language Arts, Foreign Language, Health, Mathematics, Music, Physical Education, Science, and Social Studies. For additional information, please call Wayne Artis at 719-502-3002 or Glenda Carne at 719-502-3237.

COURSE DESCRIPTIONS

Course Numbering System

Each course has a letter and a numeric code. The letters are an abbreviation for the subject. For instance, MAT indicates a mathematics course and ENG an English course.

Courses numbered 100-199 are usually considered freshman level. Sophomore courses are generally numbered between 200 and 299. There are some exceptions to this rule. Courses numbered ENG 030 through ENG 090 and MAT 030 through MAT 099 are developmental and are not applicable to an AA, AS, or AGS degree.

Course numbers and descriptions are subject to change.

Developmental Courses

Developmental courses are numbered from 001 to 099. These are courses that teach basic skills often required to complete other college work. Students may be referred to these courses if their placement test scores do not meet college minimum standards. Though developmental courses may be required to enter a program or enroll in other courses, they do not count toward a degree or certificate.

Independent Study

Independent study classes allow students to develop specialized course goals working independently with an instructor. In this type of class, students meet in person with an instructor and agree to an appropriate course of study to conduct an independent investigation of a problem. One credit hour is awarded for each two hours of contracted special study per week per semester. Enrollment requires approval of the appropriate division director and the chief instructional officer.

Off Campus Courses

Courses that originate at PPCC campuses and include travel to off-campus locations are considered by the institution to be resident courses.

Selected Topics

These courses are available in all disciplines under the 175, 177, 176, 275, 276, 277 series. Developmental courses are 075, 076, 077. These courses meet temporary or special requirements for offerings not in the curriculum and explore the viability of adding the proposed course to the curriculum.

State-Guaranteed Curriculum

The State – Guaranteed Curriculum is a package of courses which will transfer to all public colleges and universities in Colorado (except School of Mines). The core package is part of the associate of arts and associate of science degrees. When transferred as a package, core courses will satisfy the lower division general education requirements for Bachelor of Arts and Bachelor of Sciences degrees provided they are completed with a grade of C or better.

Work Experience Courses

These courses are designed to improve employability and to expand the laboratory or shop capabilities of the institution through the use of community-based facilities. All work (field) experience courses include the following:

- an instructor credentialed in the program area to supervise the off-campus instruction
- activities designed by the instructor
- student attendance at a minimum of one class session per week with the instructor
- a training plan which includes assignments required for completion of the course
- grading according to the established college grading policy
- the same types of assignments and preparation as for on-campus courses.

Accounting Courses

ACC 101 Fundamentals of Accounting
3 Credit Hours • 45 Contact Hours (Lecture)
Presents the basic elements and concepts of accounting, with emphasis on the procedures used for maintaining journals, ledgers, and other related records, and for the completion of end-of-period reports for small service and merchandising businesses.

ACC 115 Payroll Accounting
3 Credit Hours • 45 Contact Hours (Lecture)
Prerequisite: ACC 101 or ACC 121 or concurrent enrollment
Studies federal and state employment laws and their effects on personnel and payroll records. The course is non-technical and is intended to give students a practical working knowledge of the current payroll laws and actual experience in applying regulations. Students are exposed to computerized payroll procedures.

ACC 121 Accounting Principles I
4 Credit Hours • 60 Contact Hours (Lecture)
Prerequisite: ENG 090, MAT 060
Introduces the study of accounting principles for understanding of the theory and logic that underlie procedures and practices. Major topics include the accounting cycle for service and merchandising companies, special journals and subsidiary ledgers, internal control principles and practices, notes and interest, inventory systems and costing, plant assets and intangible asset accounting, and depreciation methods and practices.

ACC 122 Accounting Principles II
4 Credit Hours • 60 Contact Hours (Lecture)
Prerequisite: ACC 121
Continues the study of accounting principles as they apply to partnerships and corporations. Major topics include stocks and bonds, investments, cash flow statements, financial analysis, budgeting, and cost and managerial accounting.

ACC 125 Computerized Accounting
3 Credit Hours • 45 Contact Hours (Lecture)
Prerequisite: ACC 101 or ACC 121 or concurrent enrollment
Introduces the capabilities of computer applications in accounting. Includes solving accounting problems of a financial nature and hardware and software controls.

ACC 131 Income Tax
3 Credit Hours • 45 Contact Hours (Lecture)
Note: It is strongly recommended to take ACC 121 before ACC 131
This course is the study of basic concepts of federal income taxation, including gross income, deductions, accounting periods and methods, and property transactions, with emphasis on taxation of individuals and sole proprietorships.

ACC 132 Tax Help Colorado
2 Credit Hours • 30 Contact Hours (Lecture)
Note: ACC 101 or ACC 121 is strongly recommended
This course prepares the students for preparation of federal and state income tax returns for individuals. Emphasis is placed on form preparation with the use of tax software.

ACC 133 Tax Help Colorado Practicum
1 Credit Hour • 30 Contact Hours (Practicum)
Prerequisite: ACC 132
This course allows students to prepare actual federal and state income tax returns for individuals in the real time environment.

ACC 135 Spreadsheet Applications for Accounting
3 Credit Hours • 45 Contact Hours (Lecture)
This course introduces spreadsheets as an accounting tool. Using an accounting perspective, the student applies fundamental spreadsheet concepts. The spreadsheet is used as a problem solving and decision making tool.

ACC 211 Intermediate Accounting I
4 Credit Hours • 60 Contact Hours (Lecture)
Prerequisite: ACC 122, successful completion of or concurrent enrollment in ACC 135 or CIS 155
Focuses on comprehensive analysis of generally accepted accounting principles (GAAP), accounting theory, concepts and financial reporting principles for public corporations. It is the first of a two-course sequence in financial accounting and is designed primarily for accounting and finance majors. Focuses on the preparation and analysis of business information relevant and useful to external users of financial reports. Explores the theories, principles and practices surveyed in Accounting Principles and critically examines "real-world" financial analysis and reporting issues.

ACC 212 Intermediate Accounting II
4 Credit Hours • 60 Contact Hours (Lecture)
Prerequisite: ACC 211
Focuses on the theoretical and practical aspects of accounting for long-term liabilities, stockholders' equity, investments, pensions, and leases. Includes income tax allocation, financial statement analysis, cash flow statements, and accounting methods changes.

ACC 215 Accounting Information Systems & E-Business
3 Credit Hours • 45 Contact Hours (Lecture)
Prerequisite: ACC 122
Studies the principles, concepts, and tools used in the analysis, design, implementation and integration of accounting systems, internal controls systems, and accounting procedures. Key elements of system analysis, business systems design, accounting software selection, and the acquisition and implementation of systems are studied. Techniques and systems for electronic control systems, electronic data interchange, electronic funds transfer, and web commerce are explored.

ACC 216 Governmental & Not-for-Profit Accounting
3 Credit Hours • 45 Contact Hours (Lecture)
Prerequisite: ACC 121
Addresses concepts of budgetary control as a matter of law and public administration theory. Accounting principles and procedures necessary to implement budgetary controls for governmental units and other not-for-profit institutions and organizations are presented.

ACC 226 Cost Accounting
3 Credit Hours • 45 Contact Hours (Lecture)
Prerequisite: ACC 122 (Grade of C or higher)
Studies cost accumulation methods and reports. Focuses on the concepts and procedures of job order, process, standard and direct cost systems, budgeting, planning, and control of costs.

ACC 227 Cost Accounting II
3 Credit Hours • 45 Contact Hours (Lecture)
Prerequisite: ACC 226
Continues ACC 226 and focuses on the decision making aspects of managerial accounting using electronic spreadsheet applications for assigned problems. Topics include product pricing strategy, capital budgeting, statement of cash flow, and application of linear programming.

ACC 287 Cooperative Education
3 Credit Hours • 135 Contact Hours (Work Experience)
Note: Must have faculty consent to enroll
For Accounting majors only
Provides an opportunity to gain practical experience in applying occupational skills and/or to develop specific skills in a practical work setting. The instructor works with the student to select an appropriate work site, establish learning objectives, and coordinate learning activities with the employer or work site supervisor. For Accounting majors only.

Advancing Academic Achievement Courses

AAA 050 Semester Survival
2 Credit Hours • 30 Contact Hours (Lecture)
Emphasizes basic study skills in order to bolster their chances of completing the current semester successfully.

AAA 090 Academic Achievement Strategies
3 Credit Hours • 45 Contact Hours (Lecture)
Prerequisite: REA 030
Develops personalized approaches to learn and succeed for easier transition into college. Topics include goal-setting, time management, textbook reading strategies, note-taking, test-taking, listening techniques, concentration and memory devices, and critical thinking for student success.

AAA 101 The Student Experience
1 Credit Hour • 15 Contact Hours (Lecture)
Introduces students to college culture and prepares them for the challenges they will face in higher education. Through a series of interactive seminars, students discover learning in a multicultural environment and use college and community resources to attain education and career goals.

AAA 109 Advanced Academic Achievement
3 Credit Hours • 45 Contact Hours (Lecture)
Examines theories and practices associated with successful learning to enhance college success. Areas of study include education and career planning, effective communication, personal management, critical and creative thinking, development of community and awareness of diversity, leadership, and techniques for successful academic performance. Recommended for new and returning students.

Adventure Guide Courses

ADG 105 Best Tasting Wild Plants
2 Credit Hours • 45 Contact Hours (Lecture/Lab Combination)
Providing useful information for both enhanced meal preparation and survival situations in the backcountry. Outdoor leaders and backcountry enthusiasts will be introduced to new and stimulating ways to improve meals. It will steer outdoor travelers to the best tasting food sources by making accurate identifications which will result in delicious accents to any backcountry meal. This includes sampling the diet of ancient cultures, or becoming versed in foods to tap for outdoor survival.

ADG 225 Risk Management for the Outdoor Professional
1 Credit Hour • 22.5 Contact Hours (Lecture/Lab Combination)
Introduces risk management in the outdoor environment. Students will gain a better understanding of the inherent risks associated with various outdoor activities. They will learn how to analyze and minimize those risks, how to establish emergency

protocols to react to those risks, and how to take the proper steps to resolve the consequences from those risks. After learning to identify, assess and reduce the risk, students will write a risk management plan specific to their area of interest. This course will cover outdoor leadership skills and delve into backcountry emergency situations and scenarios.

Agriculture Crops & Soils Course

AGY 240 Introductory Soil Science: SC1
4 Credit Hours • 75 Contact Hours (45 Lecture, 30 Lab)
Focuses on formation, physical properties, chemical properties, and management of soils emphasizing conditions that affect plant growth.

Agriculture Economics Courses

AGE 102 Agriculture Economics: SS1
3 Credit Hours • 45 Contact Hours (Lecture)
Focuses on economic principles as applied to agriculture through price discovery with producer supply and consumer demand, governmental policies, rural development, and resource management.

American Sign Language Courses

ASL 121 American Sign Language I
5 Credit Hours • 75 Contact Hours (Lecture)
Exposes the student to American Sign Language. Readiness activities are conducted focusing on visual/receptive skills and basic communication. Utilizes the direct experience method. Students must complete this course with a grade of B or higher or pass the ASL proficiency test with a score of at least 80% or better prior to registering for ASL 122 if planning to enroll in the Interpreter Preparation Program.

ASL 122 American Sign Language II
5 Credit Hours • 75 Contact Hours (Lecture)
Prerequisite: ASL 121 or passing the ASL 121 proficiency exam
Develops a basic syntactic knowledge of American Sign Language (ASL), basic vocabulary, and basic conversational skills. Incorporates vital aspects of deaf culture and community. The direct experience method is used to enhance the learning process. Students must complete this course with a grade of B or higher or pass the ASL 121 proficiency test at 80% or better prior to acceptance into the Interpreting and Transliterating Preparation program.

ASL 123 American Sign Language III
5 Credit Hours • 75 Contact Hours (Lecture)
Prerequisite: ASL 122 (Grade of B or higher) or passing the ASL 122 proficiency exam
Provides the student an opportunity to develop a stronger grasp of American Sign Language (ASL), as well as the cultural features of the language. ASL vocabulary is also increased. The direct experience method is used to further enhance the learning process. This course is a continuation of ASL 122 with more emphasis on expressive skills in signing.

ASL 125 Fingerspelling
3 Credit Hours • 45 Contact Hours (Lecture)
Prerequisite: ASL 122
Provides the student an opportunity to develop expressive and receptive fingerspelling through various class activities.

ASL 135 Conversational ASL
2 Credit Hours • 30 Contact Hours (Lecture)
Prerequisite: ASL 123 (Grade of C or higher)
Provides the student an extended opportunity to develop a strong grasp of American Sign Language (ASL) as well as the cultural features of the language. It helps the student maintain sign language skill. This course is designed for students who have not met the minimum requirements to continue with ASL 221.

ASL 215 ASL Literature
3 Credit Hours • 45 Contact Hours (Lecture)
Prerequisite: ASL 221 (Grade of B or higher)
Provides the student with an opportunity to recognize the impact of Deaf Culture on emerging ASL Literature. Covers non-fiction, fiction, poetry, and drama depicted in readings and videotapes related to everyday lives of Deaf people. Develops insight and appreciation of Deaf literature and its implications for Deaf education.

ASL 221 American Sign Language IV
3 Credit Hours • 45 Contact Hours (Lecture)
Prerequisite: ASL 123 (Grade of B or higher)
Continues from ASL 123 to provide further study of American Sign Language (ASL) and its grammar, syntax, and cultural features. Helps students develop competency and fluency in the language. Variations in ASL are addressed.

ASL 222 American Sign Language V
3 Credit Hours • 45 Contact Hours (Lecture)
Prerequisite: ASL 221 (Grade of B or higher)
Continues ASL 221 with focus on assimilating previously acquired skills and knowledge and increases proficiency in understanding and using American Sign Language (ASL). Addresses debates in ASL.

Animal Science Courses

ASC 102 Introduction to Equine Science
4 Credit Hours • 60 Contact Hours (Lecture)
Covers the basics of the equine industry, breeds, selection, form to function, care and management, soundness, health, reproduction, feeding, facilities, physiology, production systems and management systems.

ASC 143 Elementary Western Equitation
2 Credit Hours • 45 Contact Hours (Lecture/Lab Combination)
Provides the student with an introduction to basic safe handling and riding of the western horse.

ASC 243 Intermediate Western Equitation
2 Credit Hours • 45 Contact Hours (Lecture/Lab Combination)
Prerequisite: ASC 143
Provides the student basic to intermediate horsemanship and maneuvers, improved body position, and advanced control.

ASC 245 Equine Evaluation
3 Credit Hours • 52.5 Contact Hours (30 Lecture, 22.5 Lecture/Lab Combination)
Prerequisite: ASC 102 or EQM 151
Focuses on a system of development for evaluating a horse's conformation and its relationship to performance. Covers various aspects of evaluating horses while enhancing the student's deductive reasoning and public speaking skills.

Anthropology Courses

ANT 101 Cultural Anthropology: SS3
3 Credit Hours • 45 Contact Hours (Lecture)
Prerequisite: ENG 090
Studies human cultural patterns and learned behavior. Includes linguistics, social and political organization, religion, culture and personality, culture change, and applied anthropology.

ANT 107 Introduction to Archaeology: SS3
3 Credit Hours • 45 Contact Hours (Lecture)
Prerequisite: ENG 090
Introduces the science of recovering the human prehistoric and historic past through excavation, analysis, and interpretation of material remains. Includes a survey of the archaeology of different areas of the Old and New Worlds. Also includes the works of selected archaeologists and discussions of major archaeological theories.

ANT 111 Physical Anthropology: SS3
3 Credit Hours • 45 Contact Hours (Lecture)
Prerequisite: ENG 090
Studies human biology and its effects on behavior. Includes principles of genetics and evolution, vertebrates and primates, human origins, human variation, and ecology.

ANT 121 Cultures of the Southwest
3 Credit Hours • 45 Contact Hours (Lecture)
Includes the major prehistoric cultures (Paleoindian, Desert Culture, Anasazi, Hohokam, Mogollon) and ethnographic views of the historic cultures (Pueblos, Navajo, Apache, Pima, Papago, Spanish-American, and Anglo-American). The purpose of the study is to trace the stages through which these cultures have passed in order to evaluate environmental influences on human activities and to perceive human influences on the environment.

ANT 201 Introduction to Forensic Anthropology: SS3
3 Credit Hours • 45 Contact Hours (Lecture)
Studies the basic principles of forensic anthropology, an applied field within the discipline of physical anthropology. Includes the study of the human skeleton, practical application of physical anthropology and archaeology, and judicial procedure, as they relate to the identification of human remains within a medico-legal context.

ANT 211 Cultural Resource Management
3 Credit Hours • 45 Contact Hours (Lecture)
Prerequisite: ENG 090
Introduces the cultural resources management requirements of the federal government. Explores the history, purposes, and goals of historic preservation through an examination of cultural, archaeological, and historical resources of the American Southwest.

ANT 215 Indians of North America: SS3
3 Credit Hours • 45 Contact Hours (Lecture)
Prerequisite: ENG 090
Studies the Indians of North America from the origins of native peoples in the New World, through the development of geographic culture areas, to European contact and subsequent contemporary Native American issues.

ANT 218 Archaeology of the Bible
3 Credit Hours • 45 Contact Hours (Lecture)
Examining the early civilizations and major cities described in the Bible, this course is designed to use the methods and critical examination of archaeology. Students will explore the cultural history of the Near East from the Neolithic period to the end of the Iron Age. Students will focus on the Old Testament starting with the domestication of plants and animals in the Neolithic, followed by the development of villages, and then by cities in Israel, Babylon and Egypt.

ANT 221 Exploring Other Cultures I
3 Credit Hours • 45 Contact Hours (Lecture)
Prerequisite: ENG 090
Provides an anthropological understanding of a selected culture. Areas of study include the culture's language, processes of enculturation, subsistence patterns and economics, kinship and descent, political organization, religion, art, history, and its reactions to the forces of globalization.

ANT 222 Exploring Other Cultures II
3 Credit Hours • 45 Contact Hours (Lecture)
Prerequisite: ANT 221
Provides an anthropological understanding of another selected culture (continuation of ANT 221) with a more in-depth treatment. Areas of study include the culture's language, processes of enculturation, subsistence patterns and economics, kinship and descent, political organization, religion, art, history, and its reactions to the forces of globalization.

ANT 225 Anthropology of Religion
3 Credit Hours • 45 Contact Hours (Lecture)
Prerequisite: ENG 090
Explores the culturally universal phenomenon of religion. Cross-cultural varieties of beliefs in the supernatural and the religious rituals people employ to interpret and control their worlds are examined.

ANT 255 Anthropology of Energy
3 Credit Hours • 45 Contact Hours (Lecture)
Prerequisite: ENG 090
Questions of energy production and consumption occupy a central role in national and global debates. Where does the majority of our energy currently come from, and where should it come from in the future? What is at stake in our energy lifestyles on both local and global scales?

ANT 260 Sex, Gender and Culture
3 Credit Hours • 45 Contact Hours (Lecture)
Prerequisite: ENG 090
Explores the anthropology of gender including the relationship between biology and culture in human evolution, archaeological evidence of gender distinctions in prehistory, cross-cultural constructions of masculinity, femininity, and sexuality, variations in the sexual division of labor and economic stratification, gender differences in ritual and religion, and the impact of gender issues in contemporary global culture change.

ANT 263 Anthropology of Folklore
3 Credit Hours • 45 Contact Hours (Lecture)
Prerequisite: ENG 090
Note: This course may be taken without prior introductory courses in anthropology
This course is a cross-cultural examination of oral traditions and verbal arts and how they reflect and preserve cultural values and worldviews. Various narratives (myths, legends, and tales), dramas, poetry, and other structured sayings are considered.

ANT 280 Southwest Field Exploration
2 Credit Hours • 75 Contact Hours (Field)
Prerequisite: ENG 090
Introduces the social, religious, economic, and cultural development of the Anasazi. Major ruins, excavation sites, and laboratory facilities in the Four Corners region are explored.

Arabic Courses

ARA 111 Arabic Language I
5 Credit Hours • 75 Contact Hours (Lecture)
Prerequisite: ENG 090
Begins a sequence dealing with the development of functional proficiency in listening, speaking, reading and writing the Arabic language.

ARA 112 Arabic Language II
5 Credit Hours • 75 Contact Hours (Lecture)
Prerequisite: ARA 111 (Grade of C or higher)
Continues Arabic Language I in the development of functional proficiency in listening, speaking, reading and writing the Arabic language.

ARA 211 Arabic Language III
3 Credit Hours • 45 Contact Hours (Lecture)
Prerequisite: ARA 112
Continues Arabic I and II in the development of increased functional proficiency in listening, speaking, reading and writing the Arabic language.

Architectural Engineer/Construction Management Courses

AEC 101 Basic Architectural Drafting
4 Credit Hours • 90 Contact Hours (Lecture/Lab Combination)
Introduces the student to basic architectural drafting techniques. Topics explored in lecture and through project work include: use of instruments, geometric construction, multi-view, oblique and isometric projections, and basic construction drawings.

AEC 102 Residential Construction Drawing
4 Credit Hours • 90 Contact Hours (Lecture/Lab Combination)
Covers an investigation of light frame construction techniques and the production of residential construction drawings. The course covers residential construction materials, components and systems related to wood frame structures. Students produce a professional set of construction drawings of a residential structure.

AEC 104 Architectural Drawing Theory
4 Credit Hours • 60 Contact Hours (Lecture)
Print reading, construction assemblies, terminology, isometric drawings, orthographic projections, and oblique sketching.

AEC 109 Architectural Building Materials I
2 Credit Hours • 30 Contact Hours (Lecture)
Covers construction principles, methods, and materials of: soils, foundations, concrete, masonry materials and walls, thermal insulation and moisture protection, and passive solar energy to include properties, applications, manufacture, quality, advantages, and limitations.

AEC 125 History of Architecture
3 Credit Hours • 45 Contact Hours (Lecture)
This course will cover major periods of architectural development. Social and cultural values influencing architecture will be highlighted as well as the interaction of art, engineering and architecture as forms of expression.

AEC 202 Architectural Design and Analysis
4 Credit Hours • 90 Contact Hours (Lecture/Lab Combination)
Reviews conceptual design and architectural drafting techniques. The students will be introduced to site analysis through observation and sketching. Students will be required to present a design solution and evaluation of an assigned project through a combination of conceptual models, drawings, and sketches using various computer aided design programs.

AEC 204 Architectural Graphics
3 Credit Hours • 45 Contact Hours (Lecture)
Introduces graphic concepts to architectural students and develops graphic design techniques and rendering using pencil, ink, and color media. Both freehand and mechanical methods are stressed. Student will be able to produce architectural presentations.

AEC 206 Applied Structure Analysis
3 Credit Hours • 45 Contact Hours (Lecture)
Studies fundamental structural elements and building structures. Building forces, transfer of forces, and structural members and systems are investigated through computation and project work. Fundamental engineering theory related to steel, wood, reinforced concrete and masonry are introduced.

AEC 209 Architectural Building Materials II
3 Credit Hours • 45 Contact Hours (Lecture)
Covers basic stress analysis, non-residential steel and concrete frame construction, roofing, plaster and stucco, gypsum board, lightguage metal framing, non-residential door and window assemblies, hardware, and wood and plywood.

AEC 218 Sustainable Building Systems
3 Credit Hours • 45 Contact Hours (Lecture)
Investigates the technologies and strategies related to sustainable (green) materials and systems for buildings. Topics include: energy and environmental consciousness/regulations; the high performance building envelope; alternative construction techniques (adobe, cob, rammed earth, straw bale); microclimate/site factors; sustainable/green materials; and passive solar; active thermal solar, photovoltaic energy, wind energy conversion, on site water use/reuse and waste disposal systems.

AEC 220 Surveying
3 Credit Hours • 67.5 Contact Hours (Lecture/Lab Combination)
The course includes the fundamentals of plane surveying and basic surveying instruments. It emphasizes construction-related aspects of surveying and the development of skills in using surveying field information. Surveying projects are generally covered in coordinated and fieldwork segments.

AEC 221 Building Electrical/Mechanical Systems
3 Credit Hours • 45 Contact Hours (Lecture)
Acquaints the student with electrical and mechanical equipment and systems in buildings. Lectures cover the basic principles of electrical distribution, artificial lighting, fire protection, plumbing systems and heating, ventilating and air conditioning (HVAC) systems.

AEC 222 Estimating and Print Reading
5 Credit Hours • 75 Contact Hours (Lecture)
Covers current methods of estimating cost of materials and labor for both residential and commercial construction. Print reading, specifications, and quantity takeoffs are an integral part of this course.

AEC 225 Architectural Design & Development
4 Credit Hours • 90 Contact Hours (Lecture/Lab Combination)
Prerequisite: AEC 102
Reviews conceptual design, site analysis, and architectural drafting techniques. Students will be introduced to the development of design ideas and theories and learn how to present those ideas visually. Students will be required to analyze a site and produce a design solution that responds to that particular site through a combination of research data, conceptual models, drawings, and sketches. The student will produce a final presentation of all relevant data, sketches, conceptual models, and drawings using presentation boards produced in various graphical programs.

AEC 226 Construction Scheduling
3 Credit Hours • 45 Contact Hours (Lecture)
Students will research various methods of project scheduling. Emphasis will be placed on critical path method techniques and strategies.

AEC 228 Contracts & The Legal Environment
3 Credit Hours • 45 Contact Hours (Lecture)
Introduces different types of contracts, legal requirements and liabilities that are related to the construction industry. This course also focuses on contracting parties and their legal options and obligations when they interact during the construction phases. Specifications as an important part of the construction documents will be introduced.

AEC 236 International Building Codes
3 Credit Hours • 45 Contact Hours (Lecture)
A study is made of the restrictions, standards, and requirements that in the interest of public safety and welfare have been established by law to govern the construction of buildings and their materials. Specifications are developed to describe building materials to be furnished and how they are to be installed.

Art Courses

ART 107 Art Education Methods
3 Credit Hours • 45 Contact Hours (Lecture)
Focuses on a multimedia approach to teaching art. Emphasizes strong creative presence, philosophy, and techniques in drawing, painting, printmaking, and other media.

ART 110 Art Appreciation: AH1
3 Credit Hours • 45 Contact Hours (Lecture)
Prerequisite: ENG 090
Introduces the cultural significance of the visual arts, including media, processes, techniques, traditions, and terminology.

ART 111 Art History Ancient to Medieval: AH1
3 Credit Hours • 45 Contact Hours (Lecture)
Prerequisite: ENG 121
Provides the knowledge base to understand the visual arts, especially as related to Western culture. Surveys the visual arts from the Ancient through the Medieval periods.

ART 112 Art History Renaissance to 1900: AH1
3 Credit Hours • 45 Contact Hours (Lecture)
Prerequisite: ENG 121
Provides the knowledge base to understand the visual arts, especially as related to Western culture. Surveys the visual arts from the Renaissance to 1900.

ART 113 History of Photography
3 Credit Hours • 45 Contact Hours (Lecture)
Prerequisite: ENG 090
Surveys the history of photography from its beginnings to the present. Emphasizes individual photographers who have made significant contributions to the field. Includes technical, artistic, commercial and social development of photography as a form of visual communication.

ART 114 Art Sampler
(Previously ART 118 Art Sampler)
1 Credit Hour • 22.5 Contact Hours (7.5 Lecture, 15 Lab)
Introduces students to basic skills through various art media. This course may be repeated under a different subtitle for a maximum of six Credit Hours. Encompasses a multitude of one-credit art experiences that expose students to an art form that they may wish to explore further.

ART 115 Stained Glass I
(Previously ART 146 Stained Glass I)
3 Credit Hours • 75 Contact Hours (15 Lecture, 60 Lab)
Develops a basic understanding and approach to stained glass. Students gain an understanding of and appreciation for the properties of glass and the nature of finished stained glass construction.

ART 116 Stained Glass II
(Previously ART 147 Stained Glass II)
3 Credit Hours • 75 Contact Hours (15 Lecture, 60 Lab)
Prerequisite: ART 115
A continuation of Stained Glass I, students advance to a clearer but still basic understanding and approach to stained glass. Students gain a greater understanding of and appreciation for the properties of glass and the nature of finished stained glass construction.

ART 117 Fiber Design I
(Previously ART 135 Fiber Design I)
3 Credit Hours • 75 Contact Hours (15 Lecture, 60 Lab)
Introduces basic fiber design. Explores basic studies and approaches to fiber design, ranging from the uses of dyes, prints, painting, and threads to an appreciation of the properties of various kinds of fiber and textiles.

ART 118 Weaving Techniques Southwest I
(Previously ART 136 Navajo Weaving Techniques I)
3 Credit Hours • 75 Contact Hours (15 Lecture, 60 Lab)
Introduces traditional Southwest weaving. Focuses on building a loom, carding raw wool, hand spinning, dye baths, and actual rug weaving. Explores Southwest history and culture as related to weaving.

ART 119 Weaving Techniques Southwest II
(Previously ART 137 Navajo Weaving Techniques II)
3 Credit Hours • 75 Contact Hours (15 Lecture, 60 Lab)
Prerequisite: ART 118
Continues the focus on traditional Southwest weaving. Emphasizes building a loom, carding raw wool, hand spinning, dye baths, and actual rug weaving. Explores Southwest history and culture as related to weaving.

ART 121 Drawing I
3 Credit Hours • 75 Contact Hours (15 Lecture, 60 Lab)
Investigates the various approaches and media that students need to develop drawing skills and visual perception.

ART 124 Watercolor I
(Previously ART 123 Watercolor I)
3 Credit Hours • 75 Contact Hours (15 Lecture, 60 Lab)
Note: ART 121 recommended
Provides on introduction to the basic techniques and unique aspects of materials involved in the use of either transparent or opaque water media or both. Color theory is included.

ART 127 Landscape Drawing I
(Previously ART 125 Landscape Drawing I)
3 Credit Hours • 75 Contact Hours (15 Lecture, 60 Lab)
Emphasizes nature, particularly landscape. Drawing outside or in view of landscape using graphite, ink, prismacolor, pastel, and washes. Students concentrate on various approaches, viewpoints, and styles and acquire expertise and interpretation in a variety of media.

ART 128 Figure Drawing I
(Previously ART 156 Figure Drawing I)
3 Credit Hours • 75 Contact Hours (15 Lecture, 60 Lab)
Note: ART 121 recommended
Introduces the basic techniques of drawing the human figure.

ART 129 Printmaking I
(Previously ART 225 Printmaking I)
3 Credit Hours • 75 Contact Hours (15 Lecture, 60 Lab)
Introduces the basic techniques and skills of printmaking as a fine art media. Instruction includes an understanding of visual concepts as they relate to prints. May include introduction to relief, intaglio, lithography, and screen printing techniques.

ART 131 Visual Concepts 2-D Design
3 Credit Hours • 75 Contact Hours (15 Lecture, 60 Lab)
Examines the basic elements of design, visual perception, and artistic form and composition as they relate to two-dimensional media.

ART 132 Visual Concepts 3-D Design
3 Credit Hours • 75 Contact Hours (15 Lecture, 60 Lab)
Note: ART 131 recommended
Focuses on learning to apply the elements and principles of design to three dimensional problems.

ART 133 Jewelry & Metalwork I
(Previously ART 141 Jewelry & Metal Work I)
3 Credit Hours • 75 Contact Hours (15 Lecture, 60 Lab)
Introduces the construction of jewelry designs in metals and small casting techniques.

ART 137 Enameling on Metal I
(Previously ART 145 Enameling on Metal I)
3 Credit Hours • 75 Contact Hours (15 Lecture, 60 Lab)
Introduces the techniques, history, application, and potentials of glass fused to metal at high heat in greater depth than in the 1 credit enameling course. Individual studio projects explore the brilliance of glass and the versatility of metals in enameling. Formal critiques accompany each project so that students experience and profit from instructor comment and peer comment.

ART 138 Film Photography I
3 Credit Hours • 45 Contact Hours (Lecture)
Introduces black and white photography as a fine art medium and develops skills necessary for basic camera and lab operations.

ART 139 Digital Photography I
(Previously ART 143 Digital Photography I)
3 Credit Hours • 60 Contact Hours (30 Lecture, 30 Lab)
Prerequisite: ART 138 or PHO 121
Introduces the basic concepts of digital imaging as applied to photography. Using applicable technology and hands on experience, modern developments are presented leading to the present applications of digital imaging which combine traditional photographic ideas with electronic media. Enables the student to learn how to operate image manipulation software using a variety of scanning equipment, software tools and output devices by executing new assignments and applying these technologies to their photographic process.

ART 142 Landscape Photography
(Previously ART 252 Landscape Photography Workshop)
3 Credit Hours • 60 Contact Hours (30 Lecture, 30 Lab)
Prerequisite: ART 138 or PHO 121 (Grade of B or higher)
Focuses on traditional and contemporary approaches to landscape photography. Examines technical and aesthetic aspects of landscape photography through group discussions, a field study, lectures, and print and slide critiques.

ART 144 Portrait Photography
(Previously ART 251 Portrait Photography)
3 Credit Hours • 60 Contact Hours (30 Lecture, 30 Lab)
Prerequisite: ART 138 or ART 245 or PHO 121
Teaches the technical and aesthetic aspects of studio and location portrait photography. This course explores the personal style of portraiture, history of the field and portraiture as a visual language and creative expression. This topic also includes lighting, composition, posing, and equipment selection.

ART 145 Digital Darkroom
(Previously ART 248 Digital Darkroom)
3 Credit Hours • 60 Contact Hours (30 Lecture, 30 Lab)
Prerequisite: ART 138 or ART 245
Teaches computer aided photography and darkroom techniques. The emphasis of this course is image-editing software, which can be used to color correct, retouch and composite photographic images. Other topics include image acquisition, storage, file management, special effects, hard copy and web based image output.

ART 149 Mixed Media I: Digital Art
(Previously ART 152 Mixed Media I: Digital Fine Art Techniques)
3 Credit Hours • 75 Contact Hours (15 Lecture, 60 Lab)
Introduces students to the design and creation of fine-art composites that involve the combinations of techniques, texture, drawing, painting, photography, and objects, and emphasizes the computer as an art tool. In addition to incorporating technology-based vocabulary as it relates to fine-art technique, vector and raster applications are explored for the creation of montage and collage. No computer experience is necessary.

ART 150 Digital Art Foundations I
3 Credit Hours • 75 Contact Hours (15 Lecture, 60 Lab)
Explores visual problem solving using digital tools for fine art. Students will learn to draw and paint in a variety of artistic modalities using color and grayscale. Two-dimensional to three-dimensional observation exercises in composition will be explored. Students will develop their skills in gesture and contour drawing, painterly expression and artistic elements while using the computer as an art tool. Use of systematic applications for development and presentation of ideas is practiced using vector and raster software. No computer experience is necessary.

ART 151 Painting I
(Previously ART 211 Painting I)
3 Credit Hours • 75 Contact Hours (15 Lecture, 60 Lab)
Note: ART 121 and ART 230 recommended
Explores basic techniques, materials, and concepts used in opaque painting processes in oil or acrylic painting to depict form and space on a two-dimensional surface.

ART 152 Landscape Painting
(Previously ART 210 Landscape Painting)
3 Credit Hours • 75 Contact Hours (15 Lecture, 60 Lab)
Focuses on specific landscape concerns in the painting media of your choice.

ART 153 Pastel Painting
(Previously ART 117 Pastel Painting)
3 Credit Hours • 75 Contact Hours (15 Lecture, 60 Lab)
Approaches the pastel medium in an inventive manner and introduces students to soft pastels and their many approaches to painting with them. Color theory will be taught in practice and application.

ART 154 Figure Painting I
(Previously ART 157 Figure Painting I)
3 Credit Hours • 75 Contact Hours (15 Lecture, 60 Lab)
Focuses on painting the human figure, and includes a brief survey of figure painting and instruction in the fundamental methods of composition and expressions.

ART 155 Portraiture
(Previously ART 227 Portraiture)
3 Credit Hours • 75 Contact Hours (15 Lecture, 60 Lab)
Introduces portrait drawing using various media, such as pencil, charcoal, pastel, and watercolor. Head and hand structures and their individual features and composition (using art elements and principles) are emphasized.

ART 161 Ceramics I
3 Credit Hours • 75 Contact Hours (15 Lecture, 60 Lab)
Introduces traditional and contemporary ceramic forms and processes including hand building and throwing on the potter's wheel.

ART 162 Handbuilt Clay I
(Previously ART 163 Handbuilt Clay I)
3 Credit Hours • 75 Contact Hours (15 Lecture, 60 Lab)
Provides instruction in several methods of hand building and the study of functional and decorative design elements.

ART 163 Handbuilt Clay II
(Previously ART 164 Handbuilt Clay II)
3 Credit Hours • 75 Contact Hours (15 Lecture, 60 Lab)
Prerequisite: ART 162
Provides continued instruction in various methods of hand building.

ART 164 Handbuilt Clay III
(Previously ART 263 Handbuilt Clay III)
3 Credit Hours • 75 Contact Hours (15 Lecture, 60 Lab)
Prerequisite: ART 163
Covers advanced problems with importance placed on large scale pieces that promote creativity with techniques and combinations of different textures.

ART 165 Sculpture I
(Previously ART 154 Sculpture I)
3 Credit Hours • 75 Contact Hours (15 Lecture, 60 Lab)
Note: ART 132 recommended
Introduces the fundamentals of sculpture such as modeling, casting, carving, and the processes of assemblage.

ART 166 Raku
(Previously ART 259 Raku)
3 Credit Hours • 75 Contact Hours (15 Lecture, 60 Lab)
Prerequisite: ART 161 or ART 162
Studies the Japanese art of Raku pottery. Students may hand build or make wheel thrown pots and will be involved in the unique firing process.

ART 167 Sculpting the Figure
(Previously ART 254 Sculpting the Figure)
3 Credit Hours • 75 Contact Hours (15 Lecture, 60 Lab)
Focuses on sculpting the human figure using modeling techniques in clay.

ART 207 Art History – 1900 to Present: AH1
3 Credit Hours • 45 Contact Hours (Lecture)
Prerequisite: ENG 121
Provides students with the knowledge base to understand the visual arts as related to Modern and Contemporary visual art. Surveys world art of the twentieth century, including Modernism to Post-Modernism.

ART 208 Culture Studies
3 Credit Hours • 75 Contact Hours (15 Lecture, 60 Lab)
Studies the arts and history of a particular culture at the location of that culture. Students view the arts and architecture of the culture in the historical and spatial contexts for which they were designed and in galleries and museums.

ART 209 Studio Art
3 Credit Hours • 75 Contact Hours (15 Lecture, 60 Lab)
Designed for advanced students interested in further exploring an art discipline to develop a more comprehensive portfolio.

ART 210 Marketing for Visual Arts
(Previously ART 264 Marketing for the Visual Arts)
3 Credit Hours • 45 Contact Hours (Lecture)
Provides students with the framework, tools, and professional materials necessary for the practicing visual artist. Guidelines for writing proposals, artist's statements, and resumes are discussed and practiced. Explores theoretical and practical considerations related to portfolio presentation and exhibiting artwork through hands-on activities, readings, and discussion.

ART 211 Business of Visual Art
(Previously ART 265 The Business of Visual Art)
3 Credit Hours • 45 Contact Hours (Lecture)
Introduces students to the principles and practices involved in creating and operating arts organizations in the profit and not-for-profit art world.

ART 215 Stained Glass III
(Previously ART 246 Stained Glass III)
3 Credit Hours • 75 Contact Hours (15 Lecture, 60 Lab)
Prerequisite: ART 116
Provides continued instruction in which students advance to a clearer and more advanced understanding and approach to stained glass. Students gain a greater understanding of and appreciation for the properties of glass and the nature of finished stained glass construction. Emphasizes original, personal expression.

ART 216 Stained Glass IV
(Previously ART 247 Stained Glass IV)
3 Credit Hours • 75 Contact Hours (15 Lecture, 60 Lab)
Prerequisite: ART 215
Continues instruction in stained glass with students advancing to a clearer understanding and approach. Students gain greater appreciation for the properties of glass and the nature of finished stained glass construction. Focuses on original, personal expression. Student independence is emphasized with regard to use of material and tools and a wide variety of glass.

ART 217 Fiber Design II
(Previously ART 235 Fiber Design II)
3 Credit Hours • 75 Contact Hours (15 Lecture, 60 Lab)
Prerequisite: ART 117
Continues instruction in fiber design (ART 117, Fiber Design I).

ART 218 Weaving Techniques Southwest III
(Previously ART 236 Navajo Weaving III)
3 Credit Hours • 75 Contact Hours (15 Lecture, 60 Lab)
Prerequisite: ART 119
Provides continued study of Southwest weaving techniques with emphasis on the creation of a woven rug utilizing an original design based on the traditional artistic elements portrayed in Southwest history and culture.

ART 219 Weaving Techniques Southwest IV
(Previously ART 237 Navajo Weaving Techniques IV)
3 Credit Hours • 75 Contact Hours (15 Lecture, 60 Lab)
Prerequisite: ART 218
Continues Southwest Weaving with emphasis on creating a Southwest Rug based on an original design.

ART 221 Drawing II
(Previously ART 122 Drawing II)
3 Credit Hours • 75 Contact Hours (15 Lecture, 60 Lab)
Prerequisite: ART 121
Explores expressive drawing techniques with an emphasis on formal composition, color media, and content or thematic development.

ART 222 Drawing III
(Previously ART 221 Drawing III)
3 Credit Hours • 75 Contact Hours (15 Lecture, 60 Lab)
Prerequisite: ART 221
Offers a continued study of expressive drawing techniques and development of individual style, with an emphasis on composition and technique variation.

ART 223 Drawing IV
(Previously ART 222 Drawing IV)
3 Credit Hours • 75 Contact Hours (15 Lecture, 60 Lab)
Prerequisite: ART 222
Explores advanced drawing problems with an emphasis on conceptual development and portfolio and/or exhibition quality presentation.

ART 224 Watercolor II
(Previously ART 124 Watercolor II)
3 Credit Hours • 75 Contact Hours (15 Lecture, 60 Lab)
Prerequisite: ART 124
Continues the study of watercolor techniques, emphasizing original compositions and experimentation with materials. Color theory is included.

ART 225 Watercolor III
(Previously ART 223 Watercolor III)
3 Credit Hours • 75 Contact Hours (15 Lecture, 60 Lab)
Prerequisite: ART 224
Concentrates on the advanced study of subject development, form, color, and theme in watercolor.

ART 226 Watercolor IV
(Previously ART 224 Watercolor IV)
3 Credit Hours • 75 Contact Hours (15 Lecture, 60 Lab)
Prerequisite: ART 225
Concentrates on the advanced study of techniques, individual style or expression, and consistency of compositional problem solving in watercolor.

ART 227 Landscape Drawing II
(Previously ART 126 Landscape Drawing II)
3 Credit Hours • 75 Contact Hours (15 Lecture, 60 Lab)
Prerequisite: ART 127
Focuses on drawing outdoors or in view of landscape (both rural and inner city) using graphite, ink, washes, pencils, pastels, and watercolor. Students concentrate on various approaches, viewpoints, and styles and acquire expertise in a variety of media. Each student presents finished pieces matted for critique.

ART 228 Advanced Figure Drawing
(Previously ART 256 Advanced Figure Drawing)
3 Credit Hours • 75 Contact Hours (15 Lecture, 60 Lab)
Prerequisite: ART 128
Provides continuing study of the various methods of drawing the human figure, with emphasis on the description of form and individual style.

ART 229 Printmaking II
(Previously ART 226 Printmaking II)
3 Credit Hours • 75 Contact Hours (15 Lecture, 60 Lab)
Prerequisite: ART 129
Introduces more advanced techniques and skills of printmaking as a fine art media. Instruction includes an understanding of visual concepts as they relate to prints. May include introduction to relief, intaglio, lithography, and screen printing techniques.

ART 230 Color Theory
(Previously ART 233 Color Theory)
3 Credit Hours • 75 Contact Hours (15 Lecture, 60 Lab)
Explores the properties and concepts of color for application in fine art, commercial art and/or applied arts using various traditional fine art techniques and materials.

ART 232 Advanced Visual Concepts 3-D Design
3 Credit Hours • 75 Contact Hours (Studio)
Prerequisite: ART 132
Provides continued study of the principles and elements of three-dimensional design with an emphasis on visual communication for further application in fine art, commercial art, and/or applied arts.

ART 233 Jewelry & Metalwork II
(Previously ART 142 Jewelry & Metal Work II)
3 Credit Hours • 75 Contact Hours (15 Lecture, 60 Lab)
Prerequisite: ART 133
Emphasizes conceptual design development using casting and specialized techniques.

ART 234 Jewelry & Metalwork III
(Previously ART 241 Jewelry & Metal Work III)
3 Credit Hours • 75 Contact Hours (15 Lecture, 60 Lab)
Prerequisite: ART 233
Focuses upon advanced work and emphasizes experimentation with materials and techniques, individual designs, and superior craftsmanship.

ART 235 Jewelry & Metalwork IV
(Previously ART 235 Jewelry & Metal Work IV)
3 Credit Hours • 75 Contact Hours (15 Lecture, 60 Lab)
Prerequisite: ART 234
Provides continued study of the properties of metal and stone in creating decorative work. Students employ advanced design and techniques to explore original, personal expression. A variety of materials and approaches are used in discovering new and independently creative finished pieces.

ART 237 Enameling on Metal II
(Previously ART 245 Enameling on Metal II)
3 Credit Hours • 75 Contact Hours (15 Lecture, 60 Lab)
Prerequisite: ART 137
Provides continued study of Enameling on Metal I with emphasis on individual designs, advanced techniques, and the effect of technology on the craft.

ART 238 Film Photography II
(Previously ART 139 Photography II)
3 Credit Hours • 60 Contact Hours (30 Lecture, 30 Lab)
Prerequisite: ART 138 or PHO 121
This course is a further exploration in camera and lab operations with an emphasis on individual creativity. It includes the development of a comprehensive portfolio.

ART 239 Digital Photography II
(Previously ART 243 Digital Photography II)
3 Credit Hours • 60 Contact Hours (30 Lecture, 30 Lab)
Prerequisite: ART 139
Expands upon the beginning digital photography class. Focuses on digital photography in terms of design and communication factors including color, visual design, lighting, graphics, and aesthetics.

ART 242 Alternative Photo Processes
(Previously ART 144 Nonsilver Processes)
3 Credit Hours • 60 Contact Hours (30 Lecture, 30 Lab)
Prerequisite: ART 238
Explores several non-silver photographic processes including the Platinotype, Cyanotype, and Van Dyke Brown printing techniques. Production of enlarged negatives from 35mm negatives and transparencies as required for contact printing for these processes.

ART 245 Digital Photo Studio
(Previously ART 244 Digital Photo Studio)
3 Credit Hours • 45 Contact Hours (Lecture)
Prerequisite: ART 138
Introduces digital photography as a fine art medium, and develops skills necessary for basic operation of a digital camera and production of digital technology.

ART 249 Mixed Media II: Digital Art
(Previously ART 153 Mixed Media II: Digital Fine Art Techniques)
3 Credit Hours • 75 Contact Hours (15 Lecture, 60 Lab)
Prerequisite: ART 149
Continues the design and creation of fine-art composites with the emphasis on digital tools and techniques. More advanced drawing and painting techniques are also emphasized, using digital creation techniques. Learners will develop and design artistic projects to demonstrate studio elements and principles. Portfolio development, strong content, and a blending of a variety of computer applications for art will be emphasized.

ART 250 Digital Art Foundations II
(Previously ART 151 Digital Art Foundations II)
3 Credit Hours • 75 Contact Hours (15 Lecture, 60 Lab)
Prerequisite: ART 150
Reviews and further explores the process of generating design utilizing a variety of digital tools. In this course, students will develop their proficiency with the digital tools and learn more advanced techniques in drawing and painting. Students will develop and evaluate their design-oriented projects using the elements and principles. Portfolio development, strong content, and a blending of a variety of computer art applications will be emphasized.

ART 251 Painting II
(Previously ART 212 Painting II)
3 Credit Hours • 75 Contact Hours (15 Lecture, 60 Lab)
Prerequisite: ART 151
This course further explores techniques, materials, and concepts used in opaque painting processes in oil or acrylic painting, with emphasis on composition and content development.

ART 252 Painting III
(Previously ART 213 Painting III)
3 Credit Hours • 75 Contact Hours (15 Lecture, 60 Lab)
Prerequisite: ART 251
Provides continued exploration of techniques, materials, and concepts used in opaque painting processes in oil or acrylic painting, with emphasis on composition and content development.

ART 253 Painting IV
(Previously ART 214 Painting IV)
3 Credit Hours • 75 Contact Hours (15 Lecture, 60 Lab)
Prerequisite: ART 252
Explores advanced techniques, materials, and concepts used in opaque painting processes, with emphasis on the development of themes and a cohesive body of work.

ART 254 Advanced Figure Painting
(Previously ART 257 Advanced Figure Painting)
3 Credit Hours • 75 Contact Hours (15 Lecture, 60 Lab)
Prerequisite: ART 154
Offers continued study of painting the human figure with advanced problem solving in composition and experimentation with materials and techniques.

ART 261 Ceramics II
(Previously ART 162 Ceramics II)
3 Credit Hours • 75 Contact Hours (15 Lecture, 60 Lab)
Prerequisite: ART 161
A continuation of ART 161, this course emphasizes skill, technique, and form.

ART 262 Ceramics III
(Previously ART 261 Ceramics III)
3 Credit Hours • 75 Contact Hours (15 Lecture, 60 Lab)
Prerequisite: ART 261
Encourages students to develop an individual style of wheel thrown and hand built ceramic forms with continuing involvement in surface treatment.

ART 263 Ceramics IV
(Previously ART 262 Ceramics IV)
3 Credit Hours • 75 Contact Hours (15 Lecture, 60 Lab)
Prerequisite: ART 262
Continues advanced work with emphasis on various clay bodies, unique glazes and engobes, combining different textures and shapes, and development of personal forms.

ART 264 Ceramic Sculpture
(Previously ART 269 Ceramic Sculpture)
3 Credit Hours • 75 Contact Hours (15 Lecture, 60 Lab)
Explores a variety of processes to create three-dimensional images in clay. Focuses on hand-built sculptures without using a potter's wheel and relying on very basic tools. Encourages creative experimentation and engaging in the process.

ART 265 Sculpture II
(Previously ART 155 Sculpture II)
3 Credit Hours • 75 Contact Hours (15 Lecture, 60 Lab)
Prerequisite: ART 165
Develops an understanding and focus on manipulation of three dimensional form, with greater concentration on individual creativity and style.

ART 268 Advanced Ceramics Techniques
1 Credit Hour • 30 Contact Hours (Studio)
Prerequisite: ART 263
The course is being offered to provide advanced students with studio space for the preparation of work to be used in application to other schools. This course is also being offered to students who do not have a studio of their own and who wish to continue with their interest in ceramics.

ART 280 Internship
1-6 Credit Hours • 45 Contact Hours per credit hour (Internship)
Note: Must have faculty consent to enroll
Provides the opportunity for students to gain supervised occupational experience in any of the disciplines involving the visual arts, including, but not limited to, gallery or museum administration and graphic design. Instruction is coordinated by the on-site supervisor and instructor and is totally based on the student's occupational experience plan.

Astronomy Courses

AST 101 Astronomy I with Lab: SC1
4 Credit Hours • 75 Contact Hours (45 Lecture, 30 Lab)
Prerequisite: MAT 090
Focuses on the history of astronomy, the tools of the astronomer, and the contents of the solar system including the planets, moons, asteroids, comets, and meteoroids. Incorporates laboratory experience.

AST 102 Astronomy II with Lab: SC1
4 Credit Hours • 75 Contact Hours (45 Lecture, 30 Lab)
Prerequisite: MAT 090
Emphasizes the structure and life cycle of the stars, the sun, galaxies, and the universe as a whole, including cosmology and relativity. Incorporates laboratory experience.

Auto Motorsports Technology Courses

AUT 105 Introduction to Motorsports Technology
2 Credit Hours • 37.5 Contact Hours (15 Lecture, 22.5 Lecture/Lab Combination)
Note: Must have faculty consent to enroll
Provides an introduction to the motorsports industry and support industries. Introduces shop safety and vehicle safety.

AUT 108 Racing Vehicle Systems
2 Credit Hours • 37.5 Contact Hours (15 Lecture, 22.5 Lecture/Lab Combination)
Prerequisite: AUT 105
Introduces racing vehicle systems, placing emphasis on chassis design, suspension and steering, engine systems, ignition systems, cooling systems, lubrication systems, clutch systems, transmissions, drive axles, and brake systems.

AUT 109 High Performance Suspension & Chassis Design
2 Credit Hours • 37.5 Contact Hours (15 Lecture, 22.5 Lecture/Lab Combination)
Note: Must have faculty consent to enroll
Introduces the fundamentals of chassis types and components. Includes steering and suspension component theory, tire and wheel theory, chassis design, and geometry theory as applied to oval track, drag race, and road race vehicles.

AUT 110 High Performance Suspension & Chassis Setup
4 Credit Hours • 82.5 Contact Hours (15 Lecture, 67.5 Lecture/Lab Combination)
Note: Must have faculty consent to enroll
Introduces chassis set-up based on vehicle purpose. Incorporates chassis measurement, including ride heights, caster, camber, steering toe, ackerman, control arm angles, roll centers, and weight distribution. All measurements are taken and adjustments completed to allow the vehicle to perform as desired.

AUT 116 High Performance Brake Systems
2 Credit Hours • 37.5 Contact Hours (15 Lecture, 22.5 Lecture/Lab Combination)
Note: Must have faculty consent to enroll
Introduces high performance brake systems as applied to racing vehicles.

AUT 118 High Performance Power Trains
2 Credit Hours • 37.5 Contact Hours (15 Lecture, 22.5 Lecture/Lab Combination)
Note: Must have faculty consent to enroll
Introduces high performance transmissions, drive lines, and differentials. Includes design, repair, and service techniques as applied to racing vehicles.

AUT 119 High Performance Electrical & Fuel Systems
2 Credit Hours • 37.5 Contact Hours (15 Lecture, 22.5 Lecture/Lab Combination)
Note: Must have faculty consent to enroll
Introduces electrical and fuel systems as applied to racing vehicles. Includes carburetion, fuel injection, fuel pumps, fuel cells, ignition systems, switches, and wiring.

AUT 125 Engines I
4 Credit Hours • 82.5 Contact Hours (15 Lecture, 67.5 Lecture/Lab Combination)
Note: Must have faculty consent to enroll
Provides for individual study, enabling self-paced instruction and features an open entry, open exit system. Emphasizes video and computer technology. Includes operation and construction of the internal combustion engine, both domestic and foreign. Covers inspection, measuring, parts identification, and vehicle I.D. The student presents video and computer knowledge by use of mock-up engines with instructor supervision.

AUT 126 Engines II
4 Credit Hours • 82.5 Contact Hours (15 Lecture, 67.5 Lecture/Lab Combination)
Prerequisite: AUT 125
Develops procedures of diagnosis and testing from a knowledge of engine operation. Performs a complete engine rebuild process including the use of special equipment studied in AUT 125 and through the use of video and computer-assisted instruction.

AUT 127 High Performance Lubrication & Cooling Systems
2 Credit Hours • 37.5 Contact Hours (15 Lecture, 22.5 Lecture/Lab Combination)
Note: Must have faculty consent to enroll
Introduces basics of wet and dry sump lubrication systems, oil delivery and filtration systems, oil chemical design and function. Focuses on the theory of cooling system design, components and coolants used in high performance applications.

AUT 128 High Performance Engine Design, Blueprinting, & Testing
4 Credit Hours • 82.5 Contact Hours (15 Lecture, 67.5 Lecture/Lab Combination)
Note: Must have faculty consent to enroll
Introduces high performance engine theory, design, components and their function. Emphasizes disassembly and assembly techniques and an introduction to dynamometer testing.

AUT 136 Introduction to Racecar Body Fabrication
2 Credit Hours • 37.5 Contact Hours (15 Lecture, 22.5 Lecture/Lab Combination)
Note: Must have faculty consent to enroll
Introduces a variety of techniques used in the forming of racecar body panels made up of various types of materials. Emphasizes sheet steel, aluminum, and composite plastics. Students practice the fabrication and finishing of body panels. Tools and equipment typically used in the industry are also covered.

AUT 137 Introduction to Racecar Chassis Fabrication
2 Credit Hours • 37.5 Contact Hours (15 Lecture, 22.5 Lecture/Lab Combination)
Introduces the student to various designs and methods for fabrication of racecar chassis and roll cage components. Covers body mounting techniques and suspension pick up points.

AUT 205 Advanced Automotive Engines
4 Credit Hours • 82.5 Contact Hours (15 Lecture, 67.5 Lecture/Lab Combination)
Prerequisite: AUT 126
This course is a continuation of Automotive Engines II with an emphasis on advanced diagnosis and engine rebuild techniques.

AUT 206 High Performance Engines
4 Credit Hours • 82.5 Contact Hours (15 Lecture, 67.5 Lecture/Lab Combination)
Note: Must have faculty consent to enroll
Focuses on the theory of design and development of high performance engines. Covers the use of specialty equipment for the development of high performance engines.

Automotive Collision Technology Courses

ACT 101 Introduction to Automotive Collision Technology
4 Credit Hours • 90 Contact Hours (Lecture/Lab Combination)
Designed as an orientation to the automotive collision repair industry. Students receive an overview of job possibilities as well as learn various types of automobile construction. Names, uses, and maintenance procedures for a variety of tools and equipment are covered. Focuses on general collision repair and refinishing shop safety procedures with an emphasis on personal and environmental safety issues. Students also learn the proper handling and disposal of hazardous materials.

ACT 111 Metal Welding & Cutting I
3 Credit Hours • 67.5 Contact Hours (Lecture/Lab Combination)
Prerequisite: ACT 101
Covers sheet metal oxygen-acetylene welding and MIG welding techniques including safety, materials, equipment, and setups. Personal and vehicle protective measures prior to welding procedures are presented.

ACT 121 Non-Structural Repair Preparation
3 Credit Hours • 67.5 Contact Hours (Lecture/Lab Combination)
Prerequisite: ACT 101
Covers the basic characteristics of preparation for automotive repair. Students familiarize themselves with damage analysis, extent of damage, and the sequence of repair. Focuses on removal of vehicle components and protection of panels along with storage and labeling of parts. Safety procedures and equipment use are included.

ACT 122 Panel Repair & Replacements
3 Credit Hours • 67.5 Contact Hours (Lecture/Lab Combination)
Prerequisite: ACT 111, ACT 123
Covers straightening techniques including tension pulls/stress relief, metal finishing, metal shrinking, and use of fillers. Emphasizes the identification, handling, and replacement of parts such as adjustment and alignment of bolt-on parts, fixed parts, and accessories. Training covers the use of adhesives, sound deadeners, and welding methods performed during repairs.

ACT 123 Metal Finishing & Body Filling
3 Credit Hours • 67.5 Contact Hours (Lecture/Lab Combination)
Prerequisite: ACT 101
Covers metal finishing, metal shrinking, and the use of cosmetic fillers. Emphasis is placed on the use of proper tools required to perform these tasks, including use, selection, and safety procedures for tools and equipment selected.

ACT 131 Structural Damage Diagnosis
3 Credit Hours • 67.5 Contact Hours (Lecture/Lab Combination)
Prerequisite: ACT 122
Focuses on methods of frame measurement using dimension charts and service manuals. Includes the use of self-centering gauges and mechanical and electronic measuring. Appropriate terms and definitions of vehicle structures and vehicle diagnosis are covered, including identification and analysis of damage. Includes the techniques for basic hook ups and safety procedures used in making corrective pulls.

ACT 132 Structural Damage Repair
3 Credit Hours • 67.5 Contact Hours (Lecture/Lab Combination)
Prerequisite: ACT 122
Continues the study and application of frame measurement and repair. The student applies methods found in dimension charts and service manuals for vehicle diagnosis and straightening. Training includes the replacement of a structural panel with the identification of damaged suspension components replaced according to manufacturer's recommendations.

ACT 142 Surface Preparation I
2 Credit Hours • 45 Contact Hours (Lecture/Lab Combination)
Prerequisite: ACT 101
Covers surface preparation for refinishing including cleaning, sanding, feather edging, chemical treatment of bare materials, and priming. The application of primers, including rationale and use is covered. In addition, the student learns skills for proper removal and storage of exterior trim and protection of adjacent panels.

ACT 143 Spray Equipment Operation
2 Credit Hours • 45 Contact Hours (Lecture/Lab Combination)
Prerequisite: ACT 101
Covers the inspection, cleaning, and determination of the condition of spray guns and related equipment. Students learn skills for adjusting spray guns by setting-up and testing spray gun operations.

ACT 144 Refinishing I
2 Credit Hours • 45 Contact Hours (Lecture/Lab Combination)
Prerequisite: ACT 142, ACT 143
Provides the knowledge needed for application and use of automotive paint systems. Course includes locating color codes, mixing formulas, matching, and selections of materials. Proper paint gun use and adjustments are taught for the product being applied. In addition, the student practices correct masking and detailing techniques.

ACT 151 Plastics & Adhesives I
1 Credit Hour • 22.5 Contact Hours (Lecture/Lab Combination)
Prerequisite: ACT 121, ACT 243
Designed to teach the state-of-the-art repair for both rigid and flexible plastic components and choosing adhesives using the latest manufacturer's repair techniques.

ACT 164 Hobbyist's Paint & Body
4 Credit Hours • 90 Contact Hours (Lecture/Lab Combination)
Grading: S/U only
Provides an opportunity for current and former students enrolled in the Auto Collision Technology program to practice skills previously learned, using their own vehicles as projects. Any automotive hobbyist who is not a former student may also sign up for the course; however, previous knowledge of basic body working and painting procedures is strongly recommended.

ACT 180 Automotive Collision Repair Internship Level I
4 Credit Hours • 90 Contact Hours (Lecture/Lab Combination)
Prerequisite: Completion of coursework in a specialized area
Designed to meet the needs of the student in a selected specialized area in a work-based environment. Individualized instruction at the job site is coordinated based on student's interest and instructor approval.

ACT 181 Automotive Collision Repair Level II Internship
4 Credit Hours • 90 Contact Hours (Lecture/Lab Combination)
Prerequisite: Completion of all courses in ACT specialization area
Course is a continuation of Level I Internship. Student uses the knowledge and skills acquired throughout the ACT program in a job site placement.

ACT 205 Estimating & Shop Management
3 Credit Hours • 67.5 Contact Hours (Lecture/Lab Combination)
Initiates written estimates on damaged vehicles. Students learn shop management including work orders, ordering supplies, operating costs, time cards, shop liabilities, employee's safety and insurance management issues.

ACT 211 Metal Welding & Cutting II
2 Credit Hours • 45 Contact Hours (Lecture/Lab Combination)
Prerequisite: ACT 101
Covers MIG welding procedures of seam weld, stitch welds, and destructive testing. Resistance spot welding, which includes two-sided spot weld, plasma cutting, safety, materials, and equipment and operating procedures, with emphasis on shop safety is also presented.

ACT 221 Moveable Glass & Hardware
2 Credit Hours • 45 Contact Hours (Lecture/Lab Combination)
Prerequisite: ACT 101
Covers door glass, vent windows, and glass mechanisms (both electric and mechanical) with emphasis on removal and replacement. In addition, interior trim panels, seats, and headliners are removed and replaced. Student learns proper care and treatment of vehicle seat protectors plus the proper use of tools required to perform these tasks.

ACT 231 Advanced Structural Damage Diagnosis & Repair
3 Credit Hours • 67.5 Contact Hours (Lecture/Lab Combination)
Prerequisite: ACT 131, ACT 132
Covers major automotive body repair in vehicles with major damage on conventional structures and unibody structures. Student learns the operation of equipment and techniques used to straighten and align damaged frames. Identification and analysis of frames, hot and cold stress relieving, servicing, and sectioning of structural frames are also included. Liability issues and the importance of making these corrections according to the manufacturer's recommendations and industry standards are emphasized.

ACT 232 Fixed Glass Repair
2 Credit Hours • 45 Contact Hours (Lecture/Lab Combination)
Prerequisite: ACT 101
Covers the removal and replacement of fixed glass using manufacturer's specifications, proper tools, and recommended materials. Application of skills are demonstrated and utilized for the removal and replacement of modular glass using manufacturer's specifications and procedures.

ACT 241 Paint Defects
3 Credit Hours • 67.5 Contact Hours (Lecture/Lab Combination)
Prerequisite: ACT 144
Covers paint defects. Emphasizes the causes of paint defects with methods to cure problems during and after refinishing procedures. Students learn to identify the proper surface preparations to apply prior to refinishing. Training includes using paint equipment and determining paint film thickness with proper temperatures for refinishing.

ACT 242 Surface Preparation II
2 Credit Hours • 45 Contact Hours (Lecture/Lab Combination)
Prerequisite: ACT 142, ACT 143
Emphasizes surface preparation for refinishing including cleaning, sanding, feather edging, chemical treatment of bare metals, and priming. The application of primers, including why and where to use them is covered.

ACT 243 Refinishing II
2 Credit Hours • 45 Contact Hours (Lecture/Lab Combination)
Prerequisite: ACT 142, ACT 143
In this advanced course students learn the necessary skills used to tint and blend panels working with the latest finishes and paints. Special coatings and procedures are covered in this course.

ACT 244 Final Detail
2 Credit Hours • 45 Contact Hours (Lecture/Lab Combination)
Prerequisite: ACT 101
Focuses on the detailing procedures in paint refinishing of vehicles. Methods and techniques are specialized to enhance painting skills. Transfers and tapes methods with decals, etc. are demonstrated.

ACT 251 Plastics & Adhesives II
1 Credit Hour • 22.5 Contact Hours (Lecture/Lab Combination)
Prerequisite: ACT 121, ACT 243
Emphasizes advanced plastic and adhesives. The current state-of-the-art repair for both rigid and flexible plastic components using the latest manufacturer's repair techniques is presented. Sheet Molded Compound procedures and the use of proper adhesives are covered.

Automotive Service Technology Courses

ASE 102 Introduction to the Automotive Shop
2 Credit Hours • 37.5 Contact Hours (15 Lecture, 22.5 Lecture/Lab Combination)
Prepares the incoming automotive student to work in the shop safely and gain familiarity with the shop and common equipment.

ASE 110 Brakes I
3 Credit Hours • 60 Contact Hours (15 Lecture, 45 Lecture/Lab Combination)
Prerequisite: ASE 102
Covers basic operation of automotive braking systems. Includes operation, diagnosis, and basic repair of disc brakes, drum brakes, and basic hydraulic systems.

ASE 120 Basic Automotive Electricity
2 Credit Hours • 37.5 Contact Hours (15 Lecture, 22.5 Lecture/Lab Combination)
Prerequisite: ASE 102
Introduces automotive electricity and includes basic electrical theory, circuit designs, and wiring methods. Focuses on multi-meter usage and wiring diagrams.

ASE 123 Battery, Starting, & Charging
2 Credit Hours • 37.5 Contact Hours (15 Lecture, 22.5 Lecture/Lab Combination)
Prerequisite: ASE 120
Covers the operation, testing, and servicing of vehicle battery, starting, and charging systems. Includes voltage and amperage testing of starter and generator, load testing and maintenance of a battery, and starter and generator overhaul.

ASE 130 General Engine Diagnosis
2 Credit Hours • 37.5 Contact Hours (15 Lecture, 22.5 Lecture/Lab Combination)
Prerequisite: ASE 123
Focuses on lecture and related laboratory experiences in the diagnosis and necessary corrective actions of automotive engine performance factors.

ASE 132 Ignition System Diagnosis & Repair
2 Credit Hours • 37.5 Contact Hours (15 Lecture, 22.5 Lecture/Lab Combination)
Prerequisite: ASE 130
Focuses on lecture and related laboratory experiences in the diagnosis, service, adjustments, and repair of various automotive ignition systems.

ASE 134 Automotive Emissions
2 Credit Hours • 37.5 Contact Hours (15 Lecture, 22.5 Lecture/Lab Combination)
Prerequisite: ASE 132
Focuses on lecture and laboratory experiences in the diagnosis and repair of automotive emission control systems.

ASE 140 Suspension & Steering I
3 Credit Hours • 60 Contact Hours (15 Lecture, 45 Lecture/Lab Combination)
Prerequisite: ASE 102
Focuses on lecture and related experiences in the diagnosis and service of suspensions and steering systems and their components.

ASE 150 Automotive U-joint & Axle Shaft Service
2 Credit Hours • 37.5 Contact Hours (15 Lecture, 22.5 Lecture/Lab Combination)
Prerequisite: ASE 102
Studies the operating principles and repair procedures relating to axle-shaft and universal joints.

ASE 151 Automotive Manual Transmission/Transaxles & Clutches
2 Credit Hours • 37.5 Contact Hours (15 Lecture, 22.5 Lecture/Lab Combination)
Prerequisite: ASE 150
Focuses on lecture and related laboratory experiences in the diagnosis and repair of automotive manual transmissions, transaxles and clutches, and related components.

ASE 152 Differentials & 4WD/AWD Service
2 Credit Hours • 37.5 Contact Hours (15 Lecture, 22.5 Lecture/Lab Combination)
Prerequisite: ASE 151
Focuses on lecture and related laboratory experiences in the diagnosis and repair of automotive differentials, four wheel, and all wheel drive units.

ASE 160 Automotive Engine Removal & Installation
1 Credit Hour • 22.5 Contact Hours (Lecture/Lab Combination)
Prerequisite: ASE 102
Focuses on lecture and laboratory experiences in the removal and installation procedures of the automotive engine from and into front wheel and rear wheel drive vehicles.

ASE 161 Engine, Disassembly Diagnosis & Assembly
5 Credit Hours • 105 Contact Hours (15 Lecture, 90 Lecture/Lab Combination)
Prerequisite: ASE 160
Focuses on lecture and laboratory experiences in the disassembly, diagnosis, and reassembly of the automotive engine. Topics include the diagnostic and repair procedures for the engine block and head assemblies.

ASE 163 Automotive Component Removal & Replacement
3 Credit Hours • 60 Contact Hours (15 Lecture, 45 Lecture/Lab Combination)
Practical methods of removal and installation of engines, transmissions, transfer cases, clutch assemblies, bolt, and thread repair.

ASE 201 Automotive Parts Management
1 Credit Hours • 22.5 Contact Hours (Lecture/Lab Combination)
Prerequisite: ASE 102, ASE 120, ASE 123 and consultation with advisor
Covers instruction as to the proper methods in completing parts invoices, repair orders, sales receipts and tickets. Also included are handling and pricing procedures utilized in parts areas: warehouse distributor, jobber, retail and wholesale prices.

ASE 210 Brakes II
3 Credit Hours • 60 Contact Hours (15 Lecture, 45 Lecture/Lab Combination)
Prerequisite: ASE 110
Covers the operation and theory of the modern automotive braking systems. Includes operation, diagnosis, service, and repair of the anti-lock braking systems, power assist units, and machine operations of today's automobile.

ASE 220 Specialized Electronics Training
2 Credit Hours • 37.5 Contact Hours (15 Lecture, 22.5 Lecture/Lab Combination)
Prerequisite: ASE 120
Provides a systematic approach to automotive electrical systems. Builds from the basic electrical principles and concepts through semiconductors and microprocessors. Features on-bench exercises. Students practice diagnostic procedures that have applications to present and future automotive electronics and electrical systems.

ASE 221 Auto/Diesel Body Electrical
4 Credit Hours • 82.5 Contact Hours (15 Lecture, 67.5 Lecture/Lab Combination)
Prerequisite: ASE 120
Provides a comprehensive study of the theory, operation, diagnosis, and repair of vehicle accessories.

ASE 231 Auto/Diesel Computers
2 Credit Hours • 37.5 Contact Hours (15 Lecture, 22.5 Lecture/Lab Combination)
Prerequisite: ASE 120, ASE 134, ASE 220
Focuses on lecture and laboratory experiences in the inspection and testing of typical computerized engine control systems.

ASE 233 Fuel Injection & Exhaust Systems
4 Credit Hours • 82.5 Contact Hours (15 Lecture, 67.5 Lecture/Lab Combination)
Prerequisite: ASE 120, ASE 134, ASE 231
Focuses on lecture and related laboratory experiences in the diagnosis and repair of electronic fuel injection systems and modern exhaust systems.

ASE 235 Drivability Diagnosis
1 Credit Hour • 22.5 Contact Hours (Lecture/Lab Combination)
Prerequisite: ASE 233
Emphasizes lecture and related laboratory experience in diagnostic techniques and the use of diagnostic scan tools, oscilloscopes, lab scopes, multi-meters, and gas analyzers. Students diagnose live vehicle drivability problems.

ASE 240 Suspension & Steering II
3 Credit Hours • 60 Contact Hours (15 Lecture, 45 Lecture/Lab Combination)
Prerequisite: ASE 140
Emphasizes lecture and related experiences in the diagnosis and service of electronic suspensions and steering systems and their components.

ASE 250 Automatic Transmission/Transaxle Service
1 Credit Hour • 22.5 Contact Hours (Lecture/Lab Combination)
Prerequisite: ASE 102
Focuses on practical methods of maintaining, servicing, and performing minor adjustments on an automatic transmission and transaxle.

ASE 251 Automatic Transmission/Transaxle Diagnosis & Assemblies
5 Credit Hours • 105 Contact Hours (15 Lecture, 90 Lecture/Lab Combination)
Prerequisite: ASE 250
Covers diagnosis, principles of hydraulics, principles of electronic components, power flow, theory of operation, removal of transmission/transaxle, tear down, replacement of components, measurement and subsequent adjustment of components and replacement of transmission/transaxle.

ASE 265 Heating & Air Conditioning
5 Credit Hours • 105 Contact Hours (15 Lecture, 90 Lecture/Lab Combination)
Prerequisite: ASE 102
Emphasizes lecture and related laboratory experiences in the diagnosis and service of automotive heating and air conditioning systems and their components.

ASE 282 Internship: General (Summer)
1 Credit Hour • 45 Contact Hours (Internship)
Emphasizes practical on-the-job, work-related experience that corresponds to the area of study. In this semester, the student takes all related sponsor requirements in (STS) Service Training Standards (General Motors) or (F.A.S.T.) Fundamental Automotive Systems Training (Chrysler) or others as required by the program track.

Aviation Technology Course

AVT 101 Private Pilot Ground School
4 Credit Hours • 60 Contact Hours (Lecture)
Prepares student for the Private Pilot Airplane, Single Engine, Land. FAA Knowledge Exam.

Biology Courses

BIO 105 Science of Biology: SC1
4 Credit Hours • 75 Contact Hours (45 Lecture, 30 Lab)
Prerequisite: MAT 090 or concurrent enrollment
Note: College level reading skills are required for success in this course
Examines the basis of biology in the modern world and surveys the current knowledge and conceptual and framework of the discipline. Explores biology as a science - a process of gaining new knowledge - as in the impact of biological science on society. Includes laboratory experiences. Designed for non-science majors.

BIO 106 Basic Anatomy & Physiology
4 Credit Hours • 75 Contact Hours (45 Lecture, 30 Lab)
Prerequisite: ENG 090 (Grade of C or higher)
Focuses on basic knowledge of body structures and function, and provides a foundation for understanding deviations from normal and disease conditions. This course is designed for individuals interested in health care and is directly applicable to the Practical Nursing Program and the Medical Office Technology program.

BIO 111 General College Biology I with Lab: SC1
5 Credit Hours • 90 Contact Hours (60 Lecture, 30 Lab)
Prerequisite: ENG 121 (Grade of C or higher) or permission of instructor, MAT 090 (Grade of C or higher) or permission of instructor
Examines the fundamental molecular, cellular, and genetic principles characterizing plants and animals. Includes cell structure and function, the metabolic processes of respiration, and photosynthesis, as well as cell reproduction and basic concepts of heredity. The course includes laboratory experience.

BIO 112 General College Biology II with Lab: SC1
5 Credit Hours • 90 Contact Hours (60 Lecture, 30 Lab)
Prerequisite: BIO 111 (Grade of C or higher)
A continuation of Biology I. Includes ecology, evolution, classification, structure, and function in plants and animals. This course includes laboratory experience.

BIO 148 Basic Ecology
4 Credit Hours • 75 Contact Hours (45 Lecture, 30 Lab)
Studies the interrelationships between organisms and their environment. Includes population dynamics and the diversity of ecosystems. Laboratory includes field experience.

BIO 149 Plant Taxonomy
4 Credit Hours • 75 Contact Hours (45 Lecture, 30 Lab)
Focuses on beginning biological and botanical terminologies, techniques, and experiments and provides a strong background in plant relationships and identification of plants. Includes laboratory and field experience.

BIO 150 Animal Biology
4 Credit Hours • 75 Contact Hours (45 Lecture, 30 Lab)
Focuses on the phylogenetic study of animals. Includes an introduction to the invertebrates and a concentrated study of the diverse vertebrate forms. Laboratory experiences parallel lecture topics.

BIO 154 Biology of Plants
4 Credit Hours • 75 Contact Hours (45 Lecture, 30 Lab)
Focuses on the diversity of plants, the structure and function of plants, the ecology of plants, and human use of plants. Emphasizes seed-producing vascular plants, especially flowering plants. Laboratory and field experience is included.

BIO 201 Human Anatomy & Physiology I: SC1
4 Credit Hours • 75 Contact Hours (45 Lecture, 30 Lab)
Prerequisite: BIO 111 (Grade of C or higher), permission of instructor, or State Certified EMT basic and approval of EMS Program Director
Focuses on an integrated study of the human body, including the histology, anatomy, and physiology of each system. Examines molecular, cellular, and tissue levels of organization plus integuments, skeletal, articulations, muscular, nervous, and endocrine systems. Includes a mandatory hands-on laboratory experience covering experimentation, microscopy, observations, and dissection. This is the first semester of a two-semester sequence.

BIO 202 Human Anatomy & Physiology II: SC1
4 Credit Hours • 75 Contact Hours (45 Lecture, 30 Lab)
Prerequisite: BIO 201 (Grade of C or higher)
Focuses on the integrated study of the human body and the histology, anatomy, and physiology of the following systems and topics: cardiovascular, hematology, lymphatic and immune, urinary, fluid and electrolyte control, digestive, nutrition, respiratory, reproductive, and development. Includes a mandatory hands-on laboratory experience involving experimentation, microscopy, observations, and dissection. This is the second semester of a two-semester sequence.

BIO 203 Advanced Human Anatomy
2 Credit Hours • 30 Contact Hours (Lecture)
Examines the gross anatomical structure of the human body and the relationship between form and function. Students will prosect a human cadaver. Systems covered will include integument, digestive, respiratory, skeletal, muscular, reproductive, endocrine, lymphatic, urinary, nervous and cardiovascular. This is a course designed for allied health, education, biology and other students who wish to obtain advanced knowledge of human anatomy. Requires hands-on laboratory experience.

BIO 204 Microbiology: SC1
4 Credit Hours • 90 Contact Hours (45 Lecture, 45 Lab)
Prerequisite: BIO 111 (Grade of C or higher), permission of instructor or BIO accuplacer score of 70 or higher
Designed for health science majors. Examines microorganisms with an emphasis on their structure, development, physiology, classification, and identification. The laboratory experience includes culturing, identifying, and controlling microorganisms with an emphasis on their role in infectious disease.

BIO 211 Cell Biology
4 Credit Hour • 75 Contact Hours (45 Lecture, 30 Lab)
Prerequisite: BIO 111
This course is an intensive study of the cell and its organelles. Emphasis will be on the molecular mechanisms involved in cell communication, metabolism, motility, genetics, growth, and reproduction. This course requires hands-on laboratory experience.

BIO 212 Molecular Biology
4 Credit Hour • 75 Contact Hours (45 Lecture, 30 Lab)
Prerequisite: BIO 111
This course is an intensive survey of molecular biology techniques and principles. Topics will include chemical and enzymatic reactions, cellular processes, DNA, RNA, and protein manipulations, and genetic studies. This course requires hands-on laboratory experience.

BIO 216 Human Pathophysiology
4 Credit Hours • 60 Contact Hours (Lecture)
Prerequisite: BIO 202
Focuses on the alterations in physiological, cellular, and biochemical processes, the associated homeostatic responses, and the manifestations of disease. Prior knowledge of cellular biology, anatomy, and physiology is essential for the study of pathophysiology.

BIO 220 General Zoology: SC1
5 Credit Hours • 90 Contact Hours (60 Lecture, 30 Lab)
Prerequisite: BIO 111
Focuses on the study of invertebrate and vertebrate animals and examines structure, evolutionary development, ecology, classification, physiology, reproduction, and zoogeography. A survey of zoological diversity emphasizing the characteristics, zoological contributions, and classification of animal phyla and major classes, this course requires hands-on laboratory and field experience. This course is designed for biology majors.

BIO 221 Botany: SC1
5 Credit Hours • 90 Contact Hours (60 Lecture, 30 Lab)
Prerequisite: BIO 111
This course is designed for biology majors. It is a study of nonvascular and vascular plants. It emphasizes photosynthetic pathways, form and function, reproduction, physiology, genetics, diversity, evolution, and ecology. This course requires mandatory hands-on laboratory and field experience.

BIO 224 Genetics
4 Credit Hour • 75 Contact Hours (45 Lecture, 30 Lab)
Prerequisite: BIO 111
Studies the fundamental laws of heredity and their application to living organisms. Covers the basics of genetics. Focuses on the laws of Mendel, linkage, mutation concept, molecular genetics, and the Hardy-Weinberg law. Includes a laboratory experience.

Business Courses

BUS 105 Business Orientation
0.5 Credit Hours • 7.5 Contact Hours (Lecture)
Places emphasis on getting acquainted with the college and each other, advising and career exploration, study skills strategies, presentation skills and team building exercises. This is an introductory course required for all freshmen business majors.

BUS 115 Introduction to Business
3 Credit Hours • 45 Contact Hours (Lecture)
Prerequisite: ENG 090
Focuses on the operation of the American business system. Covers fundamentals of the economy, careers and opportunities, marketing, management, production, governmental regulations, tools of business, and social responsibilities.

BUS 181 Internship
3 Credit Hours • 135 Contact Hours (Internship)
Prerequisite: Program Advisor's approval
Provides students with hands-on training in their career field. Occurs in a business setting arranged through a Student Work Experience (SWE)/Internship Coordinator, or by utilizing a current employment organization. Student is expected to work a

minimum of 7.5 hours per week. Students attend three seminars during the semester of enrollment. Class utilizes cooperative work experience or project methods depending on the individual situation.

BUS 182 Internship
3 Credit Hours • 135 Contact Hours (Internship)
Prerequisite: BUS 181
Provides continued instruction and work experience.

BUS 203 Introduction to International Business
3 Credit Hours • 45 Contact Hours (Lecture)
Prerequisite: BUS 115 and sophomore standing
Provides student with an understanding of the interdisciplinary nature of international business. Course will cover the development of international business; theories and methods of international trade; financing mechanisms and terms used in export documentation and export finance; the effects of economics, political and cultural environment on international business and trade; impact of geography in business transactions; legal aspects of international business; and developing an effective international marketing strategy.

BUS 204 Introduction to E-Business
3 Credit Hours • 45 Contact Hours (Lecture)
Prerequisite: BUS 115
Introduces the use of technology in all aspects of a business. Explores the use of technology for customer relations management, accounting and financial applications, purchasing and production tools, sales and marketing functions, and human resources management. Examines use of the Internet, world-wide-web and sophisticated multi-function software tools. Students gain a heightened awareness of emerging technologies and trends in e-business.

BUS 216 Legal Environment of Business
3 Credit Hours • 45 Contact Hours (Lecture)
Emphasizes public law, regulation of business, ethical considerations, and various relationships existing within society, government, and business. Specific attention is devoted to economic regulation, social regulation, regulation and laws impacting labor-management issues, and environmental concerns. Students develop an understanding of the role of law in social, political, and economic change.

BUS 217 Business Communication & Report Writing
3 Credit Hours • 45 Contact Hours (Lecture)
Prerequisite: ENG 090
Emphasizes effective business writing and cover letters, memoranda, reports, application letters, and resumes. Includes the fundamentals of business communication and an introduction to international communication.

BUS 226 Business Statistics
3 Credit Hours • 45 Contact Hours (Lecture)
Prerequisite: MAT 090
Focuses on statistical study, descriptive statistics, probability, and the binominal distribution, index numbers, time series, decision theory, confidence intervals, linear regression, and correlation. Intended for the business major.

BUS 281 Internship
1-6 Credit Hours • 45 Contact Hours per credit hour (Internship)
Prerequisite: BUS 182
Provides continued instruction and the opportunity for students to supplement coursework with practical work experience related to their educational program. Students work under the immediate supervision of experienced personnel at the business location and with the direct guidance of the instructor.

BUS 282 Internship
1-6 Credit Hours • 45 Contact Hours per credit hour (Internship)
Prerequisite: BUS 281
Provides continued instruction with the opportunity for students to supplement coursework with practical work experience related to their educational program. Students work under the immediate supervision of experienced personnel at the business location and with the direct guidance of the instructor.

Business & Technology Education Courses

BTE 100 Computer Keyboarding
1 Credit Hour • 22.5 Contact Hours (Lecture/Lab Combination)
Grading: SU only
Designed for students who have minimal or no keyboarding skills. Introduces the touch method of keyboarding, as well as the basic operation and functions of the equipment. Emphasizes learning the alphanumeric keyboard, proper technique, and speed control.

BTE 102 Keyboarding Applications I
2 Credit Hours • 45 Contact Hours (Lecture/Lab Combination)
Prerequisite: Ability to Keyboard 20 WPM or faculty consent
Designed for students with minimal keyboarding skills. Introduces letters, tables, memos, and manuscripts. Emphasizes speed and accuracy.

BTE 108 Ten-Key by Touch
1 Credit Hour • 22.5 Contact Hours (Lecture/Lab Combination)
Introduces touch control of the ten-key pad. Emphasizes the development of speed and accuracy using proper technique.

BTE 111 Keyboarding Speedbuilding I
2 Credit Hours • 45 Contact Hours (Lecture/Lab Combination)
Prerequisite: Ability to keyboard by touch or faculty consent
Grading: SU only
Designed to increase speed and improve accuracy in keyboarding on the PC through the use of correct techniques and concentrated effort.

BTE 166 Business Editing Skills
3 Credit Hours • 45 Contact Hours (Lecture)
Provides proofreading techniques and reviews spelling, punctuation, grammar, and word processing formats on various types of business documents and worksheets.

BTE 187 Cooperative Education/Internship
3 Credit Hours • 135 Contact Hours (Internship)
Provides students with the opportunity to supplement course work with practical work experience related to their educational program and occupational objectives. Students are placed at approved work sites that are related to their program of study. They work under the immediate supervision of experienced personnel at the business location and with the direct guidance of the instructor/coordinator.

Chemistry Courses

CHE 101 Introduction to Chemistry I: SC1
5 Credit Hours • 90 Contact Hours (60 Lecture, 30 Lab)
Prerequisite: MAT 090 or concurrent enrollment
Includes the study of measurements, atomic theory, chemical bonding, nomenclature, stoichiometry, solutions, acid and base, gas laws, and condensed states. Laboratory experiments demonstrate the above concepts qualitatively and quantitatively. Designed for non-science majors, students in occupational and health programs, or students with no chemistry background.

CHE 102 Introduction to Chemistry II: SC1
5 Credit Hours • 90 Contact Hours (60 Lecture, 30 Lab)
Prerequisite: CHE 101
Focuses on introductory organic chemistry and biochemistry (sequel to Introduction to Chemistry I). Includes the study of hybridization of atomic orbital's for carbon, nomenclature of both organic and biochemical compounds, physical and chemical

properties of various functional groups of organic chemistry, and physical and chemical properties of biochemical compounds along with their biochemical pathways. Laboratory experiments are included.

CHE 111 General College Chemistry I: SC1
5 Credit Hours • 105 Contact Hours (60 Lecture, 45 Lab)
Prerequisite: MAT 121 or concurrent enrollment and one year of high school chemistry
Focuses on basic chemistry and measurement, matter, chemical formulas, reactions and equations, stoichiometry, and thermochemistry. This courses covers the development of atomic theory culminating in the use of quantum numbers to determine electron configurations of atoms and the relationship of electron configuration to chemical bond theory and molecular orbital theory. The course includes gases, liquids, and solids and problem-solving skills are emphasized through laboratory experiments.

CHE 112 General College Chemistry II: SC1
5 Credit Hours • 105 Contact Hours (60 Lecture, 45 Lab)
Prerequisite: CHE 111, MAT 121
Presents concepts in the areas of solution properties, chemical kinetics, chemical equilibrium, acid-base and ionic equilibrium, thermodynamics, electrochemistry, nuclear chemistry, and organic chemistry. Emphasizes problem solving skills and descriptive contents for these topics. Laboratory experiments demonstrate qualitative and quantitative analytical techniques.

CHE 211 Organic Chemistry I
5 Credit Hours • 105 Contact Hours (60 Lecture, 45 Lab)
Prerequisite: CHE 112 (Grade of C or higher)
Focuses on compounds associated with the element carbon including structure and reactions of aliphatic hydrocarbons and selected functional group families. This course covers nomenclature of organic compounds, stereochemistry, and reaction mechanisms such as SN1, SN2, E1 and E2. Laboratory experiments demonstrate the above concepts plus the laboratory techniques associated with organic chemistry. UCCS transfer equivalent CHEM 3310/3330

CHE 212 Organic Chemistry II
5 Credit Hours • 105 Contact Hours (60 Lecture, 45 Lab)
Prerequisite: CHE 211 (Grade of C or higher)
Continues the investigation into the chemistry of carbon-based compounds, their reactions and synthesis including the structure, physical properties, reactivity, and synthesis of organic functional groups not covered in the first semester. This course explores functional groups including alcohols, ethers, aromatics, aldehydes, ketones, amines, amides, esters, and carboxylic acids and the reactions and reaction mechanisms of aromatic compounds. An introduction to biochemical topics may be included if time permits. Lab experiences demonstrate the above concepts and the laboratory techniques associated with organic chemistry. UCCS transfer equivalent CHEM 3320/3340

Chinese Courses

CHI 111 Chinese Language I
5 Credit Hours • 75 Contact Hours (Lecture)
Prerequisite: ENG 090
Focuses on the development of functional proficiency in listening, speaking, reading and writing the Chinese language.

CHI 112 Chinese Language II
5 Credit Hours • 75 Contact Hours (Lecture)
Prerequisite: CHI 111
Continues Chinese Language I in the development of functional proficiency in listening, speaking, reading and writing the Chinese language.

CHI 211 Chinese Language III
3 Credit Hours • 45 Contact Hours (Lecture)
Prerequisite: CHI 112
Focuses on the further development of functional proficiency in listening, speaking, reading and writing the Chinese language.

Communication Courses

COM 115 Public Speaking
3 Credit Hours • 45 Contact Hours (Lecture)
Prerequisite: ENG 090
Combines the basic theory of speech communication with public speech performance skills. Emphasis is on speech delivery, preparation, organization, support, and audience analysis and delivery.

COM 125 Interpersonal Communication
3 Credit Hours • 45 Contact Hours (Lecture)
Prerequisite: ENG 090
Examines the communication involved in interpersonal relationships occurring in family, social, and career situations. Relevant concepts include self-concept, perception, listening, nonverbal communication, and conflict.

COM 214 Natural Resource Interpretation and Communication
3 Credit Hours • 45 Contact Hours (Lecture)
Prerequisite: ENG 090
Provides communication and interpretation training for those required to interpret natural resource data about historical characters and times for the public. The course focuses on experiential skill development in the area of educational interpretation including, but not limited to, in-class and on-site interpretation of historical, geological, zoological, and other environmental topics and sites. It also stresses the preparation of educational presentations aimed at all levels of learners from pre-K through mature adulthood using various presentation techniques including, but not limited to, visual aids, props, dramatic performance, and puppetry.

COM 216 Principles of Speech Communication II
3 Credit Hours • 45 Contact Hours (Lecture)
Prerequisite: COM 115, ENG 090
Emphasizes the continued study of rhetorical theory and analysis as it relates to public speaking.

COM 217 Group Communication
3 Credit Hours • 45 Contact Hours (Lecture)
Prerequisite: ENG 090
Examines group communication theories with an emphasis on leadership and group behaviors. The course provides opportunities for group participation.

COM 220 Intercultural Communication
3 Credit Hours • 45 Contact Hours (Lecture)
Prerequisite: ENG 090
Explores the link between culture and communication and will develop and/or enhance communication skills and the abilities appropriate to a multicultural society. Emphasis will be on understanding diversity within and across cultures. Relevant concepts include perception, worldview, context, ethics, language, and nonverbal communication.

COM 225 Organizational Communication
3 Credit Hours • 45 Contact Hours (Lecture)
Prerequisite: ENG 090
Note: Students encouraged to take COM 115 and/or have organizational setting experience.
This course focuses on the role of communication theory and skills as they apply to business and organizational settings. Topics include organizational and leadership models, effective communication skills with peers, superiors, and subordinates, environmental factors impacting communication, and interviewing skills.

Computer & Networking Technology Courses

CNG 101 Introduction to Networking
3 Credit Hours • 45 Contact Hours (Lecture)
Focuses on underlying concepts of data communications, telecommunications, and networking. Emphasizes the terminology and technologies in current networking environments and provides a general overview of the field of networking as a basis for continued study in the field.

CNG 102 Local Area Networks
3 Credit Hours • 45 Contact Hours (Lecture)
Introduces Local Area Networking. Focuses on discussions and demonstrations of planning, installing, and supporting networks.

CNG 103 Wide Area Networks
3 Credit Hours • 45 Contact Hours (Lecture)
Provides the student with conceptual and working knowledge of how Local Area Networks communicate over a wide area. Introduces telephony - the technology of switched voice communications. Provides students with an understanding of how communication channels of the public switched telephone networks are used for data communications and how voice data communications have become integrated.

CNG 104 Introduction to TCP/IP
3 Credit Hours • 45 Contact Hours (Lecture)
Outlines four important networking architectures in corporate environments today - TCP/IP, SNA, AppleTalk, and DNA. Focuses on the major components and functions of each of these architectures as well as methods used to connect different architectures. Provides students with concepts that are important to the field of systems integration, as well as a conceptual basis for understanding network architectures.

CNG 108 Network Analysis & Design
3 Credit Hours • 45 Contact Hours (Lecture)
Provides advanced instruction for networking professionals and students who grasp the basic concepts of networking but would like to understand methods used to analyze, design, and manage LAN's point-to-point networks. Exercises are geared toward learning techniques used to design and analyze networks.

CNG 121 Computer Technician I: A+
4 Credit Hours • 60 Contact Hours (Lecture)
Provides students with an in-depth look at personal computer hardware, introduces O.S. features and security concepts, and covers interpersonal skills, all of which are necessary for a successful entry-level computer service technician position. Provides extensive hands-on work with computer systems, PC setup and configuration, and basic maintenance and troubleshooting. This course helps prepare you for the CompTIA A+ Essentials Exam.

CNG 127 IT Essentials I: PC Hardware & Software
5 Credit Hours • 75 Contact Hours (Lecture)
Introduces students to information technology and data communications. Enables the student to develop the necessary skills to enter this field by building a computer, installing the operating system, adding peripherals, connecting the computer to a local area network and the Internet. It is a hands-on, lab-based course stressing safety and working effectively in a group environment. This course prepares students for CompTIA's A+ certification.

CNG 128 IT Essentials II: Network Operating Systems
5 Credit Hours • 75 Contact Hours (Lecture)
Introduces multi-user, multi-tasking networking operating systems. Focuses on characteristics of the Linux, Unix, Windows 2000, NT, and XP networking operating systems. Explores a variety of topics including installation procedures, security issues, back up procedures and remote access. The course prepares the student for both the CompTIA Server+ certification and the Linux+ certification.

CNG 132 Principles of Information Security
3 Credit Hours • 45 Contact Hours (Lecture)
Examines the field of information security to prepare information systems students for their future roles as business decision-makers. The course presents a balance of the managerial and the technical aspects information security. The concepts covered in this course should be helpful for students working towards the Certified Information Systems Security Professional (CISSP) certification.

CNG 245 Networking for SOHO
5 Credit Hours • 75 Contact Hours (Lecture)
Provides students with the knowledge and skills to set up a home or small business network and connect it to the Internet. Enables students to troubleshoot network and Internet connectivity, share resources, do basic configuration of network devices, and recognize and mitigate network security threats.

CNG 246 Small-Medium or ISP Network Management
5 Credit Hours • 75 Contact Hours (Lecture)
Provides students with the knowledge and skills to set up a network for a small to medium sized business or an Internet Service Provider. Enables students to install, configure, and troubleshoot devices for Internet and server connectivity in medium sized networks. Students will be able to establish basic wide area network (WAN) connections to Telco services and use organized, layered approaches to troubleshoot network problems.

CNG 258 Computer Forensics
4 Credit Hours • 60 Contact Hours (Lecture)
Exposes the student to the field of Computer Forensics and investigation. Provides the student with methods to properly conduct a computer forensics investigation beginning with a discussion of ethics. Topics covered include fundamental concepts, history of computer forensics, file structures, data recovery techniques, computer forensic tools and analysis. The curriculum and objectives map to the International Association of Computer Investigative Specialists (IACIS) certification.

CNG 260 Cisco Network Associate I
5 Credit Hours • 75 Contact Hours (Lecture)
Introduces network fundamentals, the OSI model and industry standards, IP addressing (subnet masks), and basic network design.

CNG 261 Cisco Network Associate II
5 Credit Hours • 75 Contact Hours (Lecture)
Focuses on router theory and technologies, including router configurations, protocols, network management, and introductory LAN switching.

CNG 262 Cisco Network Associate III
5 Credit Hours • 75 Contact Hours (Lecture)
Focuses on advanced routing and switching configurations, LAN switching, network management, and advanced network design.

CNG 263 Cisco Network Associate IV
5 Credit Hours • 75 Contact Hours (Lecture)
Focuses on project-based learning, including advanced network design projects and advanced management projects. This course and CNG 260, CNG 261 and CNG 262 prepare students for the CISCO Certified Network Associate (CCNA) certification exam.

CNG 264 Home Integration
5 Credit Hours • 75 Contact Hours (Lecture)
Introduces the elements of Smart home technology in preparation for the HTI+ industry certification examination. There are six broad areas of the home technology environment that HTI systems generally control: Internet and home network connectivity, video and audio, telecommunications, home security, utility

management, and appliance automation and control. HTI is evolving towards central control of all these systems.

Computer Aided Drafting Courses

CAD 100 Blueprint Reading for Computer Aided Drafting
3 Credit Hours • 52.5 Contact Hours (30 Lecture, 22.5 Lecture/Lab Combination)
Covers linetype identification, identification of symbols, linear dimensions, angular dimensions, arrowless dimensions, machine process callouts, drawing notes, ANSI/ASME/ISO dimensioning standards, tolerances, freehand sketching, and reading working drawings.

CAD 101 Computer Aided Drafting I
3 Credit Hours • 60 Contact Hours (15 Lecture, 45 Lecture/Lab Combination)
Focuses on basic computer aided drafting skills using the latest release of CAD software. Includes file management, Cartesian coordinate system, drawing set-ups, drawing aids, layer usage, drawing geometric shapes, editing objects, array, text applications, basic dimensioning, and Help access.

CAD 102 Computer Aided Drafting II
3 Credit Hours • 60 Contact Hours (15 Lecture, 45 Lecture/Lab Combination)
Prerequisites: CAD 101
Focuses on advanced computer aided drafting skills using the latest release of CAD software. Includes blocks and wblocks, polylines, multilines, polyline editing, advanced editing, editing with grips, hatching, isometric drawings, dimensions and dimension variables, paper space and viewports, templates, external references, and printing/plotting.

CAD 105 AutoCAD for Interiors
4 Credit Hours • 90 Contact Hours (Lecture/Lab Combination)
Prerequisites: CIS 115 or CIS 118
Provides an opportunity for the Interior Design student to obtain the basic skills necessary to operate Computer Aided Design (CAD) software. AutoCAD software is emphasized.

CAD 115 Sketchup
3 Credit Hours • 67.5 Contact Hours (Lecture/Lab Combination)
Focuses on the understanding of basic concepts of the software program Google SketchUp ®. Students will learn how to draw and extrude building shapes, stairs, roofs, and interiors utilizing advanced modeling techniques.

CAD 153 Introduction to Pro Engineer/Basics
3 Credit Hours • 67.5 Contact Hours (Lecture/Lab Combination)
Prerequisites: CAD 101
Introduces basic Pro/engineer software and its operations such as part creation, assembly creation and drawing creation. Pro/engineer is a 3D Parametric Solid Modeling program.

CAD 201 Computer Aided Drafting/Custom
3 Credit Hours • 60 Contact Hours (15 Lecture, 45 Lecture/Lab Combination)
Prerequisites: CAD 101, CAD 102
Focuses on program customization using the latest release of CAD software. Includes customizing menus, customizing toolbars, attribute extraction, creation of dynamic blocks, customizing shortcut menus and double click actions, customizing tool palettes, user profiles and workspaces, basic CAD programming, path options, script files, and slide shows.

CAD 202 Computer Aided Drafting/3D
3 Credit Hours • 60 Contact Hours (15 Lecture, 45 Lecture/Lab Combination)
Prerequisites: CAD 101
Focuses on construction of three-dimensional objects using the latest release of CAD software. Includes wire frame construction, surface modeling, solid modeling, extrusions, Boolean operations, 3D editing, 3D views, rendering, materials and advanced lighting, walkthrough and flyby animations and 3D to 2D construction.

CAD 215 Advanced CAD for Interiors
3 Credit Hours • 60 Contact Hours (15 Lecture, 45 Lecture/Lab Combination)
Prerequisite: CAD 105, IND 111
Concentrated focus on three-dimensional visualization models and presentations for Interior Design application. Includes advanced three-dimensional CAD concepts to create photo real life images, animations, and virtual tours. Additionally, this course will educate the student in visualizing complex spatial designs as a means of enhancing the function and quality of interior spaces and interior furnishing components.

CAD 219 3D/Max
3 Credit Hours • 60 Contact Hours (15 Lecture, 45 Lecture/Lab Combination)
Introduces 3D rendering and animation using AUTODESK 3D Studio software. Emphasizes 3D geometry, texture mapping, lighting, camera placement, shading, photo-realistic rendering, animation techniques, and walk through animations.

CAD 220 3D/Max Advanced
3 Credit Hours • 60 Contact Hours (15 Lecture, 45 Lecture/Lab Combination)
Prerequisite: CAD 219
This course focuses on advanced 3d geometry and character construction, animation and rendering techniques using Autodesk 3ds Max software. Emphasis will include 3D geometry manipulation, character/bone/biped constructions, animation and video post-production of 3D animations.

CAD 224 Revit
3 Credit Hours • 60 Contact Hours (15 Lecture, 45 Lecture/Lab Combination)
Provides students with the software application training in Autodesk Revit necessary to produce 3D architectural models and 3D drawings utilizing AIA standards.

CAD 225 Architectural Desktop/Autodesk
3 Credit Hours • 67.5 Contact Hours (Lecture/Lab Combination)
Provides students with the software application training in Architectural Desktop necessary to produce 3D architectural drawings utilizing 2D drafting skills.

CAD 227 Advanced Revit
3 Credit Hours • 60 Contact Hours (15 Lecture, 45 Lecture/Lab Combination)
This course focuses on the advanced applications of the Revit software. Includes Family Editing, Topographic Site Plans, Worksharing, Phases, Advanced Scheduling, Custom Annotation, and Presentation Techniques

CAD 240 Inventor I/Autodesk
3 Credit Hours • 60 Contact Hours (15 Lecture, 45 Lecture/Lab Combination)
Introduces basic non-parametric 3D concepts to build confidence in 3D thinking and moves on to three-dimensional parameters. The student learns to construct, modify, and manage complex parts in 3D space as well as how to produce 2D drawings from the 3D models.

CAD 255 SolidWorks/Mechanical
3 Credit Hours • 60 Contact Hours (15 Lecture, 45 Lecture/Lab Combination)
Introduces basic non-parametric 3D concepts to build confidence in 3D thinking and progresses to three-dimensional parameters. The student learns to construct, modify, and manage complex parts in 3D space as well as to produce 2D drawings from the 3D models.

CAD 259 Advanced Solidworks
3 Credit Hours • 60 Contact Hours (15 Lecture, 45 Lecture/Lab Combination)
Prerequisite: CAD 255
This course focuses on the advanced applications of the parametric software Solidworks. Includes management of design data, advanced assembly and analysis of model creations and constraints, documentation of bill of materials and parts lists, rendering and animation and testing a model assembly.

CAD 280 Internship
3 Credit Hours • 105 Contact Hours (15 Lecture, 90 Internship)
Prerequisites: Permission of instructor and CAD 100, CAD 101, CAD 102
Provides students with the opportunity to supplement coursework with practical work experience related to their educational program. Students work under the immediate supervision of experienced personnel at the business location and with direct guidance of the instructor.

Computer Information Systems Courses

CIS 101 Alternative Input/Output for Computers
1 Credit Hour • 15 Contact Hours (Lecture)
Note: Must have faculty consent to enroll
Focuses on teaching alternative methods for inputting data into a computer. Individualized for each student, the course covers such programs as Dragon Naturally Speaking, Dragon Dictate, or Job Access with Speech (JAWS). It is designed for students who have little or no previous computer experience.

CIS 102 Computer Assistive Technology
3 Credit Hours • 45 Contact Hours (Lecture)
Note: Must have faculty consent to enroll
Introduces assistive technology and alternative methods for utilization of computer systems. Depending upon student need or interest, the student selects the AT or method. Options include voice recognition, screen readers, screen enlargement, keyboard modification, word predication, reading enhancement programs, and alternative data entry methods.

CIS 104 Word Processing with Assistive Technology
3 Credit Hours • 45 Contact Hours (Lecture)
Note: Must have faculty consent to enroll
Provides training in the functions, features, and uses of assistive technology and alternative methods. Covers the introduction of standard word processing features needed for proper presentation of college or business papers and the methodology to successfully use the assistive technology/alternative method in continuing educational or employment environments.

CIS 107 Voice Recognition: Dragon
1 Credit Hour • 22.5 Contact Hours (Lecture/Lab Combination)
Grading: SU only
Teaches the basics of voice recognition software for word processing and other related office applications. Benefits include the reduction of repetitive stress injuries, increasing accuracy, and saving report time preparation.

CIS 110 Introduction to the PC
1 Credit Hour • 22.5 Contact Hours (Lecture/Lab Combination)
Provides the beginning computer user with hands-on experience in the elementary use of the personal computer. This course introduces the basic feature of and the terminology associated with personal computers, including topics such as database, spreadsheet, and word processing.

CIS 115 Introduction to Computer Information Systems
3 Credit Hours • 45 Contact Hours (Lecture)
Focuses on an overview of the needs for and roles of computer information systems. Emphasizes computer requirements in organizations, history, hardware functions, programming, systems development, and computer operations. Introduces computer applications.

CIS 118 Introduction to PC Applications
3 Credit Hours • 45 Contact Hours (Lecture)
Introduces basic computer terminology, file management, and PC system components. Provides an overview of office application software including word processing, spreadsheets, databases, and presentation graphics. Includes the use of a web browser to access the Internet.

CIS 120 Technology for Career Development
1 Credit Hour • 15 Contact Hours (Lecture)
Prepare students to actively pursue a career path. This course will emphasize awareness of career opportunities through the use of career assessment tools, academic advising and career professionals. It will provide students with skills assessment tools, professional development activities, and information for creating and maintaining an electronic career portfolio.

CIS 124 Introduction to Operating Systems
3 Credit Hours • 45 Contact Hours (Lecture)
Introduces concepts, terminology, and hands-on skills in the use of DOS and Windows. Emphasizes navigation, file manipulation, file creation, and troubleshooting.

CIS 130 Introduction to Internet
1 Credit Hour • 15 Contact Hours (Lecture)
Enhances the student's knowledge of the Internet and its resources. Individuals learn terminology in dealing with the Internet. Includes privacy and copyright issues with information retrieved from the Internet. Students experience the use of e-commerce, multimedia, and e-mail. Explores searching the Internet and credibility of information obtained with searches.

CIS 131 Word Processing I
1 Credit Hour • 15 Contact Hours (Lecture)
Gives the student an introductory working knowledge of word processing. The student will create, edit, format, save, and print documents. The student will use spell check, grammar check, and thesaurus features. The student will format text, paragraphs, and pages, change margins and use the find and replace feature as well as create envelopes and labels.

CIS 132 Word Processing II
1 Credit Hour • 15 Contact Hours (Lecture)
Increases the student's working knowledge of word processing. In this module, the student will learn to use the merge function. The student will create multiple page reports using headers, footers, footnotes, endnotes, and page numbers. The student will create and format documents using columns and tables.

CIS 135 Complete PC Word Processing
3 Credit Hours • 45 Contact Hours (Lecture)
Explores a complete array of word processing skills. The skills needed to create, edit, format, and printing documents are covered. Other topics include character, paragraph, and page formats, the use of spelling checkers and thesaurus, hyphenation, tables, mail merge, document design, and graphics.

CIS 140 Microsoft Outlook
1 Credit Hour • 15 Contact Hours (Lecture)
Introduces the functions used in Microsoft Outlook including e-mail messages, calendar, contacts, tasks, journals, and notes.

CIS 141 PC Databases I
1 Credit Hour • 15 Contact Hours (Lecture)
Introduces the student to the functions of a database using selected software. It includes skills such as file creation, searches, sorts, simple editing and indexes.

CIS 145 Complete PC Database
3 Credit Hours • 45 Contact Hours (Lecture)
Explores a complete array of database skills. Includes table, query, form, and report creation and modification. Other topics

include application integration and automation of database tasks within the database.

CIS 146 Database Application Development: Access
3 Credit Hours • 45 Contact Hours (Lecture)
Covers the PC database concepts necessary to create database applications. Includes programming, shared files, resource locking, and database recovery.

CIS 151 PC Spreadsheets I
1 Credit Hour • 15 Contact Hours (Lecture)
Introduces the student to concepts and applications of an electronic spreadsheet. Topics include creating a worksheet, developing a professional looking worksheet and creating charts.

CIS 152 PC Spreadsheets II
1 Credit Hour • 15 Contact Hours (Lecture)
Continues the concepts and applications of an electronic spreadsheet learned in the introduction class. Topics include working with lists, integrating appropriate software with other Windows programs, and working with multiple worksheets and workbooks.

CIS 155 PC Spreadsheet Concepts
3 Credit Hours • 45 Contact Hours (Lecture)
Exposes the student to a wide range of uses of the electronic spreadsheet with special emphasis on using it as a business tool. Includes fundamentals and terms, creating and saving workbooks, entering and using formulas, formatting, printing, multiple-page workbooks, creating charts, entering and using functions, managing lists, and simple macros.

CIS 161 Presentation Graphics I
1 Credit Hour • 15 Contact Hours (Lecture)
Introduces the development of presentation graphics materials including graphs, charts, illustrations, and diagrams. Emphasizes effective communication.

CIS 165 Complete Presentation Graphics
3 Credit Hours • 45 Contact Hours (Lecture)
Focuses on the development of presentation graphics materials including graphs, charts, illustrations, and diagrams. Emphasizes effective communication through computerized presentations. Covers features of the software and effective presentation techniques.

CIS 202 Automated Project Management: MS Project
3 Credit Hours • 45 Contact Hours (Lecture)
Provides an in-depth exploration of project management techniques that use software to automate the project management processes. The course emphasizes project management strategies, goal setting and communication with team members, management and vendors. Critical thinking, discussion, and real world projects will be used to explore the creation of a task list, resource assignment and leveling. Students will learn to use GANTT charts, milestones, Critical Path Methodology, PERT, project tracking and reporting.

CIS 203 Technology for Career Success
2 Credit Hours • 30 Contact Hours (Lecture)
Prerequisite: CIS 120
Prepare students to transition into a career. This course will provide students with resources for career development and tools to succeed in a competitive labor market. Offers students an opportunity to build an employment focused electronic portfolio in preparation for career growth and lifelong learning after completing their program of study.

CIS 204 Customization of Assistive Technology
3 Credit Hours • 45 Contact Hours (Lecture)
Prerequisite: Faculty consent and CIS 104 or concurrent enrollment
Provides training in the customization of computer assistive technology and alternative methods. Includes individualized set up features specific to the assistive technology or alternative method and the individual. Covers program features or methods needed for use in database programs, spreadsheets, email, and the internet. Examines individual macros and commands to enhance usage.

CIS 223 Linux
3 Credit Hours • 45 Contact Hours (Lecture)
Prerequisite: CIS 124
Introduces students to the concepts of installing, configuring, and managing the Linux operating system. Topics covered include working with various desktops, use of file system commands, and management of user and group permissions.

CIS 240 Database Design and Development
3 Credit Hours • 45 Contact Hours (Lecture)
Introduces the basic concepts of relational databases, data storage, and retrieval. Covers database design, data modeling, transaction processing, and introduces the Structured Query Language for databases.

CIS 243 Introduction to PL/SQL
3 Credit Hours • 45 Contact Hours (Lecture)
Introduces students to creating database structures and storing, retrieving, and manipulating data in a relational database. SQL is the set of statements that all users and programs must use to access data in the Oracle database. Also focuses on SQL*Plus to manipulate SQL statements.

CIS 263 PC Help Desk Skills
3 Credit Hours • 45 Contact Hours (Lecture)
Enables the student to understand and develop appropriate help-desk techniques. Includes roles of help-desk personnel, and how to troubleshoot hardware and software problems.

CIS 267 Management of Information Systems
3 Credit Hours • 45 Contact Hours (Lecture)
Introduces the concepts and techniques of managing computer-based information resources. Includes hardware, software, personnel, control techniques, and the placement and integration of information systems resources within the organization.

CIS 268 Systems Analysis & Design I
3 Credit Hours • 45 Contact Hours (Lecture)
Introduces the student to the materials, techniques, procedures, and human interrelations involved in developing computer information systems. Includes the systems approach, fact gathering techniques, forms design, input/output, file design, file organization, various charting techniques, system audits on controls, project management, implementation, and evaluation.

CIS 287 Cooperative Education
3 Credit Hours • 135 Contact Hours (Work Experience)
Provides students an opportunity to gain practical experience in applying their occupational skills and/or to develop specific skills in a practical work setting. The instructor works with the student to select an appropriate work site, establish learning objectives, and to coordinate learning activities with the employer or work site supervisor.

CIS 288 Practicum
1 Credit Hour • 45 Contact Hours (Practicum)
Provides students with the opportunity to supplement coursework with practical work experience related to their educational program. Students work under the immediate supervision of experienced personnel at the business location and with the direct guidance of the instructor.

CIS 289 Capstone
3 Credit Hour • 45 Contact Hours (Lecture)
Serves as the capstone course for CIS majors. Incorporates projects that allow students to develop advanced techniques and assemble information from different courses. Most projects will

include the creation of interactive application programs for the non-computer user and require research beyond the classroom to prepare the student for entry level employment in a variety of situations.

Computer Science Courses

CSC 105 Computer Literacy
3 Credit Hours • 45 Contact Hours (Lecture)
Introduces students to current technologies. Special focus on ensuring students become technologically competent and computer literate. Emphasis is placed on technology fundamentals and terminology through the evaluation of hardware and software. Provides students with a working knowledge of operating system use, file management and security. Introduces the internet as a research and communication tool. Application software is covered to ensure the fundamental computer skills for personal, academic and business use are obtained.

CSC 120 Problem Solving with (Software Package)
3 Credit Hours • 60 Contact Hours (30 Lecture, 30 Lab)
Provides an introductory level course in computer programming using a high level programming language. The course will cover design and development of simple software applications. Topics covered will include design of software from initial phase through coding phase, input and output of data, functions or methods, control structures, arrays and error handling.

CSC 125 Programming for the Internet
3 Credit Hours • 60 Contact Hours (30 Lecture, 30 Lab)
Note: The student should have an understanding of Windows, a browser, and the Internet
Provides the student with a basic understanding of the more common programming languages/scripts used on the internet. Emphasizes the development of dynamic/interactive web pages. Some of the internet languages that are covered include HTML, DHTML, XML, JavaScript, Vbscript, Active Server Pages, CGI, Form processing, and PERL.

CSC 126 Game Design & Development
3 Credit Hours • 60 Contact Hours (30 Lecture, 30 Lab)
Combines problem-solving techniques with computer game design and implementation to introduce the student to basic gaming and computer science concepts. Students design, implement, and test computer games using software that allows for basic game creation through a wide variety of game creation tools; no prior programming experience is required.

CSC 150 Visual Basic Programming
3 Credit Hours • 60 Contact Hours (30 Lecture, 30 Lab)
Introduces programming and applications development for the Microsoft Windows Programming environment using Visual Basic for Windows.

CSC 154 Introduction to MS Visual Basic .NET (OOP)
3 Credit Hours • 60 Contact Hours (30 Lecture, 30 Lab)
Provides students with the knowledge and skills needed to develop applications in Microsoft Visual Basic .NET for the Microsoft .NET platform. Focuses on user interfaces, program structure, language syntax, and implementation details. This is the first course in the Visual Basic .NET curriculum and serves as the entry point for other .NET courses.

CSC 160 Computer Science I: (Language)
4 Credit Hours • 75 Contact Hours (45 Lecture, 30 Lab)
Prerequisite: MAT 099
Introduces students to the discipline of computer science. Covers algorithm development, data representation, logical expressions, sub-programs, and input/output operations using a structured programming language. Requires intensive lab work outside of class time.

CSC 161 Computer Science II: (Language)
4 Credit Hours • 75 Contact Hours (45 Lecture, 30 Lab)
Prerequisite: CSC 160
Continues the structured algorithm development and problem solving techniques begun in Computer Science I. Enables students to gain experience in the use of data structures and design of larger software projects. Requires intensive computer laboratory experience.

CSC 225 Computer Architecture/Assembly Language Programming
4 Credit Hours • 75 Contact Hours (45 Lecture, 30 Lab)
Prerequisite: CSC 160
Introduces concepts of computer architecture, functional logic, design, and computer arithmetic. Focuses on the mechanics of information transfer and control within a computer system. Includes symbolic programming techniques, implementing high level control structures, addressing modes and their relation to arrays, subprograms, parameters, linkage to high level languages, and the assembly process.

CSC 230 C Programming: Platform
3 Credit Hours • 60 Contact Hours (30 Lecture, 30 Lab)
Prerequisite: CSC 160, MAT 121
Introduces C programming language - a mid-level language whose economy of expression and data manipulation features allow a programmer to deal with the computer at a low level.

CSC 233 Object-Oriented Programming in C++
3 Credit Hours • 60 Contact Hours (30 Lecture, 30 Lab)
Prerequisite: CSC 160
Covers all syntactical components of the C++ language including arrays, structures, pointers, functions and classes. Emphasizes inheritance, overloading, and polymorphism. Focuses on writing clear, properly structured, and well documented programs using the C++ Language and Object-Oriented methodology. It is the advanced course in C++ Programming.

CSC 236 Introduction to C# Programming
4 Credit Hours • 75 Contact Hours (45 Lecture, 30 Lab)
Prerequisite: CSC 160
Introduces the C# programming language. Covers all syntactical components of the language including arrays, structures, methods and classes. Content will focus on writing clear properly structured, and well-documented programs using C# and object oriented methodology.

CSC 240 Java Programming
3 Credit Hours • 60 Contact Hours (30 Lecture, 30 Lab)
Prerequisite: CSC 160
Introduces the Java programming language and covers basic graphics, events/procedures, user interface, and libraries. Enables the student to write and execute a variety of Java programs. Incorporates Java Applets into HTML.

Computer Web-Based Courses

CWB 110 Complete Web Authoring
3 Credit Hours • 45 Contact Hours (Lecture)
Explores the complete set of web authoring skills using HTML and/or other scripting languages. Includes links, backgrounds, controlling text and graphic placement, tables, image maps, frames, and forms.

CWB 130 Web Editing Tools
3 Credit Hours • 45 Contact Hours (Lecture)
Provides tools used for designing and building Web pages that are easy to use and have a pleasing look. The student will develop Web pages using the Microsoft program. Use of images, forms, frames, tables, templates and layers will be covered.

CWB 163 Introduction to HTML
1 Credit Hour • 15 Contact Hours (Lecture)
Provides an introduction to Hypertext Markup Language. Teaches students to write HTML, to create tags, format text, insert and manipulate images, create links, lists, tables and forms, and to work with style sheets.

CWB 164 XML
3 Credit Hours • 45 Contact Hours (Lecture)
Provides students with an introduction to the XML language's structure and syntax. Examines supporting tools such as XSL and CSS. This course is not designed to focus on a particular implementation of XML, but examine the possibilities of using XML with popular technologies such as Java SAX, SOAP, RDF, and the DOM.

CWB 221 Technology Foundations for E-Commerce
3 Credit Hours • 45 Contact Hours (Lecture)
Provides the student with thorough knowledge of e-commerce architecture, relational database management systems, and HTML and Network fundamentals.

Counseling Courses

CSL 245 Professional Ethics I
1 Credit Hour • 15 Contact Hours (Lecture)
Focuses on ethical practice in counseling through an overview of Colorado Mental Health Statute as well as the structure, function, and administration of the licensing and grievance boards in Colorado. This course meets the professional ethics mandatory training requirement for the Counselor I level of the Colorado Alcohol and Drug Abuse Program.

CSL 247 Family Dynamics of Substance Abuse
2 Credit Hours • 30 Contact Hours (Lecture)
Focuses on increasing understanding and awareness of the family origins of addictive behavior. Effective family interventions and substance abuse treatment models are considered.

CSL 249 Differential Assessment of Problems Related to Psychoactive Drug Use
1 Credit Hour • 15 Contact Hours (Lecture)
Focuses on comparing diagnostic and assessment models available to drug and alcohol addictions counselors. This course meets the differential assessment mandatory training requirements for the Counselor II level of the Colorado Drug and Alcohol Abuse Program.

CSL 250 Motivational Interviewing
1 Credit Hour • 15 Contact Hours (Lecture)
Opportunity for students to learn both the model of Motivational Interviewing as well as the underlying Stages of Development model. Discussion of the populations of clients where these models have proven most effective. Opportunity for skills practice during class that includes skill sets specific to each stage of client readiness. Presentation of assessment instruments to evaluate client readiness for change.

CSL 251 Pharmacology I for Counselors
1 Credit Hour • 15 Contact Hours (Lecture)
Focuses on providing the student with an introduction to pharmacological concepts that will be useful to counselors in the field of alcohol and substance abuse. When combined with CSL 252, this course meets the pharmacology training requirement for the Counselor II level of the Colorado Alcohol and Drug Abuse Program.

CSL 252 Pharmacology II for Counselors
1 Credit Hour • 15 Contact Hours (Lecture)
Focuses on the pharmacology of alcohol and drugs such as stimulants, nicotine, cannabis, hallucinogens, designer drugs, over the counter medications, and medications for psychiatric illnesses. When combined with CSL 251, this course meets the pharmacology training requirement for the Counselor II level of the Colorado Alcohol and Drug Abuse Program.

CSL 253 Cognitive Behavior Therapy
1 Credit Hour • 15 Contact Hours (Lecture)
Opportunity for students to learn the model of Cognitive Behavior Therapy as it applies to addiction. Discussion of the populations of clients where this model has proven most effective. Opportunity for skills practice during class that includes clinical feedback.

CSL 255 Infectious Diseases in Alcohol/Drug Treatment Setting
1 Credit Hour • 15 Contact Hours (Lecture)
Focuses on risk factors for transmission of HIV/AIDS and the application of counseling methods to individuals infected with HIV/AIDS. This course meets the infectious diseases in treatment settings requirement for the Counselor I level of the Colorado Alcohol and Drug Abuse Program.

CSL 260 Client Records Management
1 Credit Hour • 15 Contact Hours (Lecture)
Focuses on Colorado State Laws surrounding the methods of client records documentation. This course meets the records management training requirement for the Counselor I level of the Colorado Alcohol and Drug Abuse Program.

CSL 265 Counseling Diverse Treatment Populations
1 Credit Hour • 15 Contact Hours (Lecture)
Focuses on therapeutic methods for treatment of substance abuse disorders as applied particularly to the needs of minorities and special populations. This class meets the diverse treatment population's mandatory training requirements for the Counselor I level of the Colorado Drug and Alcohol Abuse Program.

CSL 268 Addictions Counseling Skills
1.5 Credit Hour • 22.5 Contact Hours (Lecture)
Focuses on clinical skills practice, crisis intervention techniques, and an overview of substance abuse. This course meets the addictions counseling skills training requirement for the Counselor I level of the Colorado Alcohol and Drug Abuse Program.

CSL 269 Principles of Addictions Treatment
1.5 Credit Hour • 22.5 Contact Hours (Lecture)
Focuses on the major theories of addiction in an historical and theoretical context. Includes an elaboration on NIDA's Principles of Drug Addiction Treatment. This class meets the principles of addictions training requirement for the Counselor I level of the Colorado Alcohol and Drug Abuse Program.

Criminal Justice Courses

CRJ 110 Introduction to Criminal Justice
3 Credit Hours • 45 Contact Hours (Lecture)
Introduces a study of the agencies and processes involved in the criminal justice system: the legislature, the police, the prosecutor, the public defender, the courts, and corrections. Includes an analysis of the roles and problems of the criminal justice system in a democratic society, with an emphasis upon inter-component relations and checks and balances.

CRJ 111 Substantive Criminal Law
3 Credit Hours • 45 Contact Hours (Lecture)
Prerequisite: CRJ 110
Teaches legal definitions of crime, purposes and functions of the law, historical foundations, and the limits of the criminal law.

CRJ 112 Procedural Criminal Law
3 Credit Hours • 45 Contact Hours (Lecture)
Prerequisite: CRJ 110
Covers constitutional and procedural considerations affecting arrest, search and seizure, post-conviction treatment, origin, development, philosophy, and constitutional basis of evidence. Focuses on degrees of evidence and rules governing admissibility,

judicial decisions interpreting individual rights, and an analysis of case studies from arrest through final appeal.

CRJ 125 Law Enforcement Operations
3 Credit Hours • 45 Contact Hours (Lecture)
Examines the complexity and multi-dimensional aspects of the law enforcement role and career; law enforcement discretion; law enforcement values and culture in modern America. Covers the role and functions of law enforcement in occupational, social, racial and ethnic, political, and organizational context.

CRJ 127 Crime Scene Investigation
3 Credit Hours • 67.5 Contact Hours (Lecture/Lab Combination)
Focuses on basic procedures in crime scene management to include photography and preparing initial reports and sketches. Includes processing evidence and related criminalistic procedures. Covers interviewing suspects, witnesses and victims to include the recording of identifications and descriptions. Incorporates lab and lecture.

CRJ 135 Judicial Function
3 Credit Hours • 45 Contact Hours (Lecture)
Prerequisite: CRJ 110
Examines the criminal process with an analysis of the major judicial decision-makers, i.e., prosecutors, defense attorneys, judges, and the discretionary aspects of adjudication.

CRJ 145 Correctional Process
3 Credit Hours • 45 Contact Hours (Lecture)
Focuses on the post-conviction corrections process, the development of a correctional philosophy, theory, and practice, a description of institutional operation, programming and management, and community-based corrections, probation, and parole.

CRJ 146 Community Based Corrections
3 Credit Hours • 45 Contact Hours (Lecture)
Introduces an analysis of community based correctional programs and procedures. Emphasizes the environment and the relationship to public safety, reintegration, and punishment.

CRJ 205 Principles of Criminal Law
3 Credit Hours • 45 Contact Hours (Lecture)
Focuses on common law and statutory law crimes, the Model Penal Code, elements defining crimes and penalties, defenses to criminal accusations, and definitions and distinctions between criminal and civil law.

CRJ 208 Criminal Evidence
3 Credit Hours • 45 Contact Hours (Lecture)
Prerequisite: CRJ 112
Reviews the basic principles of evidence in state and Federal criminal proceedings. Includes analysis of the Federal Rules of Evidence and the Colorado Evidence Rules, as well as evidentiary and procedural requirements in the courts. The course will focus on evidence questions in the context of the examination of witnesses, competency, privilege, relevancy, hearsay, burden of proof and the presentation of scientific and demonstrative evidence. Constitutional guidelines affecting evidence collection and admissibility will also be reviewed.

CRJ 209 Criminal Investigation I
3 Credit Hours • 45 Contact Hours (Lecture)
Covers the function of the preliminary investigation at a crime scene to include securing the scene, crime scene searchers, police drawings, and recognition and collection of evidence.

CRJ 210 Constitutional Law
3 Credit Hours • 45 Contact Hours (Lecture)
Focuses on the powers of government as they are allocated and defined by the United States Constitution. Includes intensive analysis of United States Supreme Court decisions.

CRJ 211 Criminal Investigation II
3 Credit Hours • 45 Contact Hours (Lecture)
Builds on CRJ 209 with focus on follow-up investigation including an examination of death in all its aspects.

CRJ 212 Criminal Investigation III
2 Credit Hours • 30 Contact Hours (Lecture)
Prerequisite: CRJ 209
Focuses on an in-depth study of the principles of conducting a complete and systematic interview and/or interrogation. Examines the psychological dynamics of persons falsifying information. Includes confessions, undercover operations, surveillance techniques, and survival skills unique to undercover operants.

CRJ 215 Constitutional Rights of Inmates
3 Credit Hours • 45 Contact Hours (Lecture)
Covers an overview of the criminal justice system as it pertains to the constitutional rights of inmates including civil and criminal liabilities, legal services, and disciplinary proceedings.

CRJ 216 Juvenile Law & Procedures
3 Credit Hours • 45 Contact Hours (Lecture)
Focuses on an in-depth analysis of the socio-legal operation of the Juvenile Justice System emphasizing the substantive and due process rights of minors. Includes analysis of legal reasoning underlying the juvenile law as it operates at all levels of government.

CRJ 220 Human Relations & Social Conflict
3 Credit Hours • 45 Contact Hours (Lecture)
Highlights the environmental, organizational, and socio-psychological dimensions of social control. Includes the study of individual attitudes, beliefs, and behavior involved in role conflicts, community relations, and conflict management in the social structure.

CRJ 225 Crisis Intervention
3 Credit Hours • 45 Contact Hours (Lecture)
Provides information and application of crisis theories in working with diverse populations. Examines the interventionist role.

CRJ 230 Criminology
3 Credit Hours • 45 Contact Hours (Lecture)
Examines the question of crime causation from legal, social, political, psychological, and theoretical perspectives. Covers the history and development of criminology.

CRJ 245 Interview & Interrogation
3 Credit Hours • 45 Contact Hours (Lecture)
Focuses on the study of technical and legal approaches used in gathering desired information from victims, witnesses, and suspects. Examines the fundamental characteristics of questioning and the use of psychological influences.

CRJ 249 Penology
3 Credit Hours • 45 Contact Hours (Lecture)
Focuses on a historical and theoretical study of incarceration as punishment, deterrence, and incapacitation.

CRJ 250 Computer Crime Investigation
3 Credit Hours • 45 Contact Hours (Lecture)
Prerequisite: Law Enforcement personnel or permission of Academy Director
Provides a basic foundation of the skills and knowledge necessary to understand and investigate the computer criminal. Investigative procedures, interviewing skills, and the necessity of search warrants will be covered. Legal issues regarding personal liability, privacy, and wiretapping will also be discussed.

CRJ 255 Organizational Management of Correctional Institutions
3 Credit Hours • 45 Contact Hours (Lecture)

Focuses on the history of penal and correctional management, organization of correctional institutions, management processes, leadership, control principles, and implications for the future.

CRJ 257 Victimology
3 Credit Hours • 45 Contact Hours (Lecture)
Introduces the student to the role the crime victim plays in the criminal justice system. The traditional response that a crime victim receives from the system will be studied and the psychological, emotional and financial impact these responses have on victimization will be analyzed.

CRJ 264 Practical Crime Scene Investigation
3 Credit Hours • 45 Contact Hours (Lecture)
Prerequisite: CRJ 209, CRJ 211, LEA 260
Introduces the investigation of death from the edico-legal standpoint. Discusses all aspects of an investigation from the initial findings to identification of the deceased and the determination of cause and time of death. Includes the follow-up investigation and the preparation and presentation of evidence for the criminal trial.

CRJ 268 Criminal Profiling
3 Credit Hours • 45 Contact Hours (Lecture)
Examines theories of crime causation with respect to crimes committed by the most violent offenders in society. Identifies research done, and the history of Criminal Personality Profiling, beginning with the earliest explanations through the beliefs of modern science, as well as psychological and sociological explanations. Identifies various known offenders, examines their backgrounds, and explains how current research into homicide, sexual offenses and serial killers can provide clues to the identity of unknown offenders.

CRJ 280 Internship
3 Credit Hours • 135 Contact Hours (Internship)
Provides placement in the criminal justice field to integrate theory with practice.

Culinary Arts Courses

CUA 100 Culinary Program Fundamentals
3 Credit Hours • 45 Contact Hours (Lecture)
Trains students in the basic fundamentals of the culinary field. The course will include student overview, training in areas of Management, Culinary Arts, Baking & Pastry. Student will be trained in all areas in order to be successful in both Lecture and Lab courses. Training will include program overviews, safety & sanitation fundamentals, culinary math skills, culinary vocabulary, lab requirements, using online training methods, competitions, basic knife skills, equipment identification and proper usage, professionalism, food service history, kitchen organization, basic principles of cooking, food science, study skills, proper food storage techniques, recipes, cost management, library resources and student learning organizations, scholarships and culinary career opportunities. Students must complete this course with a grade C or higher, prior to advancing in the program.

CUA 101 Food Safety & Sanitation
2 Credit Hours • 30 Contact Hours (Lecture)
Covers the basic rules of sanitation, food-borne illnesses, safe food temperatures, safe food handling techniques, the HACCP Program, pest control procedures, and local/state health rules and regulations for food service operations. At the completion of the course students take a nationally recognized test from the Education Foundation of the National Restaurant Association. If passed with a score of 75% or more, students receive a Certificate of Completion from the Education Foundation.

CUA 105 Food Service Concepts & Management Skills
3 Credit Hours • 45 Contact Hours (Lecture)
Demonstrates the use of management skills training in the food service industry by use of student interaction research, and also demonstrates the various styles of menu development. Includes basic responsibility for food service personnel in all kitchen positions with emphasis on advertising vs. publicity, job analysis, description specifications, and duty list as related to recruiting and hiring process. Covers application, interview techniques, training, and hiring process. Incorporates preparation of menus for different styles of food service concept establishments.

CUA 120 Wines & Spirits
2 Credit Hours • 45 Contact Hours (Lecture/Lab Combination)
Enables students to examine types of beverages and equipment including wines, beers, spirits, bar equipment, and staffing. Covers profitability, marketing, federal and local laws, and service. Focuses on the history of making and processing wines, spirits, and beers.

CUA 125 Introduction to Foods
4 Credit Hours • 90 Contact Hours (Lecture/Lab Combination)
Prerequisite: CUA 100, CUA 101
Provides students with the fundamental principles and practices of a commercial kitchen, including safety and sanitation applications, use and care of equipment, tools, utensils and knives, recipe use and conversion, organization of work, and basic cooking methods. Focuses on the fundamental principles and production of stocks, soups, sauces, gravies, and thickening agents. Principles of cold food and non-alcoholic beverage preparation and production in a commercial kitchen. Basic cold food decorative work such as fruit and vegetable garnishes and carvings, terrines, and hors d'oeuvres. Emphasizes the effects of seasonings and cooking methods of vegetable products and basic hot food preparation. Students prepare breakfast orders similar to those ordered in restaurants with egg cookery and dairy products emphasized.

CUA 127 Soups, Sauces, & Consommés
3 Credit Hours • 67.5 Contact Hours (Lecture/Lab Combination)
Prerequisite: CUA 100, CUA 101, CUA 125
Covers the preparation of the five mother sauces and small-derived sauces. Enables students to prepare stocks, consommés, emulsified sauces, clear soups, pureed soups, chowders, national, and cream soups in a commercial kitchen. Introduces gravies and sauce garnishing.

CUA 129 Center of the Plate
4 Credit Hours • 90 Contact Hours (Lecture/Lab Combination)
Prerequisite: CUA 100, CUA 101, CUA 125
Enables the student to plan and prepare a variety of complete meals in a commercial kitchen, focusing on center of the plate entrees including meat, poultry, seafood and vegetarian items. Meat, poultry and seafood handling and preparation, including basic forms and cuts, principles used for selecting products and appropriate cooking methods are emphasized. Vegetarian entrees are also covered, including methods for preparation and cooking of various types of potatoes, rice, legumes, pastas, casseroles and grain products with special attention given to complimentary proteins.

CUA 136 Bartending
2 Credit Hours • 45 Contact Hours (Lecture/Lab Combination)
Prerequisites: CUA 100, CUA 101
Prepares students for the preparation and service of alcoholic beverages. Focuses on mixology procedures, wine and champagne service, purchasing and storage procedures, cost controls, customer relations, legal responsibilities of lounge operations and ServSafe alcohol practices.

CUA 145 Introduction to Baking
4 Credit Hours • 90 Contact Hours (Lecture/Lab Combination)
Prerequisite: CUA 100, CUA 101
Provides the student with the fundamentals of baking terminology, principles of baking, and the characteristics of the functions of the main ingredients that is used in bakery production. Orients student to use commercial equipment, tools,

and provides the student with the fundamentals of basic yeast-raised production and quick breads, white bread, rolls, variety grain breads, specialty breads, sweet yeast-raised products, and quick bread, fundamentals of basic cake, pie, pastry, and cookie production. Enables the student to produce a variety of cakes, pies, pastries, cookies, and assorted dessert items in a commercial kitchen.

CUA 150 Baking: Decorating & Presentation
3 Credit Hours • 67.5 Contact Hours (Lecture/Lab Combination)
Prerequisite: CUA 145
Examines the preparation and production of cakes, pastries, different styles of decorating, commercial equipment, and types of products used for decoration. Covers the use of plate painting, national products, and designing show pieces.

CUA 151 Baking: Intermediate Bread Preparation
3 Credit Hours • 67.5 Contact Hours (Lecture/Lab Combination)
Prerequisite: CUA 145
Focuses on preparation of types of bread products including French, rye, wheat, brioche, and croissants. Enables the student to demonstrate different styles of presentation including rolling, braiding, cloverleaf, parker-house, single knot, butter-flake, comb, and wreath shape. Examines production steps, ingredients, and equipment that apply to course training.

CUA 152 Individual Fancy Dessert Production
3 Credit Hours • 67.5 Contact Hours (Lecture/Lab Combination)
Prerequisite: CUA 145
Focuses on the preparation and decoration of individual dessert items. Covers the preparation of cream horns, napoleons, éclairs, cream puffs, marzipan fruits, marzipan sculptures, tarts, flambéed desserts, international desserts, pastry shells, pulled sugar, spun sugar, and individual chocolate decorations. Students research and locate dessert menus/recipes to be used in lab production.

CUA 153 Confectionaries & Petit Fours
3 Credit Hours • 67.5 Contact Hours (Lecture/Lab Combination)
Prerequisite: CUA 145
Introduces the art of confections, individual chocolates and petit four cakes production and presentation. Students will learn proper candy production including high altitude preparation, use of chocolate molds, poured candies, centers, taffy, brittle, flavored chocolates, hard rock candies, and various petit fours and garnishes.

CUA 154 Introduction to the Business of Catering
3 Credit Hours • 67.5 Contact Hours (Lecture/Lab Combination)
Prerequisites: CUA 100, CUA 101
Provides students with an overview of the catering industry. Special attention will be given to catering from a customer's perspective. Students completing this course should be able to plan and implement a variety of catering functions. Included in the course will be some experiential learning opportunities as a result of participation in actual college catered functions on campus.

CUA 156 Nutrition for the Hospitality Professional
3 Credit Hours • 45 Contact Hours (Lecture)
Provides students with the fundamentals of human nutrition. Focuses on the nutritional needs of humans throughout their life cycle as well as those with special dietary needs. Students may take a nationally recognized test from the Educational Foundation of the National Restaurant Association.

CUA 157 Menu Planning
3 Credit Hours • 45 Contact Hours (Lecture)
Introduces the student to planning menus and integrating them into foodservice operations. Equips the student with a working knowledge of the function, mechanics, and results achieved by the menu. Provides an overview of the existing and growing foodservice industry as seen through the menu.

CUA 161 Advanced Cake Decorating – Wedding Cakes
2 Credit Hours • 45 Contact Hours (Lecture/Lab Combination)
Prerequisite: CUA 150
Demonstrates a variety of wedding cake decorating techniques. We will learn to work with gum paste, rolled fondant, royal icing. Student will complete a two-tier wedding cake.

CUA 190 Dining Room Management
4 Credit Hours • 90 Contact Hours (Lecture/Lab Combination)
Focuses on service related skills and knowledge used in the foodservice industry. Enables the student, through a laboratory setting, to practice skills and acquire the knowledge of "front of the house" operations common to dining rooms in the industry. Includes table setting, side work, serving customers, operating a Point-of-Sale system, hosting and supervising dining room personnel. At the completion of the class, students are able to supervise the operation of a sit-down dining operation. Meets a minimum of 90 hours.

CUA 210 Advanced Cuisine & Gardé Manger
4 Credit Hours • 90 Contact Hours (Lecture/Lab Combination)
Prerequisite: CUA 129
Focuses on the preparation of food display items for buffets and banquets such as fancy garnishes, fruit and vegetable carvings, canapés, party trays, etc. Includes pates, galantines, terrines, and choud froid items. Incorporates creation of food artistry show pieces meeting competition guidelines developed by the American Culinary Federation. Covers the preparation of a regional, ethnic, or cultural culinary presentation based upon personal research.

CUA 233 Advanced Line Prep & Cookery
4 Credit Hours • 90 Contact Hours (Lecture/Lab Combination)
Prerequisite: CUA 129
Focuses on preparation of complete meals to order. Emphasizes cooking center of the plate items such as meat, fish, seafood, and poultry as well as accompaniment foods such as starches and vegetables. Enables the student to prepare sauces, entrée salads, edible garnishes, and meals determined by the menu prepared for a dining room setting. Emphasizes line supervisor, sauté cook, pantry cook, cook's helper, and runner responsibilities.

CUA 236 Advanced Baking
2 Credit Hours • 45 Contact Hours (Lecture/Lab Combination)
Prerequisite: CUA 151, CUA 161
Provides students the opportunity to refine their baking skills in the areas of desserts, yeast breads, garnishing, and presentation of baked products. Enables the student to bake, garnish and present a variety of baked goods. These products are prepared and displayed for the public in various locations in the college.

CUA 245 International Cuisine
2 Credit Hours • 45 Contact Hours (Lecture/Lab Combination)
Prerequisite: CUA 127, CUA 129
Introduces full meal preparation of non-traditional international cuisine. Ethnic ingredients and meals from India, Thailand, Greece, Morocco, Africa, South America and Ecuador will be introduced.

CUA 255 Supervision in the Hospitality Industry
3 Credit Hours • 45 Contact Hours (Lecture)
Prerequisite: CUA 105
Provides the current/future foodservice operator, manager, or supervisor with a solid foundation for developing communication skills, planning and decision-making skills, and skills for creating a goal-oriented environment utilizing management principles in the selection, training, evaluating, delegating, motivating, rewarding, and disciplining employees. Stresses skills for success through people development.

CUA 256 Marketing in the Hospitality Industry
3 Credit Hours • 45 Contact Hours (Lecture)
Prerequisite: CUA 105
Involves the student in a study of foodservice marketing including marketing planning, use of marketing information in the foodservice operation, marketing research, understanding foodservice customers, advertising and promotion, hospitality group sales, and menu design and pricing strategies. At the conclusion of this course, the student will take a nationally recognized test and receive a certificate from the Education Foundation of the National Restaurant Association.

CUA 261 Cost Controls
3 Credit Hours • 45 Contact Hours (Lecture)
Prerequisite: CUA 105
Provides students with the opportunity to learn the types of costs usually found in the food service industry. Students will learn to apply control techniques to a variety of costs and sales. They will also learn to interpret a variety of financial reports which reflect the relationship between costs and income. Students may take the national Cost Controls test from the National Restaurant Association Education Foundation. If they pass the test with 75 percent or higher, they will receive a national certificate for the course.

CUA 262 Purchasing for the Hospitality Industry
3 Credit Hours • 45 Contact Hours (Lecture)
Prerequisite: CUA 105
Emphasizes controlling costs as applied to the selection and procurement of food and supply items. Covers selection and procurement of food and supplies, supplier selection, and distribution systems including the forces affecting them. Students will take a nationally recognized test and may receive a certificate from the Education Foundation, the educational arm of the National Restaurant Association.

CUA 263 Legal Aspects of Hospitality Management
3 Credit Hours • 45 Contact Hours (Lecture)
Prerequisite: CUA 105
Provides the student with an overview of legal subjects relevant to foodservice. Covers Federal, State, and Local regulations, patron civil rights, liability and safety, laws relating to employment, security, contracts, property rights, franchising, bankruptcy and reorganization, court system and out-of-court settlements, and choosing and managing an attorney.

CUA 281 Internship
4 Credit Hours • 180 Contact Hours (Internship)
Prerequisite: CUA 127
Places students in an actual work situation where they participate in the operation of a foodservice establishment. Hours of work are arranged by the site supervisor and the intern. The number of hours required are determined by the number of credits the course carries.

Dance Courses

DAN 105 Hip Hop Dance
1 Credit Hour • 30 Contact Hours (Lab)
Consists of basic traditional jazz and ballet movements. Warm-up exercises will include body toning and stretching. Students will learn diagonal step combinations leading to hip-hop dance routines.

DAN 106 Hip Hop Dance II
1 Credit Hour • 30 Contact Hours (Lab)
Includes traditional jazz, ballet and street dancing techniques as well as warm-up exercises such as body toning and stretching. Students will learn diagonal and center step combinations leading to hip-hop dance routines.

DAN 111 Modern Dance I
1 Credit Hour • 30 Contact Hours (Lab)
Introduces basic concepts and skills of modern dance. Focuses on technique work to increase strength, flexibility, endurance, coordination, rhythm, and spatial awareness. Explores dance as a tool for communication and dance as an art form.

DAN 112 Modern Dance II
2 Credit Hours • 60 Contact Hours (Lab)
Includes a more in-depth study of modern dance concepts as well as more specific techniques of modern dance choreography. Focuses on more advanced technique work and more emphasis on improvisation.

DAN 113 Modern Dance III
2 Credit Hours • 60 Contact Hours (Lab)
Builds on the skills learned in DAN 112 with more advanced technique work. Enables students to increase knowledge of specific modern choreographers' techniques and develop more experience with movement improvisation.

DAN 114 Modern Dance IV
2 Credit Hours • 60 Contact Hours (Lab)
Teaches a variety of modern dance techniques and experimentation with movement styles. Attention is placed on the performance elements of dance technique. This intermediate/advanced modern dance class is designed to challenge a dance student.

DAN 117 Salsa I
1 Credit Hour • 30 Contact Hours (Lab)
Introduces the beginning dancer to popular Salsa steps and dance combinations. This course includes basic partnering concepts and techniques. Dancers will explore rhythm, proper body alignment and music recognition. A partner is not required for this course.

DAN 121 Jazz I
1 Credit Hour • 30 Contact Hours (Lab)
Introduces the basic techniques and vocabulary of jazz dance and the basic elements of dance. Focuses on movement oriented dance, comprised of warm-up exercises, center combinations, traveling combinations, and cool down.

DAN 122 Jazz II
2 Credit Hours • 60 Contact Hours (Lab)
Continues Jazz I with an increased knowledge of jazz dance. Enables the student to work at an intermediate level with a basic understanding of body alignment, balance, and musicality.

DAN 123 Jazz III
2 Credit Hours • 60 Contact Hours (Lab)
Builds on skills learned in DAN 122 and incorporates work at an intermediate/advanced level. Expands on jazz dance technique through more challenging movement combinations. Requires knowledge of the learned basics in dance.

DAN 124 Jazz IV
2 Credit Hours • 60 Contact Hours (Lab)
Builds on skills learned in DAN 123 and incorporates work at a more advanced level. Emphasizes more challenging movement combinations and performance techniques.

DAN 125 History of Dance I: AH1
3 Credit Hours • 45 Contact Hours (Lecture)
Prerequisite: ENG 090
Introduces the history of dance as a theatre or performing art. Examines dance from Classical Greece through the Renaissance, including court and classical ballet to modern dance with African and Caribbean influences.

DAN 129 Introduction to Dance
1 Credit Hour • 30 Contact Hours (Lab)
Introduces the art of dance and movement expression from a variety of viewpoints: historical, cultural, aesthetic, critical, and

creative. Examines the art and craft of dance as an expression of culture and community while exploring personal expression, imagery, dance techniques, and performance qualities.

DAN 130 Dance Sampler
1 Credit Hour • 30 Contact Hours (Lab)
Introduces the beginning dancer to popular dances through a social dance sampler in Salsa, Swing, and Country Western Dance technique, footwork, body posturing, rhythms, and dance floor etiquette. Examines a variety of dances such as Salsa's Mambo, Cha-Cha, and Rumba; Swing's Lindy Hop (jitterbug); and Country Western's Two Step, Cowboy Waltz, Cotton-Eyed Joe, and various Country Western line dances.

DAN 131 Ballet I
1 Credit Hour • 30 Contact Hours (Lab)
Introduces the basic techniques of ballet, which are built upon knowledge of ballet terminology, fundamental exercises, and the basic elements of dance. Focuses on movement-oriented dance, comprised of stretching, barre warm-up exercises, simple terre-à-terre and jumping steps, and basic extended positions.

DAN 132 Ballet II
2 Credit Hours • 60 Contact Hours (Lab)
Continues Ballet I and emphasizes ballet terminology, fundamental exercises, and the basic elements of dance. Focuses on an intermediate level within the basic structure of the ballet class.

DAN 133 Ballet III
2 Credit Hours • 60 Contact Hours (Lab)
Builds on Ballet II at an intermediate/advanced level. Continues learning within the basic structure of a ballet class while increasing the level of skills through more experience with challenging movement combinations.

DAN 134 Ballet IV
2 Credit Hours • 60 Contact Hours (Lab)
Consists of traditional and contemporary ballet technique with focus on correct body alignment and kinesiology for an increased physical performance. This is not a pointe class.

DAN 141 Ballroom Dance
1 Credit Hour • 30 Contact Hours (Lab)
Introduces the basic terminology, techniques, and routines of several dances from a specific country or region. Focuses on the music, costumes, and customs related to the dances of study. Partners are not required.

DAN 142 Ballroom Dance II
1 Credit Hour • 30 Contact Hours (Lab)
Continues DAN 141 with focus on regional dances, customs, and rhythms. Partners are not required.

DAN 143 Tap I
1 Credit Hour • 30 Contact Hours (Lab)
Introduces basic tap dance movements and techniques. The shuffle, ball change, brush, flap heel drop, stomp, and stamp step are covered.

DAN 144 Tap II
1 Credit Hour • 30 Contact Hours (Lab)
Prerequisite: DAN 143
Continues with the concepts introduced in Tap I including more advanced versions of time steps, drawbacks, and bomber shays. Introduces wings and syncopated pull-backs. Focuses on intricate rhythm patterns.

DAN 151 Belly Dance I
1 Credit Hour • 30 Contact Hours (Lab)
Presents belly dance - the oldest dance form known to humankind and a celebration of life! Emphasizes developing balance and enables the student to perform a belly dance and learn the history of belly dance and costuming techniques.

DAN 152 Belly Dance II
1 Credit Hour • 30 Contact Hours (Lab)
Continues Belly Dance I (DAN 151) with emphasis on coordination and balance and additional techniques. Includes costume design.

DAN 161 African Dance I
1 Credit Hour • 30 Contact Hours (Lab)
Learning traditional dances, rhythms ad songs from Guinea West African and surrounding areas should be expected. Students will explore the functions of these dances in relation to contemporary culture. Class warm-up includes working on core strength, flexibility, stamina and rhythmic sensibility. Clothing for the class should be loose. Students may wear a lappa (cloth wrapped around the waist). All dancing is performed barefoot.

DAN 211 Dance Composition
3 Credit Hours • 75 Contact Hours (15 Lecture, 60 Lab)
Focuses on principles of choreography and development of individual expressive style.

DAN 221 Dance Performance I
2 Credit Hours • 60 Contact Hours (Lab)
Note: Must have faculty consent through audition
Enables students to rehearse and perform dances for community concerts after selection through audition. Covers warm-up/advanced technique, rehearsals, and cool down in a dance company atmosphere. Focuses on choreography for original ballet, modern dance, and jazz dance works.

DAN 222 Dance Performance II
2 Credit Hours • 60 Contact Hours (Lab)
Prerequisite: DAN 221
Continues Dance Performance class offering more opportunities for students to perform in different settings.

DAN 224 Dance for Musical Theatre I
3 Credit Hours • 75 Contact Hours (15 Lecture, 60 Lab)
Introduces students to dance within the context of musical theatre. Enables the student to practice non-verbal communication and expressive movement techniques.

DAN 225 Dance for Musical Theatre II
3 Credit Hours • 75 Contact Hours (15 Lecture, 60 Lab)
Prerequisite: DAN 224
Continues DAN 224 with more emphasis on performance.

DAN 226 Pointe
1 Credit Hour • 30 Contact Hours (Lab)
Note: Must have Instructor permission
Emphasizes elementary pointe technique. Most work will be done at the barre stressing the muscular development of the foot, which is necessary before more advanced work can be undertaken.

DAN 227 Pointe II
1 Credit Hour • 30 Contact Hours (Lab)
Note: Must have Instructor permission
Offers a continuation of DAN 226 Pointe I, with emphasis on barre work to strengthen the foot and ankle. Students will gain knowledge and skill leading to the intermediate level.

DAN 231 Jazz Dance Performance I
2 Credit Hours • 60 Contact Hours (Lab)
Enables students to rehearse and perform in a pre-professional jazz dance company setting. Students will rehearse and perform a myriad of jazz dance pieces during the course. Students will perform a minimum of once a semester in a concert setting.

DAN 251 Belly Dance III
1 Credit Hour • 30 Contact Hours (Lab)
Continues Belly Dance II (DAN 152) with emphasis on coordination and balance and additional techniques. Includes costume design, fitness, and the emphasis of learning advanced dance techniques to perform professionally.

DAN 253 Belly Dance Performance I
1 Credit Hour • 30 Contact Hours (Lab)
Enables students to participate through rehearsal and performance in a pre-professional Belly Dance performance ensemble. The course will cover the cultural component of belly dance, the business of being a professional belly dance performer in addition to learning various styles of belly dance. Students will perform in various venues including a formal concert setting.

Deaf Prep Courses

DEP 011 Deaf Prep American Sign Language I
3 Credit Hours • 67.5 Contact Hours (Lecture/Lab Combination)
Allows the student to study the Deaf culture. Focuses on discussion of experiences of the Deaf or hard of hearing person while growing up. Covers the values, traditions, and norms of both Deaf and hearing people.

DEP 012 Deaf Prep American Sign Language II
3 Credit Hours • 67.5 Contact Hours (Lecture/Lab Combination)
Discusses diversity of Deaf people in general. Examines the lives of Deaf people from past and present. Enables the student to compare people from different countries and their sign languages. Incorporates volunteer time at one of the Deaf centers.

DEP 013 Deaf Prep American Sign Language III
3 Credit Hours • 67.5 Contact Hours (Lecture/Lab Combination)
Focuses on expressive skills development. Involves students in activities that require observing different Deaf actors and poets. Enables the student to develop skills to act or tell stories in ASL to several kinds of audiences.

DEP 014 Deaf Prep American Sign Language IV
3 Credit Hours • 67.5 Contact Hours (Lecture/Lab Combination)
Allows the Deaf students to study their own language in depth. Involves analyzing different components of ASL grammar and developing the understanding of each component and its functions. Emphasizes improving and maintaining their signing skills.

DEP 021 Deaf Prep Critical Thinking I
2 Credit Hours • 45 Contact Hours (Lecture/Lab Combination)
Serves as the first course in a sequence for students enrolled in the Deaf Prep Program and is taught in American Sign Language. It is remedial in nature and targets Deaf students who are not academically ready for developmental classes. Focuses on Feuerstein Instrumental Enrichment program as well as other activities, games, and projects. Is highly individualized and assignments vary according to student's understanding and progress.

DEP 022 Deaf Prep Critical Thinking II
2 Credit Hours • 45 Contact Hours (Lecture/Lab Combination)
Serves as the second course for students enrolled in the Deaf Prep Program and is taught in American Sign Language. Is remedial in nature and targets Deaf students who are not academically ready for developmental classes. Focuses on Feuerstein Instrumental Enrichment program as well as other activities, games, and projects. Is highly individualized and assignments vary according to student's understanding and progress.

DEP 023 Deaf Prep Critical Thinking III
2 Credit Hours • 45 Contact Hours (Lecture/Lab Combination)
Serves as the third course in the sequence and is taught in American Sign Language. Is remedial in nature and targets Deaf students who are not academically ready for developmental classes. Focuses on Feuerstein Instrumental Enrichment program as well as other activities, games, and projects. Is highly individualized and assignments vary according to student's understanding and progress.

DEP 024 Deaf Prep Critical Thinking IV
2 Credit Hours • 45 Contact Hours (Lecture/Lab Combination)
Serves as the fourth course in a sequence and is taught in American Sign Language. Is remedial in nature and targets Deaf students who are not academically ready for developmental classes. Focuses on Feuerstein Instrumental Enrichment program as well as other activities, games, and projects. Is highly individualized and assignments vary according to student's understanding and progress.

DEP 031 Deaf Prep English I
5 Credit Hours • 112.5 Contact Hours (Lecture/Lab Combination)
Serves as the first in a sequence for students enrolled in the Deaf Prep Program and is taught in American Sign Language. Is remedial in nature and targets Deaf students who are not academically ready for developmental classes. Includes reading and writing of English and comparison of English and ASL. Placement is based upon students' abilities and needs and the results of pretesting. Incorporates highly individualized activities, projects, and assignments.

DEP 032 Deaf Prep English II
5 Credit Hours • 112.5 Contact Hours (Lecture/Lab Combination)
Serves as the second in a sequence for students enrolled in the Deaf Prep Program and is taught in American Sign Language. Is remedial in nature and it targets Deaf students who are not academically ready for developmental classes. Includes reading and writing of English and comparison of English and ASL. Placement is based upon students' abilities and needs and the results of pretesting. Incorporates highly individualized activities, projects, and assignments.

DEP 033 Deaf Prep English III
5 Credit Hours • 112.5 Contact Hours (Lecture/Lab Combination)
Serves as the third in a sequence for students enrolled in the Deaf Prep Program and is taught in American Sign Language. Is remedial in nature and targets Deaf students who are not academically ready for developmental classes. Includes reading and writing of English and comparison of English and ASL. Placement is based upon students' abilities and needs and the results of pretesting. Incorporates highly individualized activities, projects, and assignments.

DEP 034 Deaf Prep English IV
5 Credit Hours • 112.5 Contact Hours (Lecture/Lab Combination)
Serves as the fourth in a sequence for students enrolled in the Deaf Prep Program and is taught in American Sign Language. Is remedial in nature and targets Deaf students who are not academically ready for developmental classes. Includes reading and writing of English and comparison of English and ASL. Placement is based upon students' abilities and needs and the results of pretesting. Incorporates highly individualized activities, projects, and assignments.

DEP 041 Deaf Prep Math I
3 Credit Hours • 67.5 Contact Hours (Lecture/Lab Combination)
Serves as the first in a sequence for students enrolled in the Deaf Prep Program and is taught in American Sign Language. Is remedial in nature and targets Deaf students who are not academically ready for developmental classes. Includes whole number arithmetic as well as operations with fractions and decimals. Placement is based upon students' abilities and needs and the results of pretesting. Incorporates highly individualized activities, projects, and assignments.

DEP 042 Deaf Prep Math II
3 Credit Hours • 67.5 Contact Hours (Lecture/Lab Combination)
Serves as the second in a sequence for students enrolled in the Deaf Prep Program and is taught in American Sign Language. Is remedial in nature and targets Deaf students who are not academically ready for developmental classes. Includes whole number arithmetic as well as operations with fractions and decimals. Placement is based upon students' abilities and needs

and the results of pretesting. Incorporates highly individualized activities, projects, and assignments.

DEP 043 Deaf Prep Math III
3 Credit Hours • 67.5 Contact Hours (Lecture/Lab Combination)
Serves as the third in a sequence for students enrolled in the Deaf Prep Program and is taught in American Sign Language. Is remedial in nature and targets Deaf students who are not academically ready for developmental classes. Includes whole number arithmetic as well as operations with fractions and decimals. Placement is based upon students' abilities and needs and the results of pretesting. Incorporates highly individualized activities, projects, and assignments.

DEP 044 Deaf Prep Math IV
3 Credit Hours • 67.5 Contact Hours (Lecture/Lab Combination)
Serves as the fourth in a sequence for students enrolled in the Deaf Prep Program and is taught in American Sign Language. Is remedial in nature and targets Deaf students who are not academically ready for developmental classes. Includes whole number arithmetic as well as operations with fractions and decimals. Placement is based upon students' abilities and needs and the results of pretesting. Incorporates highly individualized activities, projects, and assignments.

DEP 051 Deaf Prep Resource Management I
2 Credit Hours • 45 Contact Hours (Lecture/Lab Combination)
Serves as the first in a sequence for students enrolled in the Deaf Prep Program and is taught in American Sign Language. Is remedial in nature and targets Deaf students who need to improve their life skills. Enables the student to recognize and utilize resources within themselves, their close relationships, their communities, and their world. Class activities may include field trips, guest lecturers, and special projects. These classes are highly individualized and assignments vary according to students' understanding and progress.

DEP 052 Deaf Prep Resource Management II
2 Credit Hours • 45 Contact Hours (Lecture/Lab Combination)
Serves as the second in a sequence for students enrolled in the Deaf Prep Program and is taught in American Sign Language. Is remedial in nature and targets Deaf students who need to improve their life skills. Enables the student to recognize and utilize resources within themselves, their close relationships, their communities, and their world. Class activities may include field trips, guest lecturers, and special projects. These classes are highly individualized and assignments vary according to students' understanding and progress.

DEP 053 Deaf Prep Resource Management III
2 Credit Hours • 45 Contact Hours (Lecture/Lab Combination)
Serves as the third in a sequence for students enrolled in the Deaf Prep Program and is taught in American Sign Language. Is remedial in nature and targets Deaf students who need to improve their life skills. Enables the student to recognize and utilize resources within themselves, their close relationships, their communities, and their world. Class activities may include field trips, guest lecturers, and special projects. These classes are highly individualized and assignments vary according to students' understanding and progress.

DEP 054 Deaf Prep Resource Management IV
2 Credit Hours • 45 Contact Hours (Lecture/Lab Combination)
Serves as the fourth in a sequence for students enrolled in the Deaf Prep Program and is taught in American Sign Language. Is remedial in nature and targets Deaf students who need to improve their life skills. Enables the student to recognize and utilize resources within themselves, their close relationships, their communities, and their world. Class activities may include field trips, guest lecturers, and special projects. These classes are highly individualized and assignments vary according to students' understanding and progress.

DEP 061 Deaf Prep Study Skills I
2 Credit Hours • 45 Contact Hours (Lecture/Lab Combination)
Allows students to develop their skills in goal setting, time management, and test taking. Addresses effectiveness of proper school tools, attitudes, and behaviors. Develops awareness of the availability of college resources such as interpreters, note takers, mentors, libraries, tutoring centers, and computer labs.

DEP 062 Deaf Prep Study Skills II
2 Credit Hours • 45 Contact Hours (Lecture/Lab Combination)
Allows students to develop their skills in goal setting, time management, and test taking. Addresses effectiveness of proper school tools, attitudes, and behaviors. Develops awareness of the availability of college resources such as interpreters, note takers, mentors, libraries, tutoring centers, and computer labs.

Dental Assisting Courses

DEA 102 Principles of Clinical Practice
3 Credit Hours • 60 Contact Hours (15 Lecture, 45 Lecture/Lab Combination)
Note: May be taken concurrently with DEA 120 and DEA 121
Includes techniques used in four handed dentistry, instrument identification, and armamentarium for tray set-ups. Covers sterilization and aseptic procedures.

DEA 104 Specialties in Dentistry
2 Credit Hours • 37.5 Contact Hours (15 Lecture, 22.5 Lecture/Lab Combination)
Prerequisite: DEA 102 or concurrent enrollment
Note: May be taken concurrently with DEA 102, DEA 120, and DEA 121
Focuses on armamentarium of specific tray set-ups for periodontics, endodontics, and fixed and removable prosthodontics. Examines pediatric dentistry, oral surgery, and implants. Includes diagnosis, treatment, and the dental assistant's role in each specialty.

DEA 111 Dental Office Management
2 Credit Hours • 45 Contact Hours (Lecture/Lab Combination)
Prerequisite: DEA 102, DEA 104, DEA 120, DEA 121, DEA 123, DEA 125, DEA 126
Note: May be taken concurrently with DEA 122, DEA 124, DEA 131, DEA 132, DEA 134
Includes office management and clerical practices, scheduling appointments, completing daily records, insurance and tax forms, bookkeeping and recall systems, and ordering supplies.

DEA 120 Introduction to Dental Practices
1 Credit Hour • 15 Contact Hours (Lecture)
Note: May be taken concurrently with DEA 121
Includes roles and responsibilities of the dental health team; educational background for the various specialties including general practitioner, hygienist, dental assistant; history, legal implications, ethical responsibilities and the role of professional organizations.

DEA 121 Dental Science I
3 Credit Hours • 45 Contact Hours (Lecture)
Note: May be taken concurrently with DEA 120
Includes fundamentals of the oral structures as they apply to oral histology, embryology, morphology, pathology, dental anatomy, and dental charting.

DEA 122 Dental Science II
3 Credit Hours • 45 Contact Hours (Lecture)
Prerequisite: DEA 120 or DEA 121
Includes survey of human anatomy and physiology, the structure of the head and neck as applied to dental assisting, the function of the maxilla and mandible, processes, foramen, sutures, and major nerve and blood supply.

DEA 123 Dental Materials I
3 Credit Hours • 60 Contact Hours (15 Lecture, 45 Lecture/Lab Combination)
Note: May be taken concurrently with DEA 120, DEA 121
Includes fundamentals of dental materials as they apply to clinical and laboratory applications.

DEA 124 Dental Materials II
3 Credit Hours • 60 Contact Hours (15 Lecture, 45 Lecture/Lab Combination)
Prerequisite: DEA 120, DEA 121, DEA 123
Includes type, compositions, and uses of elastomeric impression materials and the fabrication of custom impression trays and temporary crowns.

DEA 125 Dental Radiography
3 Credit Hours • 60 Contact Hours (15 Lecture, 45 Lecture/Lab Combination)
Prerequisite: DEA 121 or concurrent enrollment
Note: May be taken concurrently with DEA 120
Focuses on the science of radiography, the application of radiographic techniques, and aseptic techniques.

DEA 126 Infection Control
3 Credit Hours • 60 Contact Hours (15 Lecture, 45 Lecture/Lab Combination)
Note: May be taken concurrently with DEA 120, DEA 121
Includes basic information concerning infection and disease transmission in the dental office. Emphasizes knowledge of microorganisms, with an emphasis on aseptic techniques, sterilization, and hazardous communication management.

DEA 131 Advanced Dental Radiography
3 Credit Hours • 60 Contact Hours (15 Lecture, 45 Lecture/Lab Combination)
Prerequisite: DEA 120, DEA 121, DEA 125
Includes theory and techniques of exposing intra-oral and extra-oral radiographs on adults, children, edentulous, and special needs patients. Covers dental anatomy radiographic interpretation and aseptic techniques. Enables the student to expose radiographs on the x-ray mannequin and patients. Students must be a minimum of eighteen years of age.

DEA 132 Medical Emergencies in the Dental Office
2 Credit Hours • 37.5 Contact Hours (15 Lecture, 22.5 Lecture/Lab Combination)
Prerequisite: DEA 102, DEA 120, DEA 121
Includes techniques for taking and reading vital signs. Emphasizes recognition, prevention, and management of medical emergency situations in the dental office. Covers completing and updating patient health history. Addresses pharmacology.

DEA 134 Prevention & Nutrition in Dentistry
2 Credit Hours • 37.5 Contact Hours (15 Lecture, 22.5 Lecture/Lab Combination)
Prerequisite: DEA 102, DEA 120, DEA 121
Note: May be taken concurrently with DEA 122, DEA 132
Includes techniques in preventive dentistry with an emphasis on fluoride application and oral home care instruction. Includes nutrition as it applies to dental health and diet counseling. Covers techniques for coronal polishing.

DEA 140 Dental Assisting National Board Review (Elective)
1 Credit Hour • 15 Contact Hours (Lecture)
Prerequisite: DEA 102, DEA 104, DEA 111, DEA 120, DEA 121, DEA 122, DEA 123, DEA 124, DEA 125, DEA 126, DEA 131, DEA 132, DEA 134, DEA 181, or 2 years documented full time dental assisting experience
Note: May be taken concurrently with DEA 182
Focuses on a review for the Dental Assisting National Board (DANB) Examination.

DEA 181 Clinical Internship I
1 Credit Hour • 45 Contact Hours (Internship)
Prerequisite: Program coordinator consent
Includes the opportunity for clinical application of dental assisting techniques in a dental office or clinical setting as part of the American Dental Association's requirement of 300 clinical internship hours.

DEA 182 Clinical Internship II & Seminar
6 Credit Hours • 270 Contact Hours (Internship)
Prerequisite: DEA 181
Focuses on clinical practice in private or public dental offices or clinics with clinical work experience in both general dentistry and specialty fields on a rotating basis.

DEA 200 Introduction to Expanded Functions
4 Credit Hours • 90 Contact Hours (Lecture/Lab Combination)
Prerequisite: Permission of Program Coordinator. Graduate of an American Dental Association accredited dental assisting program, Certified Dental Assistant, or 2 years of documented full time dental assisting experience
Emphasizes techniques and concepts of expanded functions in dental assisting, including team management, placement and finishing of dental restorative materials, and adjunct procedures necessary to restorative dentistry.

DEA 205 Expanded Functions for the Dental Auxiliary
4 Credit Hours • 90 Contact Hours (Lecture/Lab Combination)
Prerequisite: DEA 200
Focuses on clinical application of expanded functions in dental assisting.

Diesel Power Mechanics Courses

DPM 100 Introduction to Diesel Mechanics
2 Credit Hours • 45 Contact Hours (Lecture/Lab Combination)
Note: DPM 100 must be taken concurrently with DPM 101
Focuses on the student identifying and describing the many different types of diesel powered vehicles. Emphasis is placed on being able to research information in maintenance manuals and parts manuals along with demonstration of their abilities in properly identifying and select mechanical fasteners for a particular application. Specific coverage of precision fasteners, fuels, fluids as they relate to the diesel industry.

DPM 101 Diesel Shop Orientation
2 Credit Hours • 37.5 Contact Hours (15 Lecture, 22.5 Lecture/Lab Combination)
Note: DPM 101 must be taken concurrently with DPM 100
Focuses on maintaining a safe and clean working heavy duty diesel shop. Emphasis is placed on the proper use and care for hand, electric, air and hydraulic tools safely. Covers how to clean equipment properly, to handle and dispose of hazardous materials correctly, and to apply mandated regulations. Emphasis is also placed on proper lifting equipment.

DPM 103 Diesel Engines I
4 Credit Hours • 82.5 Contact Hours (15 Lecture, 67.5 Lecture/Lab Combination)
Prerequisite: DPM 100, DPM 101
Covers the theory and operation of diesel engines with emphasis on cylinder heads and valve trains diagnosis and repair. Also introduces the cooling system's importance with diagnosis and repair. Enables students to diagnose, test, and repair cylinder heads and cooling systems on diesel engines.

DPM 105 Heavy Duty Powertrains I
3 Credit Hours • 60 Contact Hours (15 Lecture, 45 Lecture/Lab Combination)
Prerequisite: DPM 100, DPM 101
Focuses on drive axles and universal joints of heavy duty trucks and equipment. Students will cover operations, tests, removal,

inspections, and repair of heavy duty drivelines, axles, and differentials.

DPM 106 Diesel Fuel Systems
3 Credit Hours • 67.5 Contact Hours (Lecture/Lab Combination)
Prerequisite: DPM 100, DPM 101
Covers the theory of operation and repair of fuel injection systems. Provides laboratory assignments that involve disassembly, assembly, and service procedures on fuel system components.

DPM 107 Fundamentals of Four-Wheel & Front-Wheel Drive
4 Credit Hours • 82.5 Contact Hours (15 Lecture, 67.5 Lecture/Lab Combination)
Prerequisite: DPM 100, DPM 101
Focuses on the operation and repair of four wheel drive and front wheel drive systems.

DPM 121 Hydraulic Systems I
3 Credit Hours • 60 Contact Hours (15 Lecture, 45 Lecture/Lab Combination)
Prerequisite: DPM 100, DPM 101
Offers instruction on the basic fundamentals of hydraulics and their applications. Diagnosis, service, and testing along with safety are stressed within this course.

DPM 122 Hydraulic Systems II
3 Credit Hours • 60 Contact Hours (15 Lecture, 45 Lecture/Lab Combination)
Prerequisite: DPM 121
Offers instruction on the repair, replacement, measuring, and subsequent adjustments of components. Identification and repairing pumps, control valves, and cylinders is stressed within this course.

DPM 140 H/D Steering & Suspension I
3 Credit Hours • 60 Contact Hours (15 Lecture, 45 Lecture/Lab Combination)
Prerequisite: DPM 100, DPM 101
Emphasizes lecture and related lab in the diagnosis and service of Heavy Duty mechanical and air suspension systems, wheels/tires and pressure management systems.

DPM 203 Diesel Engines II
4 Credit Hours • 82.5 Contact Hours (15 Lecture, 67.5 Lecture/Lab Combination)
Prerequisite: DPM 103
Covers the theory of operation and repair of diesel engines with emphasis on the cylinder block in big bore engines. Enables students to disassemble, inspect, and reassemble engines.

DPM 205 Heavy Duty Powertrains II
3 Credit Hours • 67.5 Contact Hours (Lecture/Lab Combination)
Prerequisite: DPM 100, DPM 101
Teaches students to diagnosis clutch and transmission problems. Focuses on clutch, transmission, additional assembly operation, testing, and repairing. Students will learn removal, rebuilding, inspection, repairing, and replacement of all components. Covers electrical systems on transmissions and related assemblies.

DPM 206 Heavy Duty Brakes I
3 Credit Hours • 67.5 Contact Hours (Lecture/Lab Combination)
Prerequisite: DPM 100, DPM 101
Focuses on the various braking systems incorporated in heavy-duty trucks and heavy equipment. Includes a study of hydraulic brake systems and covers the diagnosis and service of the mechanical and electrical components.

DPM 207 Heavy Duty Brakes II
3 Credit Hours • 67.5 Contact Hours (Lecture/Lab Combination)
Prerequisite: DPM 206
Teaches instruction in general service and maintenance procedures for the heavy-duty truck air brake system and its related pneumatic components. Operational checks, performance testing, and verifying system compliance with regulations (FMVSS No. 121) will be discussed.

DPM 210 Diesel Air Induction
1 Credit Hour • 22.5 Contact Hours (Lecture/Lab Combination)
Prerequisite: DPM 100, DPM 101
Covers the theory of operation and repair of turbochargers, superchargers, intercoolers, and various induction systems. Examines factors regulating engine performance failure and procedures for reclaiming engine performance.

DPM 222 H/D Lighting & Instrumentation
4 Credit Hours • 82.5 Contact Hours (15 Lecture, 67.5 Lecture/Lab Combination)
Prerequisite: DPM 100, DPM 101
Provides students with diagnosis and repair of lighting systems found on Medium /Heavy duty trucks and equipment. Emphasis on inspecting and testing of electrical circuits, switches and interfacing through data bus with on board computers.

DPM 240 H/D Steering & Suspension II
3 Credit Hours • 60 Contact Hours (15 Lecture, 45 Lecture/Lab Combination)
Prerequisite: DPM 100, DPM 101
Emphasizes lecture and related lab in the diagnosis and service of Heavy Duty standard and air assisted steering along with chassis and frame alignment.

DPM 280 Internship
0-12 Credit Hours • 45 Contact Hours per Credit Hour (Internship)
Note: Must have Instructor permission to enroll
Provides students with the opportunity to supplement coursework with practical work experience related to their educational program. Students work under the immediate supervision of experienced personnel at the business location and with the direct guidance of the instructor.

Dietetic Technology Courses

DIT 110 The Modified Diet
3 Credit Hours • 67.5 Contact Hours (Lecture/Lab Combination)
Emphasizes the diet as a therapeutic tool in the treatment of certain diseases and conditions. Covers menu planning, calculation of exchanges, computerized nutritional analysis and development of recipes for tasteful, appealing foods for modified diets.

DIT 123 Management for Dietary Managers
4 Credit Hours • 60 Contact Hours (Lecture)
Covers the following topics: menu planning, food and supplies procurement and production, personnel supervision, human relations, staff development, financial control, operations management, sanitation and safety.

DIT 212 Nutrition Care Seminar
3 Credit Hours • 45 Contact Hours (Lecture)
Incorporates hospital clinical experience. Enables the student to make correlation between the case study and application of nutritional interventions in real life patients at the work site. Focuses on special instruction on nutritional assessment to prepare for performing similar tasks in a clinical setting. Increases awareness of textbook verses actual disease states.

DIT 215 Personnel Supervision for Food Service
3 Credit Hours • 45 Contact Hours (Lecture)
Explores methods and reasons for suitable recruiting, selecting, training, and motivating employees in the food service industry.

DIT 221 Food and Drug Interactions
3 Credit Hours • 45 Contact Hours (Lecture)
Focuses on prescription and over-the-counter drugs in common use and assesses the side effects. Addresses the nutritional ways of overcoming these side effects.

DIT 250 Food Management Seminar
3 Credit Hours • 45 Contact Hours (Lecture)
Provides an integrated systems treatment of aspects of medical food service addressed previously in individual courses.

DIT 256 Financial Management
3 Credit Hours • 45 Contact Hours (Lecture)
Exposes students to the financial operation and cost management concepts used in successful commercial food service. Emphasizes cost accounting procedures and the use of spreadsheets and other computer based programs. This course is part of the Pro Mgmt program of the Educational Foundation of the National Restaurant Association.

DIT 270 Clinical Experience: Community
2-4 Credit Hours • 30 Contact Hours per credit hour (Clinical)
Gives first-hand experience with community nutrition and the changing health care delivery systems. It provides an overview of the agencies and programs involved in community nutrition. It also addresses the significant nutrition problems facing society. The student will have an in-depth experience in one community nutrition agency. The course carries 2-4 semester credits. Students are expected to meet weekly in a seminar class in addition to their on-site work. Students receiving 4 hours credit will work 165 hours at the specified sites plus the 15 hours of seminar. Students receiving 2 hours credit will work 75 hours at their specified site plus the 15 hours of seminar. This course is part of the American Dietetic Association accredited program for the Dietetic Technician. The clinical coordinator and student work out a mutually agreeable schedule to accomplish the required hours.

DIT 271 Clinical Experience: Hospital
6 Credit Hours • 180 Contact Hours (Clinical)
Incorporates first-hand experience with health care clients in a hospital setting. Emphasizes therapeutic dietetics and the application of nutritional care to clinical cases. Provides experience in hospital policy and procedures, nutrition education in a hospital and hospital food service management. Enables the student to have the opportunity to chart and follow an individual patient in a case study. The course carries 2-4 credits. Students are expected to meet weekly in a seminar class in addition to their on-site work. Students receiving 4 hours credit will work 165 hours at the specified sites plus 15 hours of seminar. Students receiving 2 hours credit will work 75 hours at their specified site plus 15 hours of seminar. This course is part of the American Dietetic Association accredited program for the Dietetic Technician. The clinical coordinator and student work out a mutually agreeable schedule to accomplish the required hours.

DIT 272 Clinical Experience: Nursing Homes
4 Credit Hours • 120 Contact Hours (Clinical)
Incorporates first hand experience with health care clients in retirement/nursing home centers. Emphasizes the administrative side of dietetics with experiences in menu planning, food preparation, purchasing, personnel management, financial control, sanitation and safety. Includes experiences in patient care, education and charting. The course carries 2-4 credits. Students are expected to meet weekly in seminar class in addition to their on-site work. Students receiving 4 hours credit will work 165 hours at the specified sites plus a 15 hour seminar. Students receiving 2 hours credit will work 75 hours at their specified site plus 15 hour seminar. This course is part of the American Dietetic Association accredited program for the Dietetic Technician. The site coordinator and student work out a mutually agreeable schedule to accomplish the required hours.

Driving Courses

DRV 130 Preparing for CDL
2 Credit Hours • 45 Contact Hours (Lecture/Lab Combination)
Prepares students for the CDL written test with detailed study guides in conjunction with the Colorado CDL manual. Students will learn to conduct walk-around inspections and become familiar with the course layout and driving portion of the test.

DRV 132 Trucks and Trailering
2 Credit Hours • 45 Contact Hours (Lecture/Lab Combination)
Introduces students to the trucking industry, both over-the-road trucks and trailers and the operation of dump trucks used in construction and local commerce. Safe operations will be stressed, including securing loads on van, flat bed and drop bed trailers, watching for overhead hazards, backing safely, following standard fueling procedures, preventive maintenance and tire care.

DRV 134 Trucking Laws and Regulations
4 Credit Hours • 90 Contact Hours (Lecture/Lab Combination)
This class introduces students to the laws and regulations governing the operation of commercial trucks and buses, defensive driving techniques, proper operation of equipment, and safe operation of vehicles while behind the wheel.

DRV 136 Vehicle Inspection and Maintenance
3 Credit Hours • 67.5 Contact Hours (Lecture/Lab Combination)
Vehicle inspection and maintenance stresses the importance of pre-trip and post-trip inspections. Students will learn to identify and name the critical components on commercial vehicles, and to recognize problems with lubricants, fluids, tires and wheels, electrical systems, brakes, and the overall condition of the vehicle they intend to drive. This class will also prepare students to pass the pre-trip portion of the CDL driving test.

Early Childhood Education Courses

ECE 100 Pre-licensing Training for Family Child Care Providers
1 Credit Hour • 15 Contact Hours (Lecture)
Provides the educational training necessary to meet the hours and categories of training required by the Colorado Department of Human Services to open a licensed child care facility for children ages 2-12, with no more than two children under the age of two. Upon completion of 15 hours of training, in the areas listed below, the student will have met the academic training requirements of the Colorado Department of Human Services needed to open a licensed child care facility for children ages 2-12, with no more than two children under the age of two.

ECE 101 Introduction to Early Childhood Education
3 Credit Hours • 45 Contact Hours (Lecture)
Prerequisite: ENG 090 or concurrent enrollment
Provides an introduction to Early Childhood Education. Includes the eight key areas of professional knowledge: Child Growth and Development; Health, Nutrition and Safety; Developmentally Appropriate Practices; Guidance; Family and Community Relationships; Diversity; Professionalism; Administration and Supervision. Focuses on ages birth through age eight.

ECE 102 Introduction to Early Childhood Lab Techniques
3 Credit Hours • 75 Contact Hours (15 Lecture, 60 Practicum)
Prerequisite: ECE 103 or concurrent enrollment
Focuses on a classroom seminar and placement in a child care setting. The supervised placement provides the student with the opportunity to observe children, to practice appropriate interactions, and to develop effective guidance and management techniques. Addresses ages birth through age 8.

ECE 103 Guidance Strategies for Children
3 Credit Hours • 45 Contact Hours (Lecture)
Prerequisite: ENG 090 or concurrent enrollment
Explores guidance theories, applications, goals, techniques, and factors that influence expectations, classroom management issues, and prosocial skills. Addresses ages birth through age 8.

ECE 111 Infant & Toddler Theory & Practice
3 Credit Hours • 45 Contact Hours (Lecture)
Prerequisite: ENG 060 or concurrent enrollment
Presents an overview of theories, applications (including observations) and issues pertinent to infant and toddler development in group and/or family settings. Includes state requirements for licensing, health, safety, and nutrition issues.

ECE 112 Introduction to Infant/Toddler Lab Techniques
3 Credit Hours • 75 Contact Hours (15 Lecture, 60 Practicum)
Prerequisite: ECE 111 or concurrent enrollment
Includes a classroom seminar and placement in an infant and/or toddler setting. The supervised placement provides the student with the opportunity to observe, to practice appropriate interactions, and to develop effective guidance and nurturing techniques with infants and/or toddlers. Addresses ages prenatal through age 2.

ECE 113 Infant/Toddler Lab Techniques II
3 Credit Hours • 90 Contact Hours (Practicum)
Prerequisite: ECE 111, ECE 112 or concurrent enrollment
Continues ECE 112 with responsibility for planning and implementing developmentally appropriate activities and care giving.

ECE 125 Science/Math & the Young Child
3 Credit Hours • 45 Contact Hours (Lecture)
Examines theories of cognitive development as a framework for conceptualizing the way young children acquire scientific and mathematical skills, concepts, and abilities. Enables students to research and develop appropriate individual and group scientific/mathematical activities for young children.

ECE 127 Music/Movement for the Young Child
3 Credit Hours • 45 Contact Hours (Lecture)
Focuses on the purposes of incorporating music and movement into the early childhood curriculum. Through active participation with hands-on experiences, students work with the concepts of age and developmental appropriateness when designing fun activities with both subjects.

ECE 191 School Age Theory & Practice
3 Credit Hours • 45 Contact Hours (Lecture)
Prerequisite: ENG 060 or concurrent enrollment
Emphasizes processes for planning and implementing developmentally appropriate environments, materials, and experiences in school age programs, working with children ages 6 – 12 years of age. Provides expression and problem-solving skills in school age children.

ECE 192 School Age Lab Techniques
3 Credit Hours • 90 Contact Hours (Practicum)
Prerequisite: ECE 191 or concurrent enrollment
Incorporates lab experience in before/after school, summer camp, or elementary school programs. Focuses on planning and implementing developmentally appropriate curriculum for school age children. Includes assisting the supervising teacher in all activities.

ECE 205 Nutrition, Health & Safety
3 Credit Hours • 45 Contact Hours (Lecture)
Prerequisite: ENG 060 or concurrent enrollment
Focuses on nutrition, health, and safety as a key factor for optimal growth and development of young children. Includes nutrient knowledge, menu planning, food program participation, health practices, management and safety, appropriate activities, and communication with families. Addresses ages from prenatal through age 8.

ECE 209 Observing and Utilizing Young Children's Assessment Instruments
1 Credit Hour • 15 Contact Hours (Lecture)
Prerequisite: ENG 090 or concurrent enrollment
Examines the current research on the continuous practice of observing children. Incorporates practice with a variety of assessment instruments currently utilized in Colorado ECE programs.

ECE 220 Curriculum Development: Methods & Techniques
3 Credit Hours • 45 Contact Hours (Lecture)
Prerequisite: ECE 101 or concurrent enrollment
Provides an overview of early childhood curriculum development. Includes processes for planning and implementing developmentally appropriate environments, materials and experiences, and quality in early childhood programs.

ECE 225 Language & Cognition for the Young Child
3 Credit Hours • 45 Contact Hours (Lecture)
Prerequisite: PSY 238
Note: Course offered at CCC Online only
Examines theories of cognitive and language development as a framework for conceptualizing the way children acquire thinking skills. Includes observing, planning, facilitating, creative representation, and evaluating strategies within the context of play. Focuses on language, science, math, problem solving, and logical thinking. Addresses ages birth through age 8.

ECE 226 Creativity & the Young Child
3 Credit Hours • 45 Contact Hours (Lecture)
Prerequisite: ECE 101 or concurrent enrollment
Provides an emphasis on encouraging and supporting creative self-expression and problem solving skills in children. Explores creative learning theories and research. Focuses on developmentally appropriate curriculum strategies in all developmental domains. Addresses ages birth through age 8.

ECE 237 Theories & Techniques of Social & Emotional Growth
3 Credit Hours • 45 Contact Hours (Lecture)
Note: Must have faculty consent to enroll
Incorporates student specific techniques and strategies for guiding and enhancing social and emotional growth in children 0-8 years. Introduces and compares the theories and theorists underlying quality interactions and patterns of social and emotional progression.

ECE 238 Child Growth & Development
3 Credit Hours • 45 Contact Hours (Lecture)
Prerequisite: ENG 090 or concurrent enrollment
Covers the growth and development of the child from conception through the elementary school years. Emphasizes physical, cognitive, language, social and emotional domains and the concept of the whole child and how adults can provide a supportive environment. Ages addressed: prenatal through age 12. This course has an early childhood laboratory component.

ECE 240 Administration of Early Childhood Care & Education Programs
3 Credit Hours • 45 Contact Hours (Lecture)
Prerequisite: ECE 101 or concurrent enrollment
Examines Colorado‘s minimal licensing requirements, as well as optimal standards pertaining to the operation of programs for young children. Focuses on the director’s administrative skills and role as a community advocate for young children. Addresses ages birth through age 12.

ECE 241 Administration: Human Relations for Early Childhood Professions
3 Credit Hours • 45 Contact Hours (Lecture)
Prerequisite: ECE 101 or concurrent enrollment
Focuses on the human relations component of an early childhood professional's responsibilities. Includes director-staff relationships, staff development, leadership strategies, parent-professional partnerships, and community interaction.

ECE 256 Working with Parents, Families, and Community Systems
3 Credit Hours • 45 Contact Hours (Lecture)
Prerequisite: ENG 090 or concurrent enrollment
Examines attitudes and family values systems and how they affect parent-professional partnerships. Addresses communication, problem-solving and conflict resolution strategies. Plans effective activities and programs for parent involvement. Addresses ages birth through 8.

ECE 260 Exceptional Child
3 Credit Hours • 45 Contact Hours (Lecture)
Prerequisite: ENG 060 or concurrent enrollment
Presents an overview of critical elements related to educating young children with disabilities in the early childhood setting. Topics include the following: typical and atypical development, legal requirements, research based practices related to inclusion, and accommodations and adaptations. Student will learn how a disability will impact a young child's learning process. Focus of the course is on birth through age 8.

ECE 261 Exceptional Child Lab Techniques
3 Credit Hours • 90 Contact Hours (Practicum)
Prerequisite: ECE 260 or concurrent enrollment
Incorporates a supervised experience in a program serving exceptional children in an inclusive setting. Focuses on the responsibility for planning and implementing developmentally appropriate activities, supporting classroom adaptations and accommodations, practicing appropriate interactions, and developing effective guidance and nurturing techniques.

ECE 279 Seminar
1- 6 Credit Hours • 15 Contact Hours per credit (Seminar)
Note: Must have faculty consent to enroll
Provides students with an opportunity to examine aspects of early childhood education in detail.

ECE 289 Capstone: Early Childhood Education
5 Credit Hours • 150 Contact Hours (Work Experience)
Note: Must have faculty consent to enroll
Incorporates a demonstrated culmination of learning within a given program of study.

Economics Courses

ECO 201 Principles of Macroeconomics: SS1
3 Credit Hours • 45 Contact Hours (Lecture)
Prerequisite: ENG 090, MAT 045 or MAT 060
Focuses on the study of the American economy, stressing the interrelationships among household, business, and government sectors. Explores saving and investment decisions, unemployment, inflation, national income accounting, taxing and spending policies, the limits of the market and government, public choice theory, the Federal Reserve System, money and banking, and international trade.

ECO 202 Principles of Microeconomics: SS1
3 Credit Hours • 45 Contact Hours (Lecture)
Prerequisite: ENG 090, MAT 045 or MAT 060
Studies the firm, the nature of cost, and how these relate to the economy as a whole. Analyzes economic models of the consumer, perfect competition, monopoly, oligopoly, and monopolistic competition. Explores economic issues including market power, population growth, positive and negative externalities, income distribution, poverty and welfare, discrimination, and international economic interdependence.

ECO 245 Issues in Environmental Economics: SS1
3 Credit Hours • 45 Contact Hours (Lecture)
Prerequisite: ENG 090, MAT 045 or MAT 060
Introduces students to contemporary environmental issues and policies meant to reduce environmental degradation. Includes market failures, analytical tools, government pollution reduction policies for air, water, and natural environments and their effectiveness.

Education Courses

EDU 110 Overview of Special Populations for Paraeducators
3 Credit Hours • 45 Contact Hours (Lecture)
Note: A reading level of 9th grade or faculty consent is required for entry into the class.
Provides students with knowledge in the areas of laws and history of special education; roles and responsibilities of paraeducators; planning for students with disabilities; typical and non-typical developmental stages of children and youth; basic learning concepts; cognitive, communicative, physical and affective needs of students with disabilities; understanding people with disabilities; transition, job coaching; and how to teach students self-advocacy skills.

EDU 111 Communication Skills with Special Populations for Paraeducators
3 Credit Hours • 45 Contact Hours (Lecture)
Provides knowledge in areas of effective communication skills, problem solving techniques, and analyzing self as communicator.

EDU 112 Health & Safety Issues in Schools for Paraeducators
1 Credit Hour • 15 Contact Hours (Lecture)
Provides students with the knowledge in the areas of health and safety issues in schools; basic first aid and CPR procedures; and the feeding and positioning of physically challenged students.

EDU 114 Student Behavior Management for Paraeducators
3 Credit Hours • 45 Contact Hours (Lecture)
Provides students' knowledge in the areas of behavior modification; teaching appropriate behaviors; contingency contracts; observing and recording behavior; lunchroom supervision; and playground supervision.

EDU 141 Basic Instructional Techniques for Paraeducators
3 Credit Hours • 45 Contact Hours (Lecture)
Provides students with knowledge in the areas of delivering instruction; grouping students; reading with students; modifying instructional materials; using technology; and utilizing adaptive equipment.

EDU 188 Practicum I
1-6 Credit Hours • 45 Contact Hours per credit hour (Practicum)
Provides students with the opportunity to supplement coursework with practical work experience related to their educational program. Students work under the immediate supervision of experienced personnel at the education facility and with the direct guidance of the instructor.

EDU 221 Introduction to Education
3 Credit Hours • 45 Contact Hours (Lecture)
Prerequisite: ENG 121
Note: Must have concurrent field-experience component if not embedded in the class
Focuses on the historical, social, political, philosophical, cultural, and economic forces that shape the United States public school system. Includes current issues of educational reform, technology as it relates to education, and considerations related to becoming a teacher in the state of Colorado. Special interest will be paid to the topic of diversity in the K-12 school system.

EDU 234 Multicultural Education
3 Credit Hours • 45 Contact Hours (Lecture)
Focuses on the need to recognize and understand the similarities and differences among people and develop a respect for all individuals and groups. Assists teachers to recognize the special learning needs of children from different racial, ethnic, cultural and socioeconomic groups and to encourage teachers to integrate multicultural/diversity teaching into the school curriculum.

EDU 250 CTE in Colorado
1 Credit Hour • 15 Contact Hours (Lecture)
Explores common elements of American community college philosophy and current practices. It details the philosophy of Career and Technical Education (CTE), the federal Carl D. Perkins legislation and related guidelines for CTE, national and state regulatory agencies, the CCCS program approval process, enrollment management and advising strategies, relevant local and national issues, and quality assurance principles.

EDU 251 Secondary CTE Capstone
3 Credit Hours • 45 Contact Hours (Lecture)
This capstone course in the secondary CTE credentialing sequence offers an in-depth analysis of secondary career and technical student organizations and competitions, the Colorado Technical Act, working with exceptional students, creating and effectively deploying program advisory committees, and an overview of educational and political systems in Colorado. The final project is an analysis of the efficiency with which one's employing school district funds, operates and assesses CTE programs.

EDU 260 Adult Learning & Teaching
3 Credit Hours • 45 Contact Hours (Lecture)
Examines the philosophy of community colleges and the roles and responsibilities of the faculty member within the college community. Introduces basic instructional theories and applications, with particular emphasis on adult learners. Includes syllabus development, learning goals and outcomes, and lesson plans. Emphasizes teaching to a diverse student body, classroom management, assessment and instructional technology.

EDU 261 Teaching, Learning & Technology
3 Credit Hours • 45 Contact Hours (Lecture)
Prepares students to integrate technology into their teaching curriculum. Enables the student to design educational and training materials incorporating instructional technology. Explores a variety of technologies, including the computer, Internet, multimedia, graphics, audio, and text with an emphasis on increasing learning through their use. Examines combining technology with a variety of instructional methodologies.

EDU 263 Teaching & Learning Online
3 Credit Hours • 45 Contact Hours (Lecture)
Provides faculty with the knowledge and skills necessary to design, develop, and deliver courses in a distance format. Focuses on assessment and evaluation methods and methods to incorporate interactive, collaborative and expanded learning activities.

EDU 265 Instructional Design
3 Credit Hours • 45 Contact Hours (Lecture)
Prerequisite: EDU 221 or EDU 260
Introduces the student to a systematic approach to Instructional Design and the design of instruction with multimedia. Incorporates learning and instructional theory into course/training design to ensure the quality of instruction. Covers the process of goal analysis and learning needs coupled with the development of a delivery system to meet those needs. Includes the development of instructional materials and activities and the evaluation of all instruction and learner activities.

Electronics Courses

ELT 101 Survey of Electronics
3 Credit Hours • 67.5 Contact Hours (Lecture/Lab Combination)
Introduces electronics for consumers, individuals working in related fields, and those exploring Electronics Engineering Technology as a career option. Covers fundamental concepts, circuit diagrams, construction of circuits, test instruments, basic troubleshooting, and the operation of common electronic systems and circuits.

ELT 106 Fundamentals of DC/AC
3 Credit Hours • 67.5 Contact Hours (Lecture/Lab Combination)
Prerequisite: MAT 090
Introduces the basic skills needed for many careers in electronics and related fields. Covers the operations and applications of basic DC and AC circuits consisting of resistors, capacitors, inductors, transformers, and diodes. Emphasizes the use of common test instruments in troubleshooting.

ELT 107 Fundamentals of Industrial Electronics
3 Credit Hours • 67.5 Contact Hours (Lecture/Lab Combination)
Prerequisite: ELT 106
Provides a basic knowledge of generators, motors, and the solid state devices and digital techniques used for industrial control applications.

ELT 109 Quality Business Practices
1 Credit Hour • 15 Contact Hours (Lecture)
Covers current business practices designed to improve productivity and quality in the workplace. Addresses practices affecting materials and process control, as well as personnel-related issues of performance and work teams.

ELT 112 Advanced DC/AC
3 Credit Hours • 67.5 Contact Hours (Lecture/Lab Combination)
Prerequisite: ELT 106 or concurrent enrollment
Continues to build on ELT 106 and covers advanced concepts of DC-AC circuits. Includes an expanded treatment of power supplies, dual-supply rectifier circuits, and Zener diode voltage regulators. Emphasizes troubleshooting.

ELT 134 Solid State Devices I
3 Credit Hours • 67.5 Contact Hours (Lecture/Lab Combination)
Prerequisite: ELT 112
Focuses on diode and transistor studies starting with a review of semiconductor materials. Emphasizes rectifier circuits, R-C and L-C filters, limiters and peak detectors, zener regulators, Schottky diodes, varactors/veristors, LED's bipolar transistors, transistor approximation, load-lines, biasing techniques, saturation, operating point, AC models including small-signal operation, h-parameters, and data sheet understanding and interpolation.

ELT 135 Solid State Devices II
3 Credit Hours • 67.5 Contact Hours (Lecture/Lab Combination)
Prerequisite: ELT 134
Continues the study of transistors with an emphasis on application of modern devices to industrial circuits. Includes power amplifiers, Cascaded and Darlington configurations, field-effect devices, JFET's and MOSFET's, depletion and enhancement mode devices, biasing techniques, thyristors, SCR's and variations of the SCR family of devices.

ELT 147 Digital Devices I
3 Credit Hours • 67.5 Contact Hours (Lecture/Lab Combination)
Prerequisite: ELT 112
Introduces the operation and application of gates, flip-flops, counters, shift registers, encoders-decoders, and LED displays. Covers binary numbers, Boolean algebra, and troubleshooting.

ELT 148 Digital Devices II
3 Credit Hours • 67.5 Contact Hours (Lecture/Lab Combination)
Prerequisite: ELT 147
Continues ELT 147 with emphasis on the operation and application of programmable logic devices, synchronous counters, multiplexers, liquid crystal displays, ROM and RAM. Includes specifications of ICs, display multiplexing, and design and minimization of circuits. Troubleshooting is emphasized.

ELT 163 Soldering
1 Credit Hour • 22.5 Contact Hours (Lecture/Lab Combination)
Covers the theory and practice of high reliability hand soldering in the electronics field. Includes soldering practice with wire and terminal soldering as well as PCB soldering of through-hole and surface-mount devices.

ELT 215 Operational Amplifiers
3 Credit Hours • 67.5 Contact Hours (Lecture/Lab Combination)
Prerequisite: ELT 135
Focuses on a study of integrated operational amplifiers and their applications. Troubleshooting is emphasized.

ELT 248 Automation Control Circuits
3 Credit Hours • 67.5 Contact Hours (Lecture/Lab Combination)
Prerequisite: ELT 134
Introduces the fundamentals of automatic controls including process control methodologies used to regulate a system or multiple systems for the purpose of establishing and maintaining a predictable manufacturing process.

ELT 252 Motors and Controls
3 Credit Hours • 67.5 Contact Hours (Lecture/Lab Combination)
Enables the student to study, construct, test, and evaluate basic industrial control systems, including AC/DC motors, stepper motors, power sources, generators, tachometers, line diagrams and logic functions. Covers safety standards and preventive maintenance.

ELT 257 Sensors and Transducers
3 Credit Hours • 67.5 Contact Hours (Lecture/Lab Combination)
Enables the student to study, construct, test and evaluate methods of testing and controlling common industrial processes. Includes sensing systems, transducers, measurement techniques, systems interfacing, process control, and data acquisition.

ELT 258 Programmable Logic Controllers
3 Credit Hours • 67.5 Contact Hours (Lecture/Lab Combination)
Prerequisite: ELT 148
Covers the fundamentals of programmable logic controllers (PLCs) as they are applied in robotics and automation. Includes history, terminology, typical applications, hardware, and software. Incorporates lab and project activities that address operating, monitoring, programming, troubleshooting, and repairing PLC controlled lab trainers as well as actual industrial equipment.

ELT 259 Advanced Programmable Logic Controllers
3 Credit Hours • 67.5 Contact Hours (Lecture/Lab Combination)
Serves as the second in a two course sequence and covers advanced topics and applications for programmable logic controllers (PLCs) as they are applied in robotics and automation. Includes advanced programming, diagnostics, Human Machine Interfaces (HMIs), introduction to automation networking, and system integration. Incorporates lab and project activities that address designing, operating, monitoring, programming, analyzing, troubleshooting, and repairing PLC controlled lab trainers as well as actual industrial equipment.

ELT 261 Microprocessors
3 Credit Hours • 67.5 Contact Hours (Lecture/Lab Combination)
Prerequisite: ELT 147
Focuses on basic operation and applications of microprocessors. Enables the student to write machine and assembly language programs, interface microprocessors to various devices, and troubleshoot microprocessor-based systems.

ELT 263 Enhanced Microprocessor Systems
4 Credit Hours • 60 Contact Hours (Lecture)
Prerequisite: ELT 148
Focuses on microprocessor interfacing, industry standard serial and parallel interface devices, support software, development and implementation, system schematic orientation, logic analyzer, timing and measurement considerations, and troubleshooting techniques.

ELT 264 Enhanced Microprocessor Systems Lab
4 Credit Hours • 90 Contact Hours (Lecture/Lab Combination)
Prerequisite: ELT 148; ELT 263 or concurrent enrollment
Covers construction, measurement, analysis, application, and experimentation with systems developed in ELT 263.

ELT 268 Robotics Technologies
3 Credit Hours • 67.5 Contact Hours (Lecture/Lab Combination)
Introduces industrial robotics as well as a survey of the technologies and equipment used in manufacturing automation and process control. Includes axis configurations, work envelopes, programming, troubleshooting, and maintenance. Incorporates a survey of automation topics including history, computer and hardwired controls, sensors and transducers, motors and actuators, fluid power, etc. and provides a preview of the other ELT classes that cover those subjects.

ELT 280 Internship
3 Credit Hours • 135 Contact Hours (Internship)
Provides students with the opportunity to supplement coursework with practical work experience related to their educational program. Students work under the immediate supervision of experienced personnel at the business location and with the direct guidance of the instructor.

Emergency Management & Planning Courses

EMP 101 Principles of Emergency Management
3 Credit Hours • 45 Contact Hours (Lecture)
Presents a broad overview of an emergency management system and the importance of an integrated approach to managing emergencies. Enables the student to formulate the elements of an integrated teamwork system and devise specific actions for improving their own contributions to local emergency management teams. Focuses on all disciplines that work together in planning for or responding to emergencies.

EMP 105 Emergency Planning
3 Credit Hours • 45 Contact Hours (Lecture)
Introduces a specialized type of community planning that identifies local government strategies, resources and responsibilities for protecting citizens from the effects of disasters and other major emergency events. Focuses on the Emergency Operations Plan (EOP) and a jurisdiction‘s game plan for dealing with potential catastrophes resulting from natural hazards and/or human-caused hazards. Examines EOPs in detail including their history and evolution, process, recommended content, style and format, involved stakeholders, and implementation methods. Covers the context of emergency planning as it relates to long-range community planning. Addresses methods for conducting a comprehensive community hazard analysis and highlights lessons learned in recovering from a disaster.

EMP 106 Exercise Design Evaluation
3 Credit Hours • 45 Contact Hours (Lecture)
Provides knowledge and the development of skills that enable the student to train a staff and to conduct an exercise that tests a community‘s plan and its operational response capability. Enables the student to manage exercise evaluation activities before, during, and after an emergency management exercise.

EMP 107 Emergency Operations Center & Communications
3 Credit Hours • 45 Contact Hours (Lecture)
Provides the knowledge and skills to manage and operate an EOC during crisis situations. Covers aspects of properly locating and designing an EOC, how to staff, train and brief EOC personnel, and how to operate an EOC during various situations. Focuses on various aspects of information gathering and dissemination including best practices for use of computers in an EOC environment, promoting enhanced planning and better control information flow to safely and effectively make strategic response decisions.

EMP 240 Leadership & Influence
3 Credit Hours • 45 Contact Hours (Lecture)
Explores the dynamics of managing major emergency incidents, focusing on the National Incident Command System. Covers major incidents where large life, property, or economic losses are possible. Includes organization and staffing, incident and event planning/staffing, organizing a response to an incident, and incident resource management. Actual incidents are discussed and analyzed. Focuses on the experience of others in handling major emergencies and the preplanning of emergencies.

Emergency Medical Service Courses

EMS 112 Emergency Medical Dispatch
2.5 Credit Hours • 37.5 Contact Hours (Lecture)
Provides technical and practical information, skill practice, and written examination for the current or potential emergency dispatcher.

EMS 115 First Responder
3 Credit Hours • 67.5 Contact Hours (Lecture/Lab Combination)
Provides the student with core knowledge and skills to function in the capacity of a first responder arriving at the scene of an emergency, providing supportive care until advanced EMS help arrives.

EMS 121 EMT Fundamentals
3 Credit Hours • 52.5 Contact Hours (30 Lecture, 22.5 Lecture/Lab Combination)
Prerequisite: ENG 090, MAT 060
Note: EMS 121, EMS 122, EMS 123, EMS 124 and EMS 170 must be taken concurrently
Introduces the Emergency Medical Technician (EMT) student to pre-hospital emergency care. The topics included in this course are Emergency Medical Services (EMS) systems, well-being of the EMT, communications, documentation, anatomy, airway management, and patient assessment.

EMS 122 EMT Medical Emergencies
4 Credit Hours • 60 Contact Hours (Lecture)
Prerequisite: ENG 090, MAT 060
Note: EMS 121, EMS 122, EMS 123, EMS 124 and EMS 170 must be taken concurrently
Provides the Emergency Medical Technician (EMT) student with the knowledge and skills to effectively provide emergency care and transportation to a patient experiencing a medical emergency. This course focuses on the integration of the physical exam, medical history, and pathophysiology when assessing and treating the medical patient.

EMS 123 EMT Trauma Emergencies
2 Credit Hours • 30 Contact Hours (Lecture)
Prerequisite: ENG 090, MAT 060
Note: EMS 121, EMS 122, EMS 123, EMS 124 and EMS 170 must be taken concurrently
Provides the Emergency Medical Technician (EMT) student with the knowledge and skills to provide appropriate emergency care and transportation of a patient who has suffered a traumatic injury. The concepts of kinematics and the biomechanics of trauma, along with pathophysiology and injury patterns will provide the student with the ability to assess and manage the trauma patient.

EMS 124 EMT Special Considerations
2 Credit Hours • 30 Contact Hours (Lecture)
Prerequisite: ENG 090, MAT 060
Note: EMS 121, EMS 122, EMS 123, EMS 124 and EMS 170 must be taken concurrently
Provides the Emergency Medical Technician (EMT) student with the knowledge and skills required to modify the assessment, treatment, and transportation of special patient populations and patients in special circumstances. This course also provides an overview of incident command, mass casualty incidents, vehicle extrication, air medical support, hazardous materials, and terrorism.

EMS 125 EMT Basic
9 Credit Hours • 135 Contact Hours (Lecture)
Prerequisite: ENG 090, MAT 060
Note: Current Healthcare Provider level CPR card or HPR 102 or concurrent enrollment required
Enables the student after successful completion of this course to take the EMT Certification Examination subject to the requirements of the Colorado Department of Health and Environment. Includes written and practical examinations. Student must be at least 18 years of age.

EMS 126 EMT Basic Refresher
2 Credit Hours • 45 Contact Hours (Lecture/Lab Combination)
Note: Must have Instructor permission to enroll
Provides the student with a refresher course designed to meet the recertification requirements for the State of Colorado and/or a portion of the recertification requirements for National Registry.

EMS 130 EMT Intravenous Therapy
2 Credit Hours • 45 Contact Hours (Lecture/Lab Combination)
Focuses on cognitive and skill practice as required by Colorado Prehospital Care program for EMT Basic level IV approval. Examines criteria, procedures and techniques for ICV therapy, discusses fluid and electrolyte balance and principles and treatment for shock.

EMS 136 EMT/Paramedic Safety Issues in the Field
1 Credit Hour • 15 Contact Hours (Lecture)
Provides EMTs and paramedics with the skills needed to quickly assess the scene for potential hazards to themselves. Introduces topics on scene safety, evaluation of potential problem patients, verbal communication control techniques, physical control techniques for the problem patient, and scene control techniques.

EMS 150 Pediatric Education for Prehospital Professionals
1 Credit Hour • 15 Contact Hours (Lecture)
Provides the student with core knowledge and skills necessary to provide emergency care to the pediatric patient.

EMS 151 Geriatric Emergencies
3 Credit Hours • 45 Contact Hours (Lecture)
Addresses the problems most common in the elderly population. Provides the emergency medical services responder the necessary information to help understand those problems and provide quality care in the pre-hospital setting.

EMS 152 Wellness for Emergency Services
1 Credit Hour • 15 Contact Hours (Lecture)
Offers the EMS provider methods for coping with stress in the workplace and educates pre-hospital providers on finding additional options to reduce stress and make wise choices in the midst of difficult situations.

EMS 153 Advanced Patient Assessment & History Taking
2 Credit Hours • 45 Contact Hours (Lecture/Lab Combination)
Teaches the pre-hospital health care provider techniques in assessing the patient – both medical and trauma. Covers history

taking, documentation, communication and assessment techniques for the special patient.

EMS 170 EMT Basic Clinical
1 Credit Hour • 30 Contact Hours (Clinical)
Prerequisite: Concurrent enrollment in EMS 121, EMS 122, EMS 123, EMS 124
Note: Student must hold a current CPR card at the American Heart Association Healthcare Provider or American Red Cross Professional Rescuer level prior to starting clinical rotations midway through the semester. Students can obtain this card by completing HPR 102 at PPCC or by taking the course in the community.
Grading: SU only
Provides the EMS student with the clinical experience required of initial and some renewal processes.

EMS 225 Fundamentals of Paramedic Practice
3 Credit Hours • 45 Contact Hours (Lecture)
Note: Must have Instructor permission to enroll
Serves as the first course of the National Standard Paramedic Curriculum as approved by the Colorado State Department of Health and Environment.

EMS 226 Fundamentals of Paramedic Practice Lab
2 Credit Hours • 45 Contact Hours (Lecture/Lab Combination)
Note: Must have Instructor permission to enroll
Serves as the lab experience to coincide with EMS 225 topics.

EMS 227 Paramedic Special Considerations
3 Credit Hours • 45 Contact Hours (Lecture)
Note: Must have Instructor permission to enroll
Focuses on a comprehensive study of Advanced Life Support Practice.

EMS 228 Paramedic Special Considerations Lab
2 Credit Hours • 45 Contact Hours (Lecture/Lab Combination)
Note: Must have Instructor permission to enroll
Serves as the lab experience for those students enrolled in EMS 227.

EMS 229 Paramedic Pharmacology
3 Credit Hours • 45 Contact Hours (Lecture)
Note: Must have Instructor permission to enroll
Focuses on a comprehensive study of emergency pharmacology.

EMS 230 Paramedic Pharmacology Lab
2 Credit Hours • 45 Contact Hours (Lecture/Lab Combination)
Note: Must have Instructor permission to enroll
Serves as the required lab course in the paramedic education program.

EMS 231 Paramedic Cardiology
5 Credit Hours • 75 Contact Hours (Lecture)
Note: Must have Instructor permission to enroll
Addresses cardiology topics as presented in the National Standard Curriculum for paramedics.

EMS 232 Paramedic Cardiology Lab
1 Credit Hour • 22.5 Contact Hours (Lecture/Lab Combination)
Note: Must have Instructor permission to enroll
Incorporates a hands-on application of principles of cardiac care in the hospital environment.

EMS 233 Paramedic Medical Emergencies
4 Credit Hours • 60 Contact Hours (Lecture)
Note: Must have Instructor permission to enroll
Focuses on a comprehensive study of adult medical emergencies.

EMS 234 Paramedic Medical Emergencies Lab
1 Credit Hour • 22.5 Contact Hours (Lecture/Lab Combination)
Note: Must have Instructor permission to enroll
Focuses on a clinical study of adult and pediatric medical emergencies.

EMS 235 Paramedic Trauma Emergencies
4 Credit Hours • 60 Contact Hours (Lecture)
Note: Must have Instructor permission to enroll
Focuses on a comprehensive study of adult and pediatric trauma emergencies.

EMS 236 Paramedic Trauma Emergencies Lab
1 Credit Hour • 22.5 Contact Hours (Lecture/Lab Combination)
Note: Must have Instructor permission to enroll
Serves as a lab presenting various acute trauma scenarios.

EMS 237 Paramedic Internship Preparatory
2 Credit Hours • 30 Contact Hours (Lecture)
Note: Must have Instructor permission to enroll
Reviews concepts and techniques used in the pre-hospital setting.

EMS 280 Paramedic Internship I
6 Credit Hours • 270 Contact Hours (Work Experience)
Note: Must have Instructor permission to enroll
Serves as the preceptor/internship program for paramedic students.

EMS 281 Paramedic Internship II
6 Credit Hours • 270 Contact Hours (Work Experience)
Note: Must have Instructor permission to enroll
Serves as the continuation of EMS 280, preceptor program for paramedic students.

Energy Technology Courses

ENY 200 Energy Management
4 Credit Hours • 60 Contact Hours (Lecture)
Prerequisite: EGG 243 or concurrent enrollment
Introduces the role of energy and energy management in business. Key subjects include energy statistics, reporting and goal setting, balancing business with sustainability, measurement and verification, fuel switching, financing and performance contracting, energy codes and legislation, and effectively communicating technical material to a variety of audiences. Demonstrate goal setting and measurement / reporting activities suitable for the field of energy.

ENY 201 Alternative Energy Systems
4 Credit Hours • 60 Contact Hours (Lecture)
Prerequisite: EGG 243 or concurrent enrollment
Introduces renewable alternatives to conventional fossil fuel energy supply sources. Topics include combined heat and power, photovoltaics, solar pool heating, passive solar and cool roof technologies, carbon footprint and embedded energy concepts, externalities, government roles and society cost tests.

ENY 211 Energy Systems and Controls I
5 Credit Hours • 75 Contact Hours (Lecture)
Prerequisite: HVA 105, HVA 204 or concurrent enrollment, HVA 259
Studies major commercial building components responsible for energy use. Topics include lighting technologies and characteristics, complex HVAC systems, primary heating & cooling systems, thermal and combustion efficiency of fired systems, 2-pipe and 4-pipe hydronic systems, energy transport burden, district heating and cooling, air and water economizers, and impacts to indoor environment quality.

ENY 212 Energy Systems and Controls II
5 Credit Hours • 97.5 Contact Hours (30 Lecture, 67.5 Lecture/Lab Combination)
Prerequisite: ENY 211
Introduces advanced analysis techniques and control strategies for commercial building systems. Related subjects will include advanced psychrometrics, overlapping heating and cooling, waste heat recovery, demand controlled ventilation, daylight harvesting, interacting energy conservation measures, and an introduction to industrial energy process evaluation.

ENY 221 Quantifying Energy Use I
4 Credit Hours • 75 Contact Hours (30 Lecture, 45 Lecture/Lab Combination)
Prerequisite: ENY 212 or concurrent enrollment
Introduces basic calculation methods for quantifying energy use and energy savings. Topics will include load profiles, parasitic and standby losses, compounding efficiencies, integrated design, design energy budgets, transport energy, benchmarks and end use pies for rough estimating, and reasonableness testing.

ENY 222 Quantifying Energy Use II
4 Credit Hours • 82.5 Contact Hours (15 Lecture, 67.5 Lecture/Lab Combination)
Prerequisite: ENY 221
Introduces advanced energy accounting methods and energy modeling techniques. Energy engineering fundamentals will include incremental and overall energy use approaches, overlaying equipment efficiencies and with load profile data, use of spreadsheet formulae, overlapping and dependent measures, and utility rate structures.

ENY 241 Energy Engineering Lab
5 Credit Hours • 112.5 Contact Hours (Lecture/Lab Combination)
Prerequisite: ENY 200, ENY 201, ENY 222 or concurrent enrollment
Use energy project scenarios to demonstrate the combined skills of related prior coursework. Activities will demonstrate marketable skills in energy system knowledge, identifying opportunities, analysis for quantifiable savings, engineering economics, report writing, and presentation.

Engineering Courses

EGG 243 Engineering Economics
3 Credit Hours • 45 Contact Hours (Lecture)
Prerequisite: ENG 090, MAT 090
Introduces methods to analyze cost/benefit elements in technical operations and project proposals, and to compare alternatives, using time value of money concepts. Emphasis is on practical applications and techniques which can be applied to many facets of engineering and commerce, including design, development, production, construction operation, improvements and upgrades. Solutions include the use of graphical and numerical solution methods, interest tables and factors, use of manual calculations and spreadsheet methods.

Engineering Graphics Technology Courses

EGT 103 Technical Drafting III
3 Credit Hours • 67.5 Contact Hours (Lecture/Lab Combination)
Introduces the student to industrial dimensioning practices. Enables the student to develop skills in dimensioning techniques and learn to apply the ASME Y14.5M-1994 dimensioning standard.

EGT 104 Technical Drafting IV
3 Credit Hours • 60 Contact Hours (15 Lecture, 45 Lecture/Lab Combination)
Prerequisite: CAD 255
Introduces students to industrial working drawings. Students continue to develop drafting skills using various industrial standards for drawing generation. Examines material selection, part function and relationship, and tolerancing of parts for assemblies.

EGT 262 Sheet Metal Fabrication Drawings
3 Credit Hours • 60 Contact Hours (15 Lecture, 45 Lecture/Lab Combination)
Prerequisite: CAD 100, CAD 101, CAD 102
Investigates layout and design of sheet metal components. Explores developments (initial drawings), bend allowance calculations, and flat patterns.

Engineering Technology Courses

ENT 247 Strength of Materials
3 Credit Hours • 52.5 Contact Hours (30 Lecture, 22.5 Lecture/Lab Combination)
Prerequisite: MAT 107
Serves as an extension of Statics and includes the study of mechanical properties of materials and their limitations in engineering design by the study or stresses, strains, torsion forces, shear forces, and deflections placed upon these materials.

English Courses

ENG 030 Basic Writing Skills
2 Credit Hours • 30 Contact Hours (Lecture)
Prerequisite: REA 030 or appropriate assessment scores
Focuses on sentence and basic paragraph structure and development. Enables the student to review and improve grammar, usage, and punctuation skills while employing critical thinking strategies and the writing process to respond to a wide variety of writing situations.

ENG 060 Writing Fundamentals
3 Credit Hours • 45 Contact Hours (Lecture)
Prerequisite: ENG 030 (Grade of C or higher) and REA 030 (Grade of C or higher) or appropriate assessment scores
Focuses on paragraph structure and development and introduces the formal essay. Enables the student to review and improve grammar, usage, and punctuation skills while employing critical thinking strategies and the writing process to respond to a wide variety of writing situations.

ENG 090 Basic Composition
3 Credit Hours • 45 Contact Hours (Lecture)
Prerequisite: ENG 060 (Grade of C or higher) and REA 060 (Grade of C or higher) or appropriate assessment scores
Emphasizes critical thinking as students explore writing for specific purposes and audiences. Enables the student to develop skills required for college-level writing while reviewing paragraph structure and focusing on essay development.

ENG 115 Technical English & Communication
3 Credit Hours • 45 Contact Hours (Lecture)
Prerequisite: REA 060, appropriate assessment scores or ENG 060 (Grade of C or higher)
Focuses on the written and oral communication needs of students in vocational and technical fields. Enables the student to practice written, oral, reading, reasoning, and interpersonal communication skills in order to become successful (or to remain successful) in the workplace.

ENG 116 Designing Print Documentation
3 Credit Hours • 45 Contact Hours (Lecture)
Focuses on developing technical documents, such as product manuals and troubleshooting guides that are delivered to users in print form. Emphasizes content, organization, presentation, and style of print documentation. Introduces concepts of document preparation and printing, as well as project cycle management, working as part of a documentation team, and collaboration with technical experts.

ENG 117 Grammar, Usage, & Style for the Professional Writer
3 Credit Hours • 45 Contact Hours (Lecture)
Focuses on grammar, usage, and style issues facing the individual who writes on the job, either as a technical writer or a technical professional whose job involves a substantial writing component. Emphasizes knowledge and skills needed for clear, direct, competent communication. Introduces grammatical theory and practice and conventions of usage in English. Covers matters of style, particularly as they relate to clarity for a target audience.

ENG 118 Designing Online Documentation
3 Credit Hours • 45 Contact Hours (Lecture)
Focuses on developing technical documents that are delivered to users on line, such as online manuals and online help information. Emphasizes content, organization, presentation, and style of online documentation. Introduces hypertext and web publishing concepts, as well as project cycle management, working as part of a documentation team, and collaboration with technical experts.

ENG 121 English Composition I: C01
3 Credit Hours • 45 Contact Hours (Lecture)
Prerequisite: ENG 090 (Grade of C or higher) and REA 090 (Grade of C or higher), or appropriate placement test score
Emphasizes the planning, writing, and revising of compositions, including the development of critical and logical thinking skills. This course includes a minimum of five compositions that stress analytical, evaluative, and persuasive/argumentative writing.

ENG 122 English Composition II: C02
3 Credit Hours • 45 Contact Hours (Lecture)
Prerequisite: ENG 121 (Grade of C or higher)
Expands and refines the objectives of English Composition I. Emphasizes critical/logical thinking and reading, problem definition, research strategies, and writing analytical, evaluative, and/or persuasive papers that incorporate research.

ENG 131 Technical Writing I
3 Credit Hours • 45 Contact Hours (Lecture)
Prerequisite: ENG 090 (Grade of C or higher) and REA 090 (Grade of C or higher) or appropriate placement test score
Note: Student must be computer literate
Develops skills one can apply to a variety of technical documents. Focuses on principles for organizing, writing, and revising clear, readable documents for industry, business, and government.

ENG 132 Technical Writing II
3 Credit Hours • 45 Contact Hours (Lecture)
Prerequisite: ENG 131 (Grade of C or higher)
Expands and refines the objectives of ENG 131, emphasizing formal presentations, both written and oral.

ENG 205 Technical Editing
3 Credit Hours • 45 Contact Hours (Lecture)
Focuses on editing technical documents of varying lengths and types, from memos to product manuals. Emphasizes consistency, readability, and conformity to an organization's style manual. Introduces conventions governing content, organization, presentation, and style of technical documents. Covers how to develop a style manual. Introduces concepts of project cycle management, working as part of a documentation team, and collaboration with technical experts.

ENG 221 Creative Writing I
3 Credit Hours • 45 Contact Hours (Lecture)
Prerequisite: ENG 121 (Grade of C or higher)
Teaches techniques for creative writing. Explores imaginative uses of language through creative genres (fiction, poetry, literary nonfiction) with emphasis on the student's own unique style, subject matter, and needs.

ENG 222 Creative Writing II
3 Credit Hours • 45 Contact Hours (Lecture)
Prerequisite: ENG 221
Provides continued development of written expression in such forms as poetry, fiction, and/or nonfiction writing.

ENG 226 Fiction Writing
3 Credit Hours • 45 Contact Hours (Lecture)
Prerequisite: ENG 121 (Grade of C or higher)
Teaches techniques for creating fiction, including the study and appreciation of the language and forms of the short story.

ENG 227 Poetry Writing
3 Credit Hours • 45 Contact Hours (Lecture)
Prerequisite: ENG 121 (Grade of C or higher)
Teaches techniques for creating poems, including study of figurative language, forms, and sound patterns of poetry.

ENG 230 Creative Nonfiction
3 Credit Hours • 45 Contact Hours (Lecture)
Prerequisite: ENG 121 (Grade of C or higher)
Teaches students to incorporate literary techniques into factual writing. Enables the student to survey a wide range of readings and analyze form and content. Includes critical review, biographical profiles, travel writing, and memoirs. Provides the opportunity for students to write and review their own nonfiction in a supportive, constructive setting.

ENG 231 Literary Magazine
3 Credit Hours • 45 Contact Hours (Lecture)
Prerequisite: ENG 121 (Grade of C or higher)
Teaches the student the editorial process involved in preparing a literary magazine for publication. Covers the process of selection of material (fiction, nonfiction, poetry, and visual art) to be published, as well as design, layout, and production to prepare a manuscript for publication. Enables the student to produce a literary magazine.

ENG 235 Rhetoric & Propaganda
3 Credit Hours • 45 Contact Hours (Lecture)
Prerequisite: ENG 121 (Grade of C or higher)
Examines classical and modern theories of rhetoric, understood as effective, ethical means of persuasion, and the ways in which propaganda departs from these means. Enables the student to apply theories of rhetoric and propaganda to examples of presidential rhetoric, Nazi and Soviet propaganda, and other examples of persuasive writing. Includes the study of visual rhetoric with students constructing criteria for identifying visual propaganda, and studying the complex relationship, historically and in the present, between propaganda, democracy, advertising, and mass media.

English as a Second Language Courses

ESL 011 Basic Pronunciation
3 Credit Hours • 45 Contact Hours (Lecture)
Prerequisite: appropriate placement score
Provides listening and speaking activities that help students recognize and produce English vowel and consonant sounds and common stress and intonation patterns.

ESL 012 Intermediate Pronunciation
3 Credit Hours • 45 Contact Hours (Lecture)
Prerequisite: appropriate placement score
Provides listening, speaking, and reading activities that help students recognize and produce a variety of stress and intonation patterns in English. Helps students to produce problematic English sounds.

ESL 021 Basic Grammar
5 Credit Hours • 75 Contact Hours (Lecture)
Prerequisite: appropriate placement score
Assists the student in mastering basic structures in English grammar through oral and written practice.

ESL 022 Intermediate Grammar
5 Credit Hours • 75 Contact Hours (Lecture)
Prerequisite: ESL 021 (Grade of C or higher) or appropriate placement score
Reviews basic grammar and introduces intermediate structures. Provides integrated practice through a variety of oral and written exercises.

ESL 023 Advanced Grammar
5 Credit Hours • 75 Contact Hours (Lecture)
Prerequisite: ESL 022 (Grade of C or higher) or appropriate placement score
Reviews intermediate grammar. Introduces advanced structures with increased emphasis on written communication.

ESL 031 Basic Conversation
4 Credit Hours • 60 Contact Hours (Lecture)
Prerequisite: appropriate placement score
Provides listening and speaking activities that help the student communicate more competently. Provides practice with pronunciation, vocabulary, and basic grammatical patterns.

ESL 032 Intermediate Conversation
4 Credit Hours • 60 Contact Hours (Lecture)
Prerequisite: ESL 031 (Grade of C or higher) or appropriate placement score
Teaches listening, pronunciation, and conversation skills. Increases speed and accuracy in speaking through free and guided conversational practice.

ESL 041 Basic Reading
4 Credit Hours • 60 Contact Hours (Lecture)
Prerequisite: appropriate placement score
Improves comprehension of simple written texts through vocabulary building and reading strategies.

ESL 042 Intermediate Reading
4 Credit Hours • 60 Contact Hours (Lecture)
Prerequisite: ESL 041 (Grade of C or higher) or appropriate placement score
Helps the student read more quickly and accurately and understand a variety of intermediate level reading material.

ESL 043 Advanced Reading
4 Credit Hours • 60 Contact Hours (Lecture)
Prerequisite: ESL 042 (Grade of C or higher) or appropriate placement score
Prepares the student for academic reading assignments. Assists the student to read more accurately and critically through the development of vocabulary knowledge and reading skills. Introduces research skills.

ESL 052 Intermediate Composition
4 Credit Hours • 60 Contact Hours (Lecture)
Prerequisite: appropriate placement score
Introduces the fundamentals of paragraph organization and development. Assists the student in developing sentence variety and grammatical competency within well-organized paragraphs.

ESL 053 Advanced Composition
4 Credit Hours • 60 Contact Hours (Lecture)
Prerequisite: ESL 052 (Grade of C or higher) or appropriate placement score
Reviews paragraph organization and develops the skill of writing essays using selected rhetorical modes. Stresses accurate use of advanced grammatical structures. Includes summarizing, paraphrasing, and research writing.

ESL 061 Vocational ESL I
2 Credit Hours • 30 Contact Hours (Lecture)
Teaches limited English vocational students basic communication skills in preparation for vocational training and work.

ESL 062 Vocational ESL II
2 Credit Hours • 30 Contact Hours (Lecture)
Provides intermediate to advanced level English language learners with instruction in language skills for vocational training and employment.

Environmental Science Courses

ENV 101 Introduction to Environmental Science: SC1
4 Credit Hours • 75 Contact Hours (45 Lecture, 30 Lab)
Prerequisite: ENG 060
Provides an introduction to the basic concepts of ecology and the relationship between environmental problems and biological systems. Includes interdisciplinary discussions on biology, chemistry, geology, energy, natural resources, pollution, and environmental protection. Using a holistic approach, students will study how the foundations of natural sciences interconnect with the environment. This course includes laboratory experience.

Equine Management Courses

EQM 101 Stable Operations I
1 Credit Hour • 22.5 Contact Hours (Lecture/Lab Combination)
Focuses on the routine daily care, grooming, feeding, stable sanitation, daily health, and feed records of horses.

EQM 102 Stable Operations II
1 Credit Hour • 22.5 Contact Hours (Lecture/Lab Combination)
Builds on EQM 101 and continues focus on the routine daily care, grooming, feeding, stable sanitation, daily health, and feed records of horses.

EQM 103 Management Practicum I
3 Credit Hours • 67.5 Contact Hours (Lecture/Lab Combination)
Prerequisite: ASC 102
Enables students to gain practical experience in basic horse husbandry, basic horsemanship and stable management practices. Students are assigned a horse and practice day-to-day management at the college's equine facility. Through practical experience students develop professional characteristics in appearance, attitude, and work ethic.

EQM 115 Equine Reproduction
2 Credit Hours • 30 Contact Hours (Lecture)
Prerequisite: ASC 102
Covers the basic anatomy and physiology of equine reproduction. Addresses general reproduction management of the mare and stallion.

EQM 151 Horse Production
4 Credit Hours • 60 Contact Hours (Lecture)
Focuses on the external anatomy, and internal anatomy and physiology including skeleton, joints, muscles, digestive system, urinary-excretory system, respiratory system, circulatory system, nervous system, skin and hair. Covers the elements of conditioning these systems for various levels of training.

EQM 153 Equine Evaluation
3 Credit Hour • 60 Contact Hours (15 Lecture, 45 Lecture/Lab Combination)
Prerequisite: ASC 102
Focuses on the evaluation of a horse's conformation and performance. Covers terms used in judging horse conformation, evaluation of a horse's conformation and structural soundness, and evaluating performance horses in various classes.

EQM 158 Equine Reproduction II
2 Credit Hours • 30 Contact Hours (Lecture)
Prerequisite: ASC 102
Introduces horse reproduction and the various breeding and management practices found on breeding farms. Covers physiology of the mare and stallion reproductive systems, care of the stallion and the mare, mare heat detection, breeding, care of pregnant mares, foaling, problems in the foal, and care of the foal and yearling.

EQM 201 Stable Operations III
1 Credit Hour • 22.5 Contact Hours (Lecture/Lab Combination)
Prerequisite: EQM 102
Familiarizes the student with the routine daily care, grooming, feeding, stable sanitation, daily health, and feed records of horses.

EQM 202 Stable Operations IV
1 Credit Hour • 22.5 Contact Hours (Lecture/Lab Combination)
Prerequisite: EQM 201
Familiarizes the student with the routine daily care, grooming, feeding, stable sanitation, daily health, and feed records of horses.

EQM 203 Management Practicum II
3 Credit Hours • 67.5 Contact Hours (Lecture/Lab Combination)
Prerequisite: EQM 103
Builds on EQM 103 by enabling students to gain practical experience in horse husbandry, horsemanship and stable management practices. Students are assigned a horse and practice day-to-day management at the college's equine facility. Through practical experience students develop professional characteristics in appearance, attitude, and work ethic.

EQM 210 Equine Health
2 Credit Hours • 30 Contact Hours (Lecture)
Prerequisite: ASC 102
Assists students in planning annual equine health programs. Introduces Students methods of prevention, recognition, and treatment of common equine diseases.

EQM 251 Equine Management
3 Credit Hours • 45 Contact Hours (Lecture)
Prerequisite: EQM 151
Covers practical aspects of horse and stable management, feeds and nutrition, diseases and wounds, unsoundness and blemishes, castration, immunization, worming, health care, care of feet and legs, organizing stable routine and activities, stable records and stable construction. Focuses on marketing methods and promotional advertising methods for stables, trainers and horses.

EQM 253 Advanced Equine Evaluation
3 Credit Hour • 60 Contact Hours (15 Lecture, 45 Lecture/Lab Combination)
Prerequisite: EQM 153
Focuses on a system of development for evaluating a horse's conformation and its relationship to performance. Covers various aspects of evaluating horses while enhancing the student's deductive reasoning and public speaking skills.

Equine Training Course

EQT 253 Applied Horsemanship
5 Credit Hours • 112.5 Contact Hours (Lecture/Lab Combination)
Prerequisite: ASC 243
Provides the student intermediate to advanced horsemanship and maneuvers, with emphasis on individual work.

Ethnic Studies Course

ETH 200 Introduction to Ethnic Studies: SS3
3 Credit Hours • 45 Contact Hours (Lecture)
Introduces students to the issues of race and ethnicity. Emphasizes ethnic relations in the United States as it pertains to four major groups: Americans of African, Asian, Latino and Native descent. Explores issues of racial and ethnic identity, racism and discrimination, stereotyping, prejudice, segregation, colonialism, integration and acculturation.

Farrier Science Courses

FAS 100 Farrier Science I
4 Credit Hours • 82.5 Contact Hours (15 Lecture, 67.5 Lecture/Lab Combination)
Grading: SU only
Focuses on horses from evolution to the present with emphasis on existing breeds and shoeing requirements. Course also covers behavior patterns of horses, proper handling and safety, need for and frequency of shoeing, anatomy and physiology of the lower leg, angles, hoof preparation, shoe selection, shaping, and basic techniques.

FAS 110 Farrier Science II
4 Credit Hours • 82.5 Contact Hours (15 Lecture, 67.5 Lecture/Lab Combination)
Prerequisite: FAS 100
Grading: SU only
Focuses on corrective shoeing for pleasure horses and racehorses. Emphasizes anatomy of horses, physiology of the lower leg, preliminary examination, and natural angles of the legs, hoof preparation, and normal shoeing.

FAS 120 Farrier Science III
4 Credit Hours • 82.5 Contact Hours (15 Lecture, 67.5 Lecture/Lab Combination)
Prerequisite: FAS 110
Grading: SU only
Introduces special purpose shoeing for racehorses, trail horses, etc. Examines corrective showing, shoeing requirements for various breeds, special purpose plating, special equipment, and public relations.

FAS 130 Master Farrier I
4 Credit Hours • 82.5 Contact Hours (15 Lecture, 67.5 Lecture/Lab Combination)
Prerequisite: FAS 120
Grading: SU only
Continues the basic farrier course. Enables the Master student to assist the instructor during both theory and laboratory sessions by evaluating basic course students in the process of shoe shaping, analysis of gaits, and proper horse handling.

FAS 140 Master Farrier II
4 Credit Hours • 82.5 Contact Hours (15 Lecture, 67.5 Lecture/Lab Combination)
Prerequisite: FAS 130
Grading: SU only
Allows Master students to assist the instructor in teaching anatomy of horses, physiology of the lower leg, natural angle of the leg, and hoof preparation. Incorporates student research and reports on assigned subjects.

FAS 150 Master Farrier III
4 Credit Hours • 82.5 Contact Hours (15 Lecture, 67.5 Lecture/Lab Combination)
Prerequisite: FAS 140
Grading: SU only
Enables the student to demonstrate skill in all phases of horseshoeing, especially in the area of corrective shoeing and unusual hoof repair.

Finance Courses

FIN 106 Consumer Economics
3 Credit Hours • 45 Contact Hours (Lecture)
Focuses on consumer effectiveness based on consumer choice theory, maximizing income through informed decision making, product utility, and customer satisfaction.

FIN 201 Principles of Finance
3 Credit Hours • 45 Contact Hours (Lecture)
Prerequisite: ACC 101 or ACC 121, MAT 112
Provides factual knowledge of financial institutions and the monetary system used in the United States in relationship to the global economy. Examines tools and techniques such as capital budgeting, time value of money, analysis of financial statements, cost of capital, and risk analysis to analyze business decisions, plan and determine project and firm value, and evaluate sources of financing.

Fire Science Technology Courses

FST 100 Firefighter I
9 Credit Hours • 157.5 Contact Hours (90 Lecture, 67.5 Lecture/Lab Combination)
Prerequisite: FST 102, FST 107
Addresses the requirements necessary to perform at the first level of progression as identified in National Fire Protection Association (NFPA) 1001, Firefighter Professional Qualifications. This is a lecture and lab course for meeting the NFPA 1001, level I, standard.

FST 101 Firefighter II
6 Credit Hours • 135 Contact Hours (Lecture/Lab Combination)
Addresses the requirements necessary to perform at the second level of progression as identified in National Fire Protection Association (NFPA) 1001, Fire Fighter Professional Qualifications. This is a lecture and lab course for meeting the NFPA 1001, level II, standard.

FST 102 Principles/Emergency Services
3 Credit Hours • 45 Contact Hours (Lecture)
Provides an overview to fire protection; career opportunities in fire protection and related fields; philosophy and history of fire protection/service; fire loss analysis; organization and function of public and private fire protection services; fire departments as part of local government ; laws and regulations affecting the fire service; fire service nomenclature ; specific fire protection functions; basic fire chemistry and physics; introduction to fire protection systems; introduction to fire strategy and tactics.

FST 103 Occupational Safety & Health for Fire
3 Credit Hours • 45 Contact Hours (Lecture)
Introduces the basic concepts of occupational health and safety as it relates to emergency service organizations. Topics include risk evaluation and control procedures for fire stations, training sites, emergency vehicles, and emergency situations involving fire, EMS, hazardous materials, and technical rescue. Upon completion of this course, students should be able to establish and manage a safety program in an emergency service organization.

FST 104 Fire Protection Systems
3 Credit Hours • 45 Contact Hours (Lecture)
Provides information relating to the features of design and operation of fire alarm systems, water-based fire suppression systems, special hazard fire suppression systems, water supply for fire protection and portable fire extinguishers.

FST 105 Building Construction for Fire Protection
3 Credit Hours • 45 Contact Hours (Lecture)
Provides the components of building construction that relate to fire and life safety. The focus of this course is on firefighter safety. The elements of consideration and design of structures are shown to be key factors when inspecting buildings, preplanning fire operations, and operating at emergencies.

FST 106 Fire Prevention
3 Credit Hours • 45 Contact Hours (Lecture)
Provides fundamental information regarding the history and philosophy of fire prevention, organization and operation of a fire prevention bureau, use of fire codes, identification and correction of fire hazards, and the relationships of fire prevention with built-in fire protection systems, fire investigation, and fire and life-safety education.

FST 107 Hazardous Materials Operations (Level I)
3 Credit Hours • 45 Contact Hours (Lecture)
Introduces hazardous materials incidents, recognizing and identifying hazardous materials, planning response, implementing response procedures, decision making, and continued evaluation at the awareness and operation level.

FST 110 Job Placement & Assessment
3 Credit Hours • 52.5 Contact Hours (30 Lecture, 22.5 Lecture/Lab Combination)
Addresses all aspects of the Fire Service entrance examination process and especially emphasizes various components of the exam, including the written, physical abilities, and oral interview. The objective of this class is to help increase the entrance firefighter candidate's chance of obtaining a career in the Fire Service.

FST 150 Introduction to Fire Prevention Education
3 Credit Hours • 45 Contact Hours (Lecture)
Focuses on conducting prevention and education needs assessment, targeting audiences, development and delivery of prevention and education programs. Includes methods of conducting fire prevention and safety inspections.

FST 151 Driver-Operator
3 Credit Hours • 45 Contact Hours (Lecture)
Provides the student with the basic knowledge and skills to safely operate fire apparatus according to the NFPA professional standard. Enables the student to display and demonstrate knowledge of fire apparatus, operation of apparatus, pumps and pumping, hydraulics calculations, maintenance, and testing.

FST 160 Candidate Physical Abilities Test Prep
3 Credit Hours • 60 Contact Hours (15 Lecture, 45 Lecture/Lab Combination)
Grading: SU only
Prepares students for the CPAT test and other related fitness testing for entry level firefighters. The course will focus on aerobics and strength training to assist students in passing a CPAT test or any related fitness entry level test. Students will also be trained on how to use various firefighting tools as they pertain to how the tools will be used in the CPAT or other related entry level fitness test.

FST 201 Instructional Methodology (Fire Instructor I, II)
3 Credit Hours • 45 Contact Hours (Lecture)
Covers the role and responsibility of the fire service instructor. Includes oral communication skills, concepts of learning, planning and development of lesson plans, instructional materials and delivery methods, testing and evaluations, records and reports, and demonstration of instructional abilities.

FST 202 Strategy & Tactics
3 Credit Hours • 45 Contact Hours (Lecture)
Provides an in-depth analysis of the principles of fire control through utilization of personnel, equipment, and extinguishing agents on the fire ground.

FST 203 Fire Hydraulics & Water Supply
4 Credit Hours • 60 Contact Hours (Lecture)
Provides a foundation of theoretical knowledge in order to understand the principles of the use of water in fire protection

and to apply hydraulic principles to analyze and to solve water supply problems.

FST 204 Principles of Code Enforcement
3 Credit Hours • 45 Contact Hours (Lecture)
To provide the students with the fundamental knowledge of the role of code enforcement in a comprehensive fire prevention program.

FST 205 Fire Investigation I
3 Credit Hours • 45 Contact Hours (Lecture)
Provides the student with the fundamentals and technical knowledge needed for proper fire scene interpretations, including recognizing and conducting origin and cause, preservation of evidence and documentation, scene security, motives of the fire setter, and types of fire causes.

FST 206 Fire Company Supervision & Leadership (Fire Officer I)
3 Credit Hours • 45 Contact Hours (Lecture)
Covers fire department organization, management philosophies, leadership traits, time management, group dynamics, communications, motivation counseling, conflict resolution, and employee discipline. Meets components of Fire Officer I State Certificate.

FST 207 Firefighting Strategy & Tactics II
3 Credit Hours • 45 Contact Hours (Lecture)
Prerequisite: FST 202
Focuses on tactics and strategies associated with transportation emergencies and fires, high-rise fires, below-ground incidents, confined space emergencies, and special rescue situations.

FST 250 Chemistry for Fire Protection
3 Credit Hours • 45 Contact Hours (Lecture)
Addresses the actions and reactions of commonly encountered products and chemicals, chemical properties, and field applied chemistry.

FST 252 Fire Investigation II
3 Credit Hours • 45 Contact Hours (Lecture)
Provides the student with advanced technical knowledge on rule of law, fire scene analysis, fire behavior, evidence collection and preservation, scene documentation, case preparation, and testifying.

FST 253 National Incident Management System (NIMS)
3 Credit Hours • 45 Contact Hours (Lecture)
Prerequisite: FST 202
Focuses on the National Incident Management System including fire ground management and resource management. Multiagency coordination systems are discussed, organization preparedness for large scale emergencies, Communication and information are addressed. The course concludes with a review of the National Response Plan.

FST 254 Hazardous Materials Technician Level
3 Credit Hours • 45 Contact Hours (Lecture)
Prerequisite: FST 107
Focuses on techniques associated with hazardous materials mitigation, the use of monitoring devices, components of a mitigation teams, command and control of hazardous materials incidents.

FST 255 Fire Service Management
3 Credit Hours • 45 Contact Hours (Lecture)
Serves as the basic management course for present and potential members of the fire service, and for students and members of other fire science-related professions. Introduces the student to current management practices and philosophies and real-world applications from the supervisor's point of view. Covers decision making/problem solving, communication skills, conflict resolution, creativity and innovation, as well as the role of the manager in supervising personnel and programs, e.g., motivation, leadership, counseling, ethics, and handling discipline and grievances.

FST 257 Fire Department Administration
3 Credit Hours • 45 Contact Hours (Lecture)
Prerequisite: FST 206
Focuses on the operations of volunteer and combination fire departments, compliance with standards and ordinances, funding, recruiting, hiring and retaining employees, funding and budgeting, organizational planning, and public relations.

FST 258 Wildland Fire Incident Management & Organization
3 Credit Hours • 45 Contact Hours (Lecture)
Prerequisite: FST 152 or previous certified red card training
Introduces and develops supervisory and decision-making skills for fireline management individuals. Covers (1) First Attack Incident Commander, (2) Crew Supervisor, (3) Incident Commander Multi-resource, and (4) Task Force/Strike Team Leader. All four courses are certifiable by the Incident Command System under NIMS and recognized by the National Wildfire Coordinating Group. Covers fireline safety, size-up, incident planning, ordering, tactics, strategies, and administrative duties.

FST 259 Wildland Firefighting Strategy & Tactics
3 Credit Hours • 45 Contact Hours (Lecture)
Focuses on management of uncontrolled fire burning, urban/wildland interface, strategy and tactics used in controlling wild land fires, prevention methods, and incident command practices.

Fire Science Wildland Courses

FSW 100 S-190 Introduction to Wildland Fire Behavior
1 Credit Hour • 15 Contact Hours (Lecture)
Provides instruction in the primary environmental factors that affect the start and spread of wildfire and recognition of potentially hazardous situations. This course can be taught in conjunction with or prior to Firefighting Training S-130.

FSW 101 S-130 Firefighting Training
2 Credit Hours • 45 Contact Hours (Lecture/Lab Combination)
Provides entry-level firefighter skills. A version of the L-180, Human Factors on the Fireline, is included as part of the course. Credit should be issued for S-130.

FSW 102 S-131 Firefighter Type I
.5 Credit Hours • 7.5 Contact Hours (Lecture)
Designed to meet the training needs of the Firefighter Type I. It contains several tactical decision modules designed to facilitate learning the objectives and class discussion. This course is designed to be interactive in nature. Topics include fireline reference materials, communications, and tactical decision making.

FSW 103 D-110 Dispatch Recorder with Introduction to Ross
1 Credit Hour • 15 Contact Hours (Lecture)
Trains potential dispatch recorders on the structure of an expanded dispatch organization and how to effectively perform within that organization. Course will provide the student with a working knowledge of the purpose and process of completing the resource order and other dispatch forms. It will also provide instruction on established dispatch procedures.

FSW 104 I-100 Introduction to ICS
.25 Credit Hours • 3.75 Contact Hours (Lecture)
Address the ICS organization basic terminology, and common responsibilities. It provides a foundation upon which to enable entry-level personnel to function appropriately in the performance of incident-related duties. For students continuing through more complex ICS modules, this course may be used as pre-course work.

FSW 105 L-180 Human Factors on the Fire Line
.25 Credit Hours • 3.75 Contact Hours (Lecture)
Designed for unit-level supervisors to use when delivering orientation training to new crewmembers. Presentation of the course involves a few short lecture segments, but the primary content is delivered by video and is supported with small group exercises. Topics include: situation awareness, basic communication responsibilities, attitude and stress barriers, decision-making processes, and teamwork principles.

FSW 140 S-200 Initial Attack Incident Commander
1 Credit Hour • 15 Contact Hours (Lecture)
Designed to meet the training needs of the ICT4. It is presented in a lecture/discussion format and supplemented with group exercises. The six instructional units cover: Readiness and Mobilization; Size-up, Planning, and Ordering; Deployment and Containment; Administrative Requirements; and Post-Fire Evaluation.

FSW 141 S-203 Introduction to Incident Information
2 Credit Hours • 30 Contact Hours (Lecture)
Provides students with the knowledge and skills they need to serve as type 3 information officers (IOF3). It touches on virtually all aspects of establishing and maintaining an incident information operation, communicating with internal and external audiences to handling special situations.

FSW 142 S-211 Portable Pumps & Water Use
1.5 Credit Hours • 26.25 Contact Hours (15 Lecture, 11.25 Lecture/Lab Combination)
Consists of three areas: supply, delivery, and application of water. Students will be required to demonstrate their knowledge of correct water use, basic hydraulics, and equipment care. The module requires set up, operation, and maintenance of pump equipment. To receive credit for this course, students must have modules observed and approved.

FSW 143 S-212 Wildfire Chain Saws
1.5 Credit Hours • 30 Contact Hours (7.5 Lecture, 22.5 Lecture/Lab Combination)
Provides introduction to the function, maintenance and use of internal combustion, engine-powered chain saws and their tactical wildland fire application. Modules support entry-level training for firefighters with little or no previous experience in operating a chain saw and provides hands-on cutting in surroundings similar to fireline situations.

FSW 144 S-215 Fire Operations in the Wildland/Urban Interface
2 Credit Hours • 30 Contact Hours (Lecture)
Designed to assist structure and wildland firefighters who will be making tactical decisions when confronting wildland fire that threatens life, property, and improvements in the wildland/urban interface. Instructional units include interface awareness, size up, initial strategy and incident action plan, structure triage, structure protection tactics, incident action plan assessment and update, follow up and public relations, and firefighter safety in the interface.

FSW 145 S-230 Crew Boss
1.5 Credit Hours • 22.5 Contact Hours (Lecture)
Designed to produce student proficiency in the performance of duties associated with the single-resource boss position from initial dispatch through demobilization to the home unit. Topics include operational leadership, preparation and mobilization, assignment preparation, risk management, entrapment avoidance, safety and tactics, offline duties, demobilization and post-incident responsibilities.

FSW 146 S-231 Engine Boss (Single Resource)
1 Credit Hour • 15 Contact Hours (Lecture)
Designed to produce student proficiency in the performance of the duties associated with engine boss, single resource (ENGB). Topics include engine and crew capabilities and limitations, information sources, fire size up considerations, tactics and wildland/urban interface.

FSW 147 S-234 Ignition Operations
2 Credit Hours • 30 Contact Hours (Lecture)
Provides training in the functional roles and responsibilities connected with firing operations. The course covers planning, ignition procedures and techniques, and equipment applicable to wildland and prescribed fire. This course also addresses the role of the ignition specialist or firing boss as the organization manages escalation from a non-complex to a complex situation.

FSW 148 S-248 Status/Check-in Recorder
1 Credit Hour • 15 Contact Hours (Lecture)
Designed to introduce students to the tools and techniques used to perform the duties of status check-in reorder (SCKN). The course provides an overview of what a student can expect if dispatched to an incident. Each student will need access to a computer that has the most current incident automation software (currently I-Suite).

FSW 149 S-260 Interagency Incident Business Management
1 Credit Hour • 15 Contact Hours (Lecture)
Designed to meet the general training needs of all positions for which an understanding of interagency incident business management is required. The Interagency Incident Business Management Handbook, PMS 902, is used as the primary job aid to supplement this course. It provides the basic policy and direction for incident business management.

FSW 150 S-261 Applied Interagency Incident Business
1 Credit Hour • 15 Contact Hours (Lecture)
Designed for entry-level finance positions. It is designed to be taken after completion of Interagency Business Management (S-260).

FSW 151 S-270 Basic Air Operations
1 Credit Hour • 15 Contact Hours (Lecture)
Covers aircraft types and capabilities, aviation management and safety for flying in and working with agency aircraft, tactical and logistical uses of aircraft, and requirements for helicopter take-off and landing areas.

FSW 152 S-271 Helicopter Crew Member
2 Credit Hours • 30 Contact Hours (Lecture)
Provide student proficiency in all areas of the tactical and logistical use of helicopters to achieve efficiency and standardization. Topics include: aviation safety, aircraft capabilities and limitations, aviation life support equipment, aviation mishap reporting, pre-flight checklist and briefing/debriefing, aviations transportation of hazardous materials, crash survival, helicopter operations, helicopter field exercise. This course contains the follow OAS modules: A-101, A104, A-105, A-106, A-108, A-110, A-113, A-209, and A-210.

FSW 153 S0-290 Intermediate Wildland Fire Behavior
2 Credit Hours • 30 Contact Hours (Lecture)
Designed to prepare the prospective supervisor to undertake safe and effective fire management operations.

FSW 154 FI-210 Wildland Fire Origin & Cause Determination
2.5 Credit Hours • 37.5 Contact Hours (Lecture)
Provide a consistent knowledge and skill base for the Wildland Fire Origin and Cause Determination Investigator (INVF). The concepts taught in this course will help an INVF perform at an acceptable level on a national basis without regard to geographic boundaries. The course is presented by lecture, electronic presentations, field exercises, and class discussion.

FSW 155 I-200, IS-200, Q-436 Basic ICS: ICS for Single Resources and Initial Action Incidents
1.5 Credit Hours • 22.5 Contact Hours (Lecture)
Introduce students to the principles of the Incident Command System (ICS) associated with incident-related performance. Topics include leadership and management, delegation of authority and management by objectives, functional areas and positions, briefings, organizational flexibility, transitions and transfers. This course was developed in conjunction with the US Fire Administration (Q-463) and the Emergency Management Institute (IS-200). These courses are built on the same lesson objectives and content as the NWCG I-200 course and are interchangeable; they are all National Incident Management System (NIMS) compliant.

FSW 156 L-280 Followership/Leadership
1 Credit Hour • 15 Contact Hours (Lecture)
Combines one day of instruction followed by a second day with students working through a series of problem-solving events This course is for individuals preparing to step into a leadership role Topics include: leadership values and principles, transition challenges for new leaders, situational leadership, team cohesion factors, and ethical decision-making.

FSW 200 S-300 Extended Attack Incident Commander
1 Credit Hour • 15 Contact Hours (Lecture)
Designed to meet the training needs of the incident commander type 3 (CT3). The six instructional units cover Information Gathering, Planning, Supporting Organization, Operations, Transitioning, and Demobilization/Administrative Requirement.

FSW 201 S-330 Task Force/Strike Team Leader
1.5 Credit Hours • 22.5 Contact Hours (Lecture)
Designed to meet the training requirements outlined in the Wildland Fire Qualification System Guide and the Positions Task Books (PTB) developed for the positions of Task Force Leaders and Strike Team Leader. Examples and exercises in this package are specific to wildland fire suppression.

FSW 202 S-336 Tactical Decision Making in Wildland Fire
2 Credit Hours • 30 Contact Hours (Lecture)
Designed to meet training requirements in the Operations Section of the Incident Command System. Examples and exercises in this package are specific to wildland fire suppression.

FSW 203 S-339 Division/Group Supervisor
1 Credit Hour • 15 Contact Hours (Lecture)
Prepares the student to perform in the role of division/group supervisor. It will provide instruction in the support of the specific tasks of division/group supervisor. Topics include division/group management, organizational interaction, and division operations.

FSW 204 S-359 Medical Unit Leader
1 Credit Hour • 15 Contact Hours (Lecture)
Designed to provide the skills and knowledge needed to perform in the role of medical unit leader (MEDL). Topics include gathering information, organizing, supervising, evaluating, documenting, and demobilizing the medical unit.

FSW 205 S-390 Introduction to Fire Behavior Calculations
2 Credit Hours • 30 Contact Hours (Lecture)
Develop knowledge and skills required for effective fire behavior prediction. This course introduces fire behavior calculations by manual methods, using nomograms. The student gains an understanding of the determinants of fire behavior through studying input (wind, slope, fuels, and fuel moisture.) Students also learn how to interpret fire behavior output. Local and regional environmental differences are stressed.

FSW 206 I-300 Intermediate ICS for Supervisors & Expanding Incidents
1.5 Credit Hours • 22.5 Contact Hours (Lecture)
Provides a greater description and detail of the Incident Command System (ICS) organization and operations, including application of essential principles and description of air operations. This course comprises five of the 17 instructional modules making up the ICS curriculum. These include Organization and Staffing (Module 7), Organizing for Incidents or Events (Module 8), Incident Resources Management (Module 9), Air Operations (Module 10), and Incident and Event Planning (Module 11).

FSW 240 S-440 Planning Section Chief
1 Credit Hour • 15 Contact Hours (Lecture)
Designed to meet a portion of the training needs of the planning section chief type 2 (PSC2). Topics include information gathering, strategies and briefings, incident action plan (IAP), interactions, forms, documents, supplies, demobilization, and an optional technology section. In the final module, the students observe a simulated planning meeting and use the information derived to find errors in an incident action plan (IAP).

FSW 241 I-400 Advanced ICS for Command & General Staff & Complex Incidents
1.5 Credit Hours • 22.5 Contact Hours (Lecture)
Directs the student towards an operational understanding of large single-agency and complex multi-agency/multi-jurisdictional incident responses. Presented in an intense participative classroom environment, this course focuses on area command and staff issues, as well as the planning, logistical and fiscal considerations associated with complex incident management and interagency coordination. This course comprises four of the 17 instructional modules making up the ICS curriculum. These include Command and General Staff (Module 12), Unified Command (Module 13), Major Incident Management (Module 14), Area Command (Module 15).

FSW 242 M-480 Multi-Agency Coordinating MAC Group
.5 Credit Hour • 7.5 Contact Hours (Lecture)
Designed to train and orient potential Multi-Agency Coordinating (MAC) Group members and MAC Group Coordinators. It will provide the students with a working knowledge of the Multi-Agency Coordination System and the organization that helps support MAC Group activities.

Foreign Languages Courses

See specific language for a list of courses offered. American Sign Language, Arabic, Chinese, French, German, Italian, Japanese, Russian, Spanish.

French Courses

FRE 101 Conversational French I
3 Credit Hours • 45 Contact Hours (Lecture)
Introduces beginning students to conversational French and focuses on understanding and speaking French. Covers basic vocabulary, grammar, and expressions that are used in daily situations and in travel.

FRE 111 French Language I
5 Credit Hours • 75 Contact Hours (Lecture)
Prerequisite: ENG 090
Develops students' interpretive, interpersonal, and presentational communicative abilities in the language. Integrates these skills in the cultural contexts in which the language is used. Offers a foundation in the analysis of culture.

FRE 112 French Language II
5 Credit Hours • 75 Contact Hours (Lecture)
Prerequisite: FRE 111 (Grade of C or higher)
Expands students' interpretive, interpersonal, and presentational communicative abilities in the language across the disciplines. Integrates these skills with the study of the cultures in which the language is used. Offers a foundation in the analysis of culture and develops intercultural communicative strategies.

FRE 211 French Language III: AH4
3 Credit Hours • 45 Contact Hours (Lecture)
Prerequisite: FRE 112 (Grade of C or higher)
Continues French I and II in the development of increased functional proficiency in listening, speaking, reading, and writing the French language.

FRE 212 French Language IV: AH4
3 Credit Hours • 45 Contact Hours (Lecture)
Prerequisite: FRE 211 (Grade of C or higher) or concurrent enrollment
Continues French I, II, and III in the development of increased functional proficiency in listening, speaking, reading, and writing the French language.

Geographic Information Systems Courses

GIS 100 GIS Fundamentals
1 Credit Hour • 15 Contact Hours (Lecture)
Provides information on the basic concepts of GPS (Global Positioning Systems) and GIS (Geographic Information Systems). Defines the two systems and explains the link from one to the other. Analyzes the different types of GPS Equipment and differentiates between their role in the GPS technology world. Provides information on the types of mapping systems available today and the necessary information to integrate GPS data. Upon the integration of the data, creation of the GIS network is demonstrated. Enables the learner to develop basic skills, attitudes, and knowledge to make the GPS equipment productive in a recreation or work environment.

GIS 101 Introduction to Geographic Information Systems
3 Credit Hours • 45 Contact Hours (Lecture)
Prerequisite: CIS 118 or CSC 105
Surveys the development and operation of automated geographic information systems. Focuses on the fundamentals of using computers to draw maps. Incorporates study of cartographic fundamentals such as map projections, map scales, selective display of data on maps, and various computer software applications in GIS.

GIS 110 Introduction to Cartography
3 Credit Hours • 45 Contact Hours (Lecture)
Prerequisite: CSC 105
Examines a broad range of map types, emphasizing maps as a communication system with both symbology and specific organizational hierarchies. Discussion and demonstration focuses on essential cartographic principles and practices used for designing maps, with emphasis on cartographic protocol resulting in the effective communication of both qualitative and quantitative information.

GIS 131 Global Positioning Systems for Global Information Systems
3 Credit Hours • 45 Contact Hours (Lecture)
Prerequisite: GIS 101
Introduces the terminology, hardware, and technological principles of GPS. Students will receive an introduction in the fundamentals of using a basic hand-held GPS unit. Data will be integrated with pre-existing spatial data. Fundamentals of mapping and map reading will be covered. Garmin GPS units will be used initially, followed with Trimble GeoExplorers and Pathfinder Office software. Final student projects integrate GPS data within ArcView projects.

GIS 150 Relational Database Management Systems
3 Credit Hours • 45 Contact Hours (Lecture)
Prerequisite: GIS 101
Emphasizes various types of data, data management, and the complex relationships between data files and a GIS. Enables the student to learn several essential components and methods of successful data and project management.

GIS 165 GIS Project Management
3 Credit Hours • 45 Contact Hours (Lecture)
Prerequisite: GIS 101
Examines a variety of organizational and planning methods used in the GIS industry. Includes application of scientific methods, problem solving, logics and time management.

GIS 205 GIS Applications
3 Credit Hours • 45 Contact Hours (Lecture)
Prerequisite: GIS 101
Presents a sequel to GIS 105 with a deeper look at the principles of GIS, including both raster and vector data structures, data conversion, map algebra, spatial analysis, modeling, and networks. Various ways that GIS is currently being used in science, business, and government will also be presented. ArcView Network Analyst, Spatial Analyst, and 3D Analyst software will be utilized and a final project is required.

GIS 207 Introduction to ArcView 3D Analyst
3 Credit Hours • 45 Contact Hours (Lecture)
Prerequisite: GIS 101
Shows you how to use ArcView 3D Analyst to display, create, and analyze spatial data in three dimensions.

GIS 208 Introduction to ArcView Network Analyst
3 Credit Hours • 45 Contact Hours (Lecture)
Prerequisite: GIS 101
Incorporates a six-module course that teaches the student how to prepare data for network analysis, create routes and directions, find the closest facility, and define service areas.

GIS 209 Introduction to ArcView Spatial Analyst
3 Credit Hours • 45 Contact Hours (Lecture)
Prerequisite: GIS 101
Explores how this ArcView GIS software extension allows the use of raster and vector data in an integrated environment.

GIS 211 Spatial Data Modeling & Analysis
4 Credit Hours • 75 Contact Hours (30 Lecture, 45 Lecture/Lab Combination)
Prerequisite: GIS 101
Introduces the student to a variety of techniques for modeling and analyzing spatial data in a GIS. Includes network analysis, TINs, raster grids, pattern analysis, and time series mapping.

GIS 212 Remote Sensing & Digital Image Processing
4 Credit Hours • 75 Contact Hours (30 Lecture, 45 Lecture/Lab Combination)
Prerequisite: GIS 101
Introduces students to basic concepts and procedures used in the processing of remotely sensed data, with an emphasis on integration of digital imagery into basic GIS applications.

GIS 221 Community Assessment & Analysis
3 Credit Hours • 45 Contact Hours (Lecture)
Prerequisite: GIS 101
Provides an in-depth examination of problems currently facing a variety of public and private institutions in our region, and explores a variety of ways these problems are solved using a GIS. Students learn advanced mapping techniques and analysis methods in projects they select.

GIS 225 Spatial Analyst Agriculture: GIS Approach
3 Credit Hours • 45 Contact Hours (Lecture)
Prerequisite: GIS 101
Incorporates a six-module course that demonstrates the use of spatial analysis to assist agriculturists in the decision-making system - also known as precision farming.

GIS 226 Spatial Hydrology – ArcView GIS
3 Credit Hours • 45 Contact Hours (Lecture)
Prerequisite: GIS 101
Provides an introduction to the synthesis of GIS and hydrology, a subject called spatial hydrology. In this course you will study hydrology from a GIS perspective, developing new ideas and

problem-solving methods in hydrology using the spatial data and functions provided by GIS. You will also learn to present GIS data in a form that supports conventional hydrologic analysis methods.

GIS 280 Internship
2-4 Credit Hours • 45 Contact Hours per credit hour (Internship)
Prerequisite: GIS 101 and permission of department chair
Provides students with the opportunity to supplement coursework with practical work experience related to their educational program. Students work under the immediate supervision of experienced personnel at the business location and with the direct guidance of the instructor.

Geography Courses

GEO 105 World Regional Geography: SS2
3 Credit Hours • 45 Contact Hours (Lecture)
Prerequisite: ENG 090
Facilitates an understanding of spatial relationships between and among the geographic regions of the world. Includes demographic and cultural (political, economic, and historic) forces related to the physical environments of selected regions. Focuses on analysis of interrelationships between developed and developing regions, and the interactions between human societies and natural environments.

GEO 106 Human Geography: SS2
3 Credit Hours • 45 Contact Hours (Lecture)
Prerequisite: ENG 090
Introduces geographic perspectives and methods with applications to the study of human activities. Emphasizes the distribution of humans, adjustments to the natural environment, and land use practices.

GEO 107 Physical Geography
3 Credit Hours • 45 Contact Hours (Lecture)
Prerequisite: ENG 090
Focuses on the study of the spatial relationship between humans and the natural environment. Covers five main themes: the atmosphere (weather and climate); the hydrosphere (water bodies and rivers); the lithosphere (Earth's crust and landforms); the biosphere (soil, plant, and animal relationships); and the impact of the human population on these environmental factors. Recommended for students interested in environmental studies, earth science, and geography.

GEO 111 Physical Geography – Landforms: SC1
4 Credit Hours • 75 Contact Hours (45 Lecture, 30 Lab)
Prerequisite: ENG 090
Introduces the principles of landforms as a major aspect of the human natural environment. Incorporates an integrated process of lecture, discussion, and laboratory assignments. The course may be transferred to universities and colleges as science credit.

GEO 112 Physical Geography – Weather & Climate: SC1
4 Credit Hours • 75 Contact Hours (45 Lecture, 30 Lab)
Prerequisite: ENG 090
Introduces the principles of meteorology, climatology, world vegetation patterns, and world regional climate classification. Includes investigating the geographic factors which influence climate such as topography, location, elevation, winds, and latitude. Incorporates an integrated process of lecture, discussion and laboratory assignments.

Geology Courses

GEY 111 Physical Geology with Lab: SC1
4 Credit Hours • 75 Contact Hours (45 Lecture, 30 Lab)
Prerequisite: MAT 090
Studies the materials of the earth, its structure, surface features, and the geologic processes involved in its development. This course includes laboratory experience.

GEY 121 Historical Geology with Lab: SC1
4 Credit Hours • 75 Contact Hours (45 Lecture, 30 Lab)
Prerequisite: MAT 090
Studies the physical and biological development of the earth through the vast span of geologic time. Emphasizes the investigation and interpretation of sedimentary rocks, the record of ancient environments, fossil life forms, and physical events, all within the framework of shifting crystal plates. Course includes laboratory experience. It is strongly recommended that students take GEY 111 prior to GEY 121.

GEY 135 Environmental Geology
3 Credit Hours • 45 Contact Hours (Lecture)
Prerequisite: ENG 090
Introduces geology and its relationship to the human environment. Covers geologic hazards such as floods, landslides, avalanches, earthquakes, and volcanoes. Focuses on surface and groundwater resources in terms of exploitation and our responsibility to protect these resources from contamination. The geologic aspects of land use practices, as well as mineral and energy resource exploitation are reviewed and related to legislation regarding environmental law.

GEY 143 The Geology & Evolution of Caves
2 Credit Hours • 30 Contact Hours (Lecture)
Introduces the science of caves. Includes cave formation and evolution, cave decorations (speleothems), and the adaptations of living organisms to life below ground. Incorporates a one-day field trip to a nearby cave system.

GEY 205 The Geology of Colorado
3 Credit Hours • 45 Contact Hours (Lecture)
Covers the geologic history of Colorado, with emphasis on formation of mountain ranges, igneous, sedimentary and metamorphic rock types, ore deposits and landforms. Incorporates field experience and/or class room lectures.

German Courses

GER 111 German Language I
5 Credit Hours • 75 Contact Hours (Lecture)
Prerequisite: ENG 090
Develops students' interpretive, interpersonal, and presentational communicative abilities in the language. Integrates these skills in the cultural contexts in which the language is used. Offers a foundation in the analysis of culture.

GER 112 German Language II
5 Credit Hours • 75 Contact Hours (Lecture)
Prerequisite: GER 111 (Grade of C or higher)
Expands students' interpretive, interpersonal, and presentational communicative abilities in the language across the disciplines. Integrates these skills with the study of the cultures in which the language is used. Offers a foundation in the analysis of culture and develops intercultural communicative strategies.

GER 211 German Language III: AH4
3 Credit Hours • 45 Contact Hours (Lecture)
Prerequisite: GER 112 (Grade of C or higher)
Continues German Language I and II in the development of increased functional proficiency in listening, speaking, reading, and writing the German language.

GER 212 German Language IV: AH4
3 Credit Hours • 45 Contact Hours (Lecture)
Prerequisite: GER 211 (Grade of C or higher)
Continues German Language I, II, and III in the development of increased functional proficiency in listening, speaking, reading, and writing the German language.

Health and Wellness Courses

HWE 100 Human Nutrition
3 Credit Hours • 45 Contact Hours (Lecture)
Introduces basic principles of nutrition with emphasis on personal nutrition. Satisfies nutrition requirement of students entering health care professions.

HWE 103 Community First Aid & CPR
1 Credit Hour • 15 Contact Hours (Lecture)
Prepares the student for certification in CPR and Basic First Aid. Skills will include basic life support, airway obstruction, control of bleeding, shock, and patient care for the unconscious.

HWE 104 CPR Instructor Course
1 Credit Hour • 22.5 Contact Hours (Lecture/Lab Combination)
Note: Must have a current HCP CPR card
Provides information for the potential CPR instructor. Course requirements, renewal information, and current content are discussed. Practice teaching is included in course.

HWE 110 Fitness Conditioning & Wellness
2 Credit Hours • 60 Contact Hours (Lab)
Provides the proper techniques and guidelines for a student to develop a personal lifetime program that improves fitness and promotes preventive care and personal wellness. In addition, this course offers instruction in cardiovascular endurance, muscular strength and endurance training, flexibility training, and body composition management to meet individual needs.

HWE 120 Wilderness First Aid
1 Credit Hour • 22.5 Contact Hours (Lecture/Lab Combination)
Note: Must have a current CPR card
Provides limited medical information to cope with basic wilderness emergencies.

HWE 121 Wilderness First Aid & Outdoor Emergency Care
2 Credit Hours • 45 Contact Hours (Lecture/Lab Combination)
Note: Must have First Responder Certification
Provides more advanced wilderness care for the First Responder or EMT provider.

HWE 124 Fitness & Wellness
2 Credit Hours • 37.5 Contact Hours (15 Lecture, 22.5 Lecture/Lab Combination)
Provides information on fitness and wellness and to serve as a guide to design, implement, and evaluate a complete personal fitness and wellness program. The course integrates the basic components of fitness and wellness in understanding human health in order to achieve well-being. This course offers current information in the health field and provides self-assessments for health risk and wellness behaviors. This includes lifestyle modification, nutrition, weight management, stress management, cardiovascular and cancer risk reduction, exercise and aging, exercise related injury, exercise and the environment, prevention of sexually transmitted diseases, substance abuse (including tobacco, alcohol and other psychoactive drugs), and analysis and interpretation of research publications and web sites in health and wellness.

HWE 129 Wilderness First Responder
4 Credit Hours • 67.5 Contact Hours (45 Lecture, 22.5 Lecture/Lab Combination)
Provides the student with those skills and emergency medical care techniques used by guides, trip leaders and others providing primary care in backcountry settings. The student will be able to respond correctly to those medical and trauma situations commonly encountered when entry into the EMS system is delayed or unlikely.

HWE 250 ACE Personal Trainer Prep
2 Credit Hours • 37.5 Contact Hours (15 Lecture, 22.5 Lecture/Lab Combination)
Note: Must have Instructor recommendation to enroll
Provides the student with theoretical knowledge and practical skills in preparation for the American Council on Exercise (ACE) national certification exam in personal training. Topics include guidelines for instructing safe, effective, and purposeful exercise, essentials of the client-trainer relationship, conducting health and fitness assessments, and designing and implementing appropriate exercise programming.

Health Information Management Courses

HIT 101 Health Information Management Systems
6 Credit Hours • 90 Contact Hours (Lecture)
Introduces the student to the health record, from inception to completion. Emphasis is on form, content and regulations impacting the health record in the various health care settings. Other areas to be discussed include the computerized aspects of the health record as well as the functions and responsibilities of the health information department. This course also examines various health care delivery systems and health care practitioners. The dilemmas of health care with attention directed to current events and how these events impact our profession are discussed.

HIT 111 Health Data Management & Information Systems
3 Credit Hours • 45 Contact Hours (Lecture)
Prerequisite: CIS 118, HIT 101
Introduces the practice of maintenance, compilation, analysis, and presentation of healthcare statistical data. Discussion is focused on the use, collection, presentation, and verification of health care data including fundamental concepts of descriptive statistics; data validity and reliability; data presentation techniques; and vital statistics. Introduces the electronic health record (EHR), health informatics and the infrastructure required for the EHR. Data reliability and validity will be emphasized.

HIT 112 Legal Aspects for Health Records
2 Credit Hours • 30 Contact Hours (Lecture)
Prerequisite: HIT 101
Introduces the student to the legal system and identified the role of the HIM professional in this system. Specific Federal and State laws are identified and discussed as they relate to release of medical information. Proposed Federal and State legislation that affects the health care industry is examined and discussed.

HIT 188 Health Information Practicum I
2 Credit Hours • 90 Contact Hours (Practicum)
Prerequisite: HIT 101, HIT 111, HIT 112
Provides a directed clinical experience in a health information department in a health care facility. This experience focuses on the practice of skills related to the application of legal principles, record analysis and abstraction and record retention and retrieval.

HIT 222 Quality Management
3 Credit Hours • 45 Contact Hours (Lecture)
Prerequisite: HIT 101, HIT 111, HIT 112
Introduces the student to the basic concepts of quality management in the health care environment. Requirements by regulatory agencies regarding quality, utilization and risk management are discussed. Data collection, verification, analysis and presentation techniques will be studied. The course emphasizes the ongoing use of objective data and feedback to improve processes, systems and patient outcomes.

HIT 225 Health Information Management
3 Credit Hours • 45 Contact Hours (Lecture)
Prerequisite: HIT 101, HIT 111, HIT 112
Concentrates on the principles of management as they relate to the administration of the health information management department as part of a health care organization.

HIT 231 Clinical Classifications II
5 Credit Hours • 75 Contact Hours (Lecture)
Prerequisite: BIO 216, HIT 101, HIT 111, HIT 112, MOT 130, MOT 131
Provides an intermediate study of ICD-9-CM coding conventions and principles. DRG and case mix logic along with regulations regarding their use in conjunction with optimization and compliance issues will be discussed. CPT/HCPCS in both the hospital-based outpatient and physician office settings will be studied. Students apply these skills in assigning codes for actual medical records from area facilities.

HIT 288 Health Information Practicum II
2 Credit Hours • 90 Contact Hours (Practicum)
Prerequisite: HIT 188, HIT 222, HIT 225, HIT 231
Focuses on the ability of the student to apply classroom knowledge in a clinical setting, practice professionalism, gain insight into the functions of the department and understand the relationship of health records to the facility as a whole. Emphasis is on the ability to act independently, complete assigned projects and demonstrate a good understanding of health information management concepts.

Health Professional Courses

HPR 101 Customer Service in Healthcare
2 Credit Hours • 30 Contact Hours (Lecture)
Instructs students in customer service theory and techniques specifically in the healthcare arena. This course will discuss therapeutic communication, conflict resolution, and negotiation, as well as employee/employer relations. Exploration of diverse populations and cultural sensitivity will be addressed.

HPR 102 CPR for Professionals
.5 Credit Hours • 7.5 Contact Hours (Lecture)
Meets the requirement for American Red Cross Professional Rescuer CPR or American Heart Association Basic Life Support for those who work in Emergency Services, Health Care, and other professional areas. Material presented in the course is basic patient assessment, basic airway management, rescue breathing, and CPR for infant, children, and adult patients.

HPR 104 Health Career Opt & Readiness
3 Credit Hours • 45 Contact Hours (Lecture)
Discusses current market trends in the medical profession, professional opportunities, continuing education, and professional affiliations. Discussions regarding resumes, portfolios, letters of inquiry, and interviewing techniques, as well as job search information is provided. This course is primarily informational and provides information to the student about aspect of career choices.

HPR 106 Law & Ethics for Health Professionals
2 Credit Hours • 30 Contact Hours (Lecture)
Introduces student to the study and application medico-legal concepts in medical careers. This course seeks to establish a foundation for ethical behavior and decision making in health professions.

HPR 108 Dietary Nutrition
1 Credit Hour • 15 Contact Hours (Lecture)
Prerequisite: BIO 111 (Grade of C or higher) or permission of instructor
Studies the basic principles in clinical practice involved in the assistance of health care. The course will cover factors which influence the nutritional status of individuals, methods of nutritional assessment and support, and diet modification for specific disease states.

HPR 111 Success Seminar
1 Credit Hour • 15 Contact Hours (Lecture)
Explores and engages success strategies for students entering the allied health programs. Included are topics related to support team building, learning styles, study skills, note taking, and test-taking specific to the health care professional programs.

HPR 112 Phlebotomy
4 Credit Hours • 135 Contact Hours (45 Lecture/Lab Combination, 90 Practicum)
Teaches the duties associated with the practice of venipuncture, capillary puncture, and special collection procedures. Students will have experience with quality control, infection control and safety procedures as well as laboratory computer systems. Students successfully completing this course may apply for a National Phlebotomy Registry Examination.

HPR 113 Advanced Phlebotomy
4 Credit Hours • 135 Contact Hours (45 Lecture/Lab Combination, 90 Practicum)
Prerequisite: HPR 112
Instructs students in advanced phlebotomy techniques to include patients in trauma, neonatal, geriatric, and long term acute care areas. In addition, laboratory procedures taught include specimen processing and advanced point-of-care instrumentation. This course includes a lecture/lab combination that teaches theory and direct application of theoretic content and clinical opportunities for student to master learned skills.

HPR 116 Computers in Health Care
1 Credit Hour • 30 Contact Hours (Lab)
Introduces the learner to use of personal computer technology and the concepts of software applicable to health care. Basic features of selected software, terminology related to hardware, software and online resources (which include PC, word processing, e-mail) and electronic health-based research will be emphasized. Provides opportunities for practical applications of computer skills to nursing care.

HPR 117 Anatomical Kinesiology
3 Credit Hours • 45 Contact Hours (Lecture)
Studies the anatomical bases of human movement.

HPR 120 Advanced Cardiac Life Support
1 Credit Hour • 22.5 Contact Hours (Lecture/Lab Combination)
Note: Must have Instructor permission to enroll
Presents the required material for ACLS completion. It will cover arrhythmias, medications, therapeutic modalities for life threatening arrhythmias, airway management, and other treatment modalities used in cardiac and respiratory arrest.

HPR 127 Home Health Care Assistant I
1 Credit Hour • 22.5 Contact Hours (Lecture/Lab Combination)
Provides skills through lecture and hands-on lab and experience in the classroom environment. Topics include family dynamics, communications skills, and boundaries. This course will allow for attendance to basic client needs while providing companionship. This course of study can be the foundation towards assisting the client in their home setting.

HPR 128 Personal Care Assistant
1 Credit Hour • 22.5 Contact Hours (Lecture/Lab Combination)
Provides skills through lecture and hands-on lab experience in the classroom environment. Topics include patient assistance skills in the home, safety issues & body mechanics. This course is designed to provide home care by assistants who attend to intermediate client medical needs in the home while continuing to provide companionship. This course builds on the knowledge of HPR 127.

HPR 129 Home Health Care Assistant II
1 Credit Hour • 22.5 Contact Hours (Lecture/Lab Combination)
Provides skills through lecture and hands-on lab, experience in both the classroom environment as well as the household sites. Topics include chronic illness & dying, marketing yourself. This course is designed to provide home care by assistants who attend to advanced medical client needs in the home while continuing to provide companionship. This course requires students to successfully complete HPR 127 and HPR 128 prior to enrollment and requires the completion of the skills check list with instructor approval prior to participation in the practicum.

HPR 130 Pediatric Advanced Life Support
1 Credit Hour • 22.5 Contact Hours (Lecture/Lab Combination)
Note: Must have Instructor permission to enroll
Provides students the needed information and skills as required by health care agencies for pediatric emergencies.

HPR 140 Orientation to Health Careers (Leadership)
6 Credit Hours • 90 Contact Hours (Lecture)
Compares various health careers, health ethics, and work trait attributes required in the health field. Students will be introduced to leadership skills through theory and participation in community awareness projects. The students will have the opportunity to participate in the student organization HOSA (Health Occupations Students of America).

HPR 178 Medical Terminology
2 Credit Hours • 30 Contact Hours (Lecture)
Introduces the student to the structure of medical terms with emphasis on using and combining the most common prefixes, roots and suffixes. Includes terms related to major body systems, oncology, psychiatry, as well as clinical laboratory and diagnostic procedures and imaging. Class structure provides accepted pronunciation of terms and relative use in the healthcare setting.

HPR 190 Basic EKG Interpretation
2 Credit Hours • 45 Contact Hours (Lecture/Lab Combination)
Provides instruction for interpretation of EKG strips, anatomy and physiology of the heart, using three-lead monitoring as a guide. Twelve-lead EKG may be discussed.

HPR 200 Advanced ECG Interpretations
2 Credit Hours • 45 Contact Hours (Lecture/Lab Combination)
Prerequisite: HPR 190
Focuses on each wave and interval of the complex, the axis, and the 12-lead presentation of some rhythm disturbances.

HPR 208 Advanced Medical Terminology
2 Credit Hours • 30 Contact Hours (Lecture)
Continues from a beginning medical terminology course for the student with emphasis on combining complex prefixes, roots and suffixes. Includes pathophysiology for major body systems. Includes terms related to diagnostic tools per body systems, as well as commonly used medical abbreviations.

Heating, Air Conditioning and Refrigeration Technology Courses

HVA 102 Basic Refrigeration
4 Credit Hours • 75 Contact Hours (30 Lecture, 45 Lecture/Lab Combination)
Introduces the basic theory of refrigeration systems, components, charging, recycling, and evacuation of refrigeration units.

HVA 105 Electricity for HVAC/R
4 Credit Hours • 75 Contact Hours (30 Lecture, 45 Lecture/Lab Combination)
Teaches resistance, current, voltage, and power in AC and DC circuits; measurements; computations of series and parallel circuits; circuit analysis and troubleshooting with basic test equipment.

HVA 110 Fundamentals of Gas Heating
4 Credit Hours • 75 Contact Hours (30 Lecture, 45 Lecture/Lab Combination)
Introduces students to the fundamentals of gas heating. Students work in a classroom and shop environment. Topics include the basics of gas heating systems, operation of gas valves and burners, gas pipe system design, gas piping system code requirements, and basic code requirements for heating systems.

HVA 111 Piping Skills
4 Credit Hours • 75 Contact Hours (30 Lecture, 45 Lecture/Lab Combination)
Studies the different types of tubing and piping materials used in HVAC/R applications. Studies the proper tubing and piping installation methods used in the HVAC/R field. Subjects covered will be the proper cutting and bending procedures including, pipe math and how to make piping offsets. Common types of piping joints will be discussed, including, swaging, flaring, soldering, and brazing. Also covered will be cutting and threading of steel pipe and other alternative mechanical piping connections. Shop projects will include both bench projects and also mock up installation projects.

HVA 112 R-410a
1 Credit Hour • 15 Contact Hours (Lecture)
Note: End of course certification test fee is a separate fee in addition to normal course fees
Enlightens the student on conditions required for proper operation with R-410a..

HVA 113 Refrigerant Recovery Training
1 Credit Hour • 15 Contact Hours (Lecture)
Note: End of course certification test fee is a separate fee in addition to normal course fees
Explains the laws regarding refrigerant recovery. The course includes hands-on use of recovery equipment. Upon successful completion of this course students will be prepared to take the EPA certification test. Test is offered following the class. Test fee is not included in course fee.

HVA 120 Green Technology Awareness
1 Credit Hour • 15 Contact Hours (Lecture)
Introduces the student to basic understanding of Green concepts, terminology, systems and the latest in technology. Also provides information on local rebates through local utilities. An end of course assessment – certification test will be given. Test fee is not included in course fee, but is a pass-thru fee.

HVA 132 Air Conditioning & Refrigeration Controls
4 Credit Hours • 75 Contact Hours (30 Lecture, 45 Lecture/Lab Combination)
Prerequisite: HVA 102 or concurrent enrollment, HVA 105 or concurrent enrollment
Continues HVA 105. The course applies the knowledge of basic electricity to controls related to air conditioning and refrigeration equipment. The course also works on reading and drawing schematic and ladder diagrams.

HVA 141 Sheet Metal Fabrication
2 Credit Hours • 45 Contact Hours (Lecture/Lab Combination)
Learn the basics of shop based sheet metal tools and hand tools and how they can be used to create fittings for residential ducting systems. Safety and operation of tools will be stressed. The student will learn to layout and fabricate a furnace plenum, a transition, square and radius elbows and other fittings as time permits.

HVA 142 Residential Air Conditioning
4 Credit Hours • 75 Contact Hours (30 Lecture, 45 Lecture/Lab Combination)
Prerequisite: HVA 102 or concurrent enrollment, HVA 105 or concurrent enrollment
Details the principles of operation, servicing, and installation of air conditioning systems as they apply to humidifying, cooling, and

dehumidifying a residential structure. Basic load calculations will be covered.

HVA 143 Residential HVAC Trouble Shooting
4 Credit Hours • 75 Contact Hours (30 Lecture, 45 Lecture/Lab Combination)
Prerequisite: HVA 110 or concurrent enrollment
Troubleshooting practical problems and techniques will be covered. Use of computer simulation as well as actual equipment will be utilized.

HVA 201 Heating For Commercial
3 Credit Hours • 60 Contact Hours (15 Lecture, 45 Lecture/Lab Combination)
Note: Sophomore standing or faculty consent
Covers hydronic and steam heating systems, including steam, hot water, and forced air-heating systems for commercial buildings.

HVA 204 Direct Digital Controls
4 Credit Hours • 75 Contact Hours (30 Lecture, 45 Lecture/Lab Combination)
Note: Sophomore standing or faculty consent
Introduces the student to the field of direct digital controls.

HVA 206 International Mechanical Code
4 Credit Hours • 60 Contact Hours (Lecture)
Prerequisite: HVA 110 or concurrent enrollment
Reviews in detail the Uniform Mechanical Code. The course is intended to give those entering the HVAC/R trade, as well as trades people taking certification examinations, a sound knowledge of this code.

HVA 222 HVAC & R Systems Troubleshooting
5 Credit Hours • 82.5 Contact Hours (60 Lecture, 22.5 Lecture/Lab Combination)
Note: Sophomore standing or faculty consent
Studies troubleshooting industrial and commercial heating, ventilating, air conditioning, and refrigeration systems.

HVA 233 Advanced Refrigeration
4 Credit Hours • 90 Contact Hours (Lecture/Lab Combination)
Note: Sophomore standing or faculty consent
Builds on the skills acquired in refrigeration fundamentals. The student will have an opportunity to study and to work on rooftop units, ice machines, and commercial reach-in and walk-in coolers.

HVA 241 Advanced Air Conditioning
3 Credit Hours • 60 Contact Hours (15 Lecture, 45 Lecture/Lab Combination)
Note: Sophomore standing or faculty consent
Studies commercial air conditioning systems to include centrifugal water chillers, air handlers, and building systems.

HVA 251 Building Automation I, Installer
4 Credit Hours • 75 Contact Hours (30 Lecture, 45 Lecture/Lab Combination)
Prerequisite: ELT 101 or concurrent enrollment
Helps the student with the installation of building automation devices with regard to HVAC equipment.

HVA 252 Building Automation II, Service
4 Credit Hours • 75 Contact Hours (30 Lecture, 45 Lecture/Lab Combination)
Prerequisite: HVA 251
Covers operating and modifying an installed building automation system. This is a highly interactive course where you will learn and exercise common applications of a building management system.

HVA 253 Building Automation III, Advanced Operations
4 Credit Hours • 75 Contact Hours (30 Lecture, 45 Lecture/Lab Combination)
Prerequisite: HVA 252
Covers complete set up and programming of a building automation system. The class includes extensive hands-on workshops.

HVA 259 Commercial HVAC System Design
4 Credit Hours • 60 Contact Hours (Lecture)
Prerequisite: HVA 105
Introduces the basics of designing HVAC systems as it relates to commercial buildings. Studying the areas of basic scientific principles relating to HVAC system designs, indoor air quality and comfort, heating and cooling load calculations and HVAC duct system design. Provides a foundation of knowledge related to commercial HVAC systems including what the HVAC designer thinks as they make system, zoning, equipment, and automatic control choices.

HVA 280 Internship
2 Credit Hours • 90 Contact Hours (Internship)
Gives the student an opportunity to apply their course studies in a specific area.

History Courses

HIS 101 Western Civilization: Antiquity – 1650: HI1
3 Credit Hours • 45 Contact Hours (Lecture)
Prerequisite: ENG 090
Explores a number of events, peoples, groups, ideas, institutions, and trends that have shaped Western Civilization from the prehistoric era to 1650. Reflects the multiple perspectives of gender, class, religion, and ethnic groups. Focuses on developing, practicing, and strengthening the skills historians use while constructing knowledge in this discipline.

HIS 102 Western Civilization: 1650 – Present: HI1
3 Credit Hours • 45 Contact Hours (Lecture)
Prerequisite: ENG 090
Explores a number of events, peoples, groups, ideas, institutions, and trends that have shaped Western Civilization from 1650 to the present. Reflects the multiple perspectives of gender, class, religion, and ethnic groups. Focuses on developing, practicing, and strengthening the skills historians use while constructing knowledge in this discipline.

HIS 111 The World: Antiquity – 1500: HI1
3 Credit Hours • 45 Contact Hours (Lecture)
Prerequisite: ENG 090
Explores a number of peoples, groups, ideas, institutions, and trends that have shaped World History from the prehistoric era to 1500. Reflects the multiple perspectives of gender, class, religion, and ethnic groups in a broad global sense. Focuses on the common denominators among all people. This approach goes beyond political borders to provide a better appreciation for different cultures. Focuses on developing, practicing, and strengthening the skills historians use while constructing knowledge in this discipline.

HIS 112 The World: 1500 – Present: HI1
3 Credit Hours • 45 Contact Hours (Lecture)
Prerequisite: ENG 090
Explores a number of peoples, groups, ideas, institutions, and trends that have shaped World History from 1500 to the present. Reflects the multiple perspectives of gender, class, religion, and ethnic groups in a broad global sense. Focuses on the common denominators among all people. This approach goes beyond political borders to provide a better appreciation for different cultures. Focuses on developing, practicing, and strengthening the skills historians use while constructing knowledge in this discipline.

HIS 201 U.S. History to Reconstruction: HI1
3 Credit Hours • 45 Contact Hours (Lecture)
Prerequisite: ENG 090
Explores events, trends, peoples, groups, cultures, ideas, and institutions in North America and United States history, including the multiple perspectives of gender, class, and ethnicity, between the period when Native American Indians were the sole

inhabitants of North America, and the American Civil War. Focuses on developing, practicing, and strengthening the skills historians use while constructing knowledge in the discipline.

HIS 202 U.S. History since the Civil War: HI1
3 Credit Hours • 45 Contact Hours (Lecture)
Prerequisite: ENG 090
Explores events, trends, peoples, groups, cultures, ideas, and institutions in United States History, including the multiple perspectives of gender, class, and ethnicity, between the period of the American Civil War and the present. Focuses on developing, practicing, and strengthening the skills historians use while constructing knowledge in the discipline.

HIS 206 U.S. Family History & Genealogy
3 Credit Hours • 45 Contact Hours (Lecture)
Prerequisite: ENG 090
Introduces genealogical and historical methods, sources, and standards for creating a family history using the broader context of social history—ordinary people's everyday lives. Team-taught by a historian and a genealogist.

HIS 207 American Environmental History: HI1
3 Credit Hours • 45 Contact Hours (Lecture)
Prerequisite: ENG 090
Traces and analyzes the relationships between Americans and their natural environments throughout the history of the United States. Environmental history interprets the changing ways diverse people have used and viewed their environments over time. Examines the development of conservation movements and environmental policies in modern America.

HIS 208 American Indian History: HI1
3 Credit Hours • 45 Contact Hours (Lecture)
Prerequisite: ENG 090
Analyzes historical and socio-cultural change for Native Americans from pre-colonial America to the present, emphasizing those processes and relations with non-Native Americans which have contributed to the current conditions.

HIS 209 History of the American Southwest
3 Credit Hours • 45 Contact Hours (Lecture)
Prerequisite: ENG 090
Traces and analyzes the cultural and historical development of what is now the southwestern United States, a region defined most by its arid environment and the cultural and political interactions of Southwest Indians, Spanish conquerors, Mexican settlers, late-coming Yankees, artists and artisans, and modern Sunbelt migrants.

HIS 215 Women in U.S. History: HI1
3 Credit Hours • 45 Contact Hours (Lecture)
Prerequisite: ENG 090
Examines women's changing roles in American history from the pre-colonial native population to the present. Emphasizes the nature of women's work and the participation of women in the family, political, religious, and cultural activities and in social reform movements.

HIS 225 Colorado History: HI1
3 Credit Hours • 45 Contact Hours (Lecture)
Prerequisite: ENG 090
Presents the story of the people, society, and cultures of Colorado from its earliest Native Americans, through the Spanish influx, the explorers, the fur traders and mountain men, the gold rush, railroad builders, the cattlemen and farmers, the silver boom, the tourists, and the modern state.

HIS 235 History of the American West
3 Credit Hours • 45 Contact Hours (Lecture)
Prerequisite: ENG 090
Traces the history of the American West, from the Native American cultures and the frontier experiences of America's earliest, eastern settlers, through the Trans-Mississippi West, across the great exploratory and wagon trails, and up to the present West, be it urban, ranching, reservation, resource management, or industrial. Emphasizes the north and central parts of the West.

HIS 236 U.S. History Since 1945: HI1
3 Credit Hours • 45 Contact Hours (Lecture)
Prerequisite: ENG 090
Focuses on the major political, economic, social, and cultural developments that have shaped modern America from 1945 to the present.

HIS 241 History of the Pikes Peak Region
3 Credit Hours • 45 Contact Hours (Lecture)
Prerequisite: ENG 090
Interprets the history of the southern Front Range area, centering on Colorado Springs and the surrounding communities, including the environmental and Native American background; the Spanish, Mexican, and Yankee exploration; Palmer and other developers; and the area's role as a Mecca for miners, tourists, health seekers, athletes, military installations, and religious groups.

HIS 243 History of Modern China: HI1
3 Credit Hours • 45 Contact Hours (Lecture)
Prerequisite: ENG 090
This course traces the political, ideological, economic, religious, social, and cultural developments of modern China from the Qing dynasty through the political and economic revolutions of the 20th century.

HIS 244 History of Latin America: HI1
3 Credit Hours • 45 Contact Hours (Lecture)
Prerequisite: ENG 090
Focuses on the major political, economic, social, and cultural influences that have shaped Latin America from pre-European conquest to the present. Emphasizes the early history of Latin America but connects it to the present.

HIS 247 20th Century World History: HI1
3 Credit Hours • 45 Contact Hours (Lecture)
Prerequisite: ENG 090
Investigates the major political, social, and economic developments, international relationships, scientific breakthroughs, and cultural trends that have shaped the various global regions and nation-states from 1900 to the present. Emphasizes the interactions of global regions and nation-states.

HIS 249 History of Islamic Civilization: HI1
3 Credit Hours • 45 Contact Hours (Lecture)
Prerequisite: ENG 090
Surveys the tenets of Islam and the political, social, and cultural history of the civilizations which embraced it from the 6th century to the modern day. Focuses on the diversity and dynamism of Islamic civilizations through time by looking at legal systems, scientific and artistic accomplishments, philosophical heterogeneity, and political developments

HIS 255 The Middle Ages: HI1
3 Credit Hours • 45 Contact Hours (Lecture)
Prerequisite: ENG 090
Focuses on political, social, cultural, economic and intellectual developments in Europe, Byzantium and the Islamic world from the collapse of Rome through the Renaissance, approximately A.D. 400-1400.

HIS 260 U.S. Foreign Relations History: HI1
3 Credit Hours • 45 Contact Hours (Lecture)
Prerequisite: ENG 090
Provides an overview of the history of United States foreign relations from the colonial era to the present and includes the pertinent political, military, economic, diplomatic, social, religious, ideological and cultural topics. At various points, issues such as race, class, gender, immigration, expansion, and the environment will be covered. This course also focuses on developing, practicing

and strengthening the skills historians use while constructing knowledge in the discipline.

Holistic Health Professional Courses

HHP 125 Feldenkrais Awareness
.5 Credit Hour • 15 Contact Hours (Lab)

Incorporates a series of lessons in how the body functions and how to use it more intelligently. Through gentle and exploratory movements, a student learns to retrain the central nervous system and free oneself from habitual patterns of moving, thinking, and feeling that contribute to stress and disease. Through increased bodily awareness, the student examines ways to move more easily during activities from vigorous sports to breathing, standing and walking.

Horse Training Management Courses

HTM 155 Foal Training
1 Credit Hour • 30 Contact Hours (Lab)
Provides each student with one or more weanlings to train in the following objectives; show at halter; load in trailer; and pick up all four feet.

HTM 260 Introduction to Internship
1 Credit Hour • 15 Contact Hours (Lecture)
Acquaints students with employer/employee relations, public relations, and expectations of internship prior to leaving campus.

HTM 280 Internship
0-12 Credit Hours • 45 Contact Hours per credit hour (Internship)
Provides each student with placement in the horse industry under a prominent person who specializes in the student's main are of interest for the spring semester. At the end of the semester, the student will return to campus for a seminar and analysis of the internship. Students must maintain a 2.5 GPA in HTM courses and 2.0 GPA in related courses to be placed on internship.

Hospitality Courses

HOS 112 Baking/Pastry
4 Credit Hours • 90 Contact Hours (Lecture/Lab Combination)
Introduces commercial baking and pastry production, nutrition, standard product and equipment identification, and supervisory techniques in the area of food production. The course includes classroom instruction, demonstrations, and actual baking of breads, pastries and desserts.

HOS 121 Food Preparation
4 Credit Hours • 90 Contact Hours (Lecture/Lab Combination)
Continues supplying the learner with information regarding a commercial food service environment, standard product and equipment identification, and supervisory techniques in the area of food production. The course includes classroom instruction, demonstrations and applies theory to commercial and institutional food service in an industrial environment, including basic cooking principles, recipes, menu development, and on-the-job training.

HOS 240 Purchasing & Menu Planning
3 Credit Hours • 67.5 Contact Hours (Lecture/Lab Combination)
Introduces the world of food service purchasing. The course initially provides the learner with an overview of the purchasing cycle and describes how to place and receive orders following procedures defined in the marketplace. The course describes the impact of innovative packaging processing on foods, describes the effect technology has on the present food service menu, and discusses concepts that impact the future.

HOS 280 Internship
3 Credit Hours • 135 Contact Hours (Internship)
Note: Must have faculty consent to enroll
Exposes the learner to the practical application of course studies in the hospitality industry. The course consists of practical experience in a hotel, restaurant, convention center, resort, tourism operation, or other professional opportunity in the hospitality industry.

Humanities Courses

Humanities courses may be taken in any order

HUM 103 Introduction to Film Art
3 Credit Hours • 45 Contact Hours (Lecture)
Prerequisite: ENG 090
Studies the relationships among film's stylistic systems, narrative systems, and audience reception. Students view, discuss, and critically analyze a variety of films which represent key historical and aesthetic periods as well as a variety of genres and themes. The course incorporates the vocabulary of stylistic systems (for instance, cinematography, editing, and art direction) and narrative systems (for instance, story structure and character motivation) as both relate to the kinds of meanings a film conveys.

HUM 115 World Mythology: AH2
3 Credit Hours • 45 Contact Hours (Lecture)
Prerequisite: ENG 090
Introduces students to the mythologies of various cultures. Common themes are illustrated and an interdisciplinary approach is used incorporating some of the following: religion, philosophy, art history, theater, literature, music, cultural studies, and history.

HUM 121 Early Civilizations: AH2
3 Credit Hours • 45 Contact Hours (Lecture)
Prerequisite: ENG 090
Introduces students to the history of ideas that have defined cultures through a study of the visual arts, literature, drama, music, and philosophy. It emphasizes connections among the arts, values, and diverse cultures, including European and non-European, from the Ancient world to 1000 C.E.

HUM 122 Medieval to Modern: AH2
3 Credit Hours • 45 Contact Hours (Lecture)
Prerequisite: ENG 090
Examines written texts, visual arts, and musical compositions to analyze and reflect the evolution and confluence of cultures in Europe, Asia, and the Americas from 800 C.E. to 1750 C.E.

HUM 123 The Modern World: AH2
3 Credit Hours • 45 Contact Hours (Lecture)
Prerequisite: ENG 090
Examines the cultures of the 17th through the 20th centuries by focusing on the interrelationships of the arts, ideas, and history. Considers the influences of industrialism, scientific development, and non-European peoples.

HUM 131 The Arts & Cultures of Mexico
3 Credit Hours • 45 Contact Hours (Lecture)
Prerequisite: ENG 090
Introduces students, through visual arts, music, and literature to attitudes toward the sacred and toward power (political, economic, social, religious) held by various cultures in Mexico from the Pre-Hispanic era to the mid-twentieth century.

HUM 163 Film Criticism
3 Credit Hours • 45 Contact Hours (Lecture)
Prerequisite: ENG 090
Considers different approaches to film criticism, including the journalist, humanist, auteurist, genre, social science, historical, and ideological/theoretical approaches. Students will view and analyze films applying each of the critical approaches through class discussion and other assignments.

HUM 164 American Cinema
3 Credit Hours • 45 Contact Hours (Lecture)
Prerequisite: ENG 090
Introduces film studies and surveys the American film industry as an art form, as an industry, and as a system of representation and communication. This course explores how Hollywood films work technically, aesthetically, and culturally to re-enforce and challenge America's national self-image.

HUM 201 Twentieth Century American Arts
3 Credit Hours • 45 Contact Hours (Lecture)
Prerequisite: ENG 090
Focuses on elements common to the arts of film, painting, architecture, literature, and music of 20th century United States. Students study the effects of the economy, business, and industry and traditional North American values and dreams on the arts.

HUM 236 North American Indian Arts
3 Credit Hours • 45 Contact Hours (Lecture)
Prerequisite: ENG 090
Focuses on North American Indian music, dance, architecture, painting, sculpture, pottery, and fashions through a study of the literature of Indian cultures in North America.

HUM 237 Hispanic Arts of the American Southwest
3 Credit Hours • 45 Contact Hours (Lecture)
Prerequisite: ENG 090
Examines the history, visual arts, and permanency of the Hispanic culture of the American Southwest. Through the study of historical sequences, major artistic expressions dating from 1598, and aspects of literature of the contemporary Hispanic society, students will gain an insight into the Hispanic cultural contributions to the Southwest.

HUM 238 Sacred Images, Sacred Spaces: Southwestern U.S.
3 Credit Hours • 45 Contact Hours (Lecture)
Prerequisite: ENG 090
Examines the historical, social, geographical, and cultural forces that influenced the design and presentation of sacred images in several Southwestern U.S. cultures. Students will study stylistic features of images in various media in relation to the sacred spaces where they are displayed or employed in rituals.

HUM 241 Asian Arts & Cultures
3 Credit Hours • 45 Contact Hours (Lecture)
Prerequisite: ENG 090
Explores the most popular religions and philosophies of China, Japan, and India and their relationships to the arts and cultures of Asia. Special emphasis will be placed on Hinduism, Buddhism, and Islam.

Interior Design Courses

IND 100 Interior Design Fundamentals
4 Credit Hours • 60 Contact Hours (Lecture)
Prerequisite: ENG 090, MAT 060
An introduction to design elements, principles and theory. Application techniques, emphasizing design relationships and composition, will be explored. Basic skills and techniques of both visual and oral presentations will be introduced.

IND 107 History of Interior Design
3 Credit Hours • 45 Contact Hours (Lecture)
Prerequisite: ENG 090, MAT 060
Offers a study of interiors and furnishings from the medieval period to the Revival styles of the mid-eighteenth century to the contemporary classics used in modern interiors today. Study of interior and exterior architectural elements, furniture, design motifs and ornamentation, fine arts and construction methods as it relates to the cultural, political, social, technological and economic conditions of the times.

IND 111 Drafting for Interiors
4 Credit Hours • 75 Contact Hours (30 Lecture, 45 Lecture/Lab Combination)
Introduces the basic drafting tools and techniques, graphic references and symbols, use of pencil and technical pen. Student learns to draft floor plans and interior elevations. Course also covers basic interior dimensioning and lettering as well as isometric drawing construction for interior components.

IND 113 Perspective & Rendering Technique
3 Credit Hours • 60 Contact Hours (15 Lecture, 45 Lecture/Lab Combination)
Teaches visual communication techniques, methods of communicating interior design plans, ideas and elements using sketching, 2D and 3D drawing and renderings. Emphasis is placed on 2D and 3D perspective drawings, illustrations and renderings.

IND 117 Interior Textiles
2 Credit Hours • 45 Contact Hours (Lecture/Lab Combination)
Study and research of fabric types, fibers, weaves, finishes, construction and dying & printing methods for residential and commercial fabrics and carpets. Emphasis is on selection of appropriate and code compliant products for environmental, durability and life safety concerns. Evaluation, selection and specification of textile products to create aesthetic and functional designs appropriate for residential and commercial interiors.

IND 118 Interior Finishes
2 Credit Hours • 45 Contact Hours (Lecture/Lab Combination)
Introduction to interior finish materials used as a means of functional and aesthetic application by the interior designer. Develop skills to specify appropriate materials, estimate quantities, develop costs and understand installation and removal associated with residential and commercial finishes, with a focus on sustainability.

IND 120 Interior Design II – Space Planning & Human Factors
3 Credit Hours • 60 Contact Hours (15 Lecture, 45 Lecture/Lab Combination)
Prerequisite: CAD 105
Develop awareness of human dimensions, spatial organization and the importance of physical and psychological characteristics of people. Ergonomics, building codes, ADA factors and universal design will be studied along with programming methods of gathering and organizing data for solving design problems and creating appropriate spatial relationships & furniture layouts for residential and commercial projects.

IND 151 Residential Design
4 Credit Hours • 82.5 Contact Hours (15 Lecture, 67.5 Lecture/Lab Combination)
Prerequisite: CAD 105, IND 120
Development of a residential studio project, with an emphasis on universal design and sustainability, by implementing the design process. Requires research and application of residential design solutions through space planning, furniture & finish selections & specifications, estimating quantities & costs and understanding budget. Includes development of construction documentation and professional presentation techniques.

IND 152 Commercial Design I
2 Credit Hours • 45 Contact Hours (Lecture/Lab Combination)
Prerequisite: CAD 105, IND 120
Introduces commercial design space planning and procedures for a variety of commercial project types. Emphasis will be placed on conceptual design, the programming and schematic design process, space planning and design documentation.

IND 161 Intro to Kitchen & Bath Design
3 Credit Hours • 60 Contact Hours (15 Lecture, 45 Lecture/Lab Combination)
Prerequisite: CAD 105, IND 111
Provides an introduction to Kitchen and Bath Design, applying NKBA guidelines. Students are introduced to an overview of Interior Design principles as they apply to Kitchen and Bath design. One portfolio project is produced using hand-drafting skills. Students are encouraged to produce the project using skills attained in this course.

IND 201 Commercial Design II
4 Credit Hours • 82.5 Contact Hours (15 Lecture, 67.5 Lecture/Lab Combination)
Prerequisite: IND 220
Development of a commercial studio project, while applying knowledge of code & ADA requirements, building systems, finish & furniture specifications and sustainability. Requires research and application of commercial design solutions through the design process. Includes development of construction documentation and professional presentation techniques.

IND 205 Professional Practice for Interior Designers
2 Credit Hours • 45 Contact Hours (Lecture/Lab Combination)
Introduces processes involved in creating and running a professional interior design business including legal, ethical, practical and professional requirements. Emphasis on business structures and practices, professional documentation and contracts, marketing techniques, job cost estimating, setting up industry accounts and project management methods. Students become familiar with business practices in both commercial and residential design firms and develop business plans and resumes.

IND 211 Interior Construction
4 Credit Hours • 75 Contact Hours (30 Lecture, 45 Lecture/Lab Combination)
Introduces the student to interior building systems and assemblies, construction documents and details, and codes applicable to interior architecture. Student will apply this knowledge to various graphic projects and is encouraged to produce projects using the computer and CAD software.

IND 220 Interior Design III – Materials, Details, Codes, & Specs
3 Credit Hours • 60 Contact Hours (15 Lecture, 45 Lecture/Lab Combination)
Prerequisite: IND 120
Study of local & national building and fire codes and their application in developing projects with concern for the health, safety and welfare of the public. Understanding and illustrating interior building materials and specifications, interior details and section drawings for custom elements through construction documentation.

IND 225 Lighting Design
3 Credit Hours • 45 Contact Hours (Lecture)
Prerequisite: IND 111
Teaches and applies basic knowledge of interior lighting technology and design. Content includes lamp classifications, color rendition, how lighting sources effect our perception of space, how to compute and control proper lighting levels, and how to communicate design information by means of a reflected ceiling plan and luminaire schedule. Students will be encouraged to produce projects using a variety of computer software applications.

IND 231 Sustainable Design
3 Credit Hours • 60 Contact Hours (15 Lecture, 45 Lecture/Lab Combination)
Creates an awareness and understanding of ecological issues while emphasizing the use of environmentally friendly materials and resources that do not compromise the effectiveness of the design. This course also investigates the practice of design to reduce the effects on the environment using renewable materials in the design and building for both residential and commercial property. Its emphases are to learn to conserve resources and to reduce the negative impact on the environment.

IND 261 Advanced Kitchen & Bath Design
3 Credit Hours • 60 Contact Hours (15 Lecture, 45 Lecture/Lab Combination)
Prerequisite: IND 161
Students analyze site conditions, design site-specific space plans, develop construction drawings, specify materials and finishes, infer project management steps, replicate product order and tracking conditions, and prepare client presentation materials for one Kitchen and one Bath Design project.

IND 278 Workshop (Design Portfolio)
1 Credit Hour • 22.5 Contact Hours (Lecture/Lab Combination)
Note: Must have Department Chair permission to enroll
Provides students with an experiential learning opportunity.

IND 280 Internship
1 Credit Hour • 45 Contact Hours (Internship)
Note: Must have Department Chair permission to enroll
Provides work experience in a business or industry.

IND 288 Practicum
1 Credit Hour • 30 Contact Hours (7.5 Lecture, 22.5 Practicum)
Note: Must have Department Chair permission to enroll
Provides students with a vehicle to pursue in depth exploration of special topics of interest.

IND 289 Capstone (Advance Design)
3 Credit Hours • 60 Contact Hours (15 Lecture, 45 Lecture/Lab Combination)
Note: Must have Department Chair permission to enroll
Provides a demonstrated culmination of learning within a given program of study.

Interpreter Prep Program Courses

IPP 121 Aspects of Interpreting I
3 Credit Hours • 45 Contact Hours (Lecture)
Prerequisite: ASL 123 or concurrent enrollment, ENG 121 or concurrent enrollment
Acquaints the student with the basics of interpreting. This will enable the student to understand what interpreting involves, and the professional requirements for being an interpreter. In this course, the student is introduced to the code of ethics, situation assessment required for effective interpreting, and certification of interpreters.

IPP 122 Aspects of Interpreting II
3 Credit Hours • 45 Contact Hours (Lecture)
Prerequisite: ASL 221 or concurrent enrollment, ENG 121, IPP 121
Provides a more in-depth study of the field of interpreting, expanding on the basics introduced in IPP 121. Lecture/discussion sessions will address ethical decision-making and cultural issues, as well as the various settings in which interpreters work. Students will have opportunities to observe various professional interpreters throughout the semester.

IPP 125 Oral Transliterating
2 Credit Hours • 30 Contact Hours (Lecture)
Prerequisite: IPP 121, IPP 132 or concurrent enrollment
Provides the student with the opportunity to develop basic oral communication facilitation skills. The course allows the student the advantage of learning the different techniques in rendering effective oral communication facilitation between consumers.

IPP 131 Text Analysis
3 Credit Hours • 45 Contact Hours (Lecture)
Prerequisite: ASL 122 (Grade of B or higher), ENG 090
Note: Completion of ASL 123 or concurrent enrollment

Focuses on learning and utilization of a sequenced method of preparing for interpreting assignments and analyzing English spoken text. Students will also increase their English and ASL vocabulary and learn to understand cultural implications in those languages.

IPP 132 Interpretation Analysis
3 Credit Hours • 45 Contact Hours (Lecture)
Prerequisite: ENG 121, IPP 131
Follows IPP 131 and is a continuation of the work begun in that course. The focus in this course is for students to interpret fully analyzed English texts and to analyze their own interpretations. Students will learn to see what they do well and what needs improvement as well as to develop exercises to improve their work. Students will continue the vocabulary work begun in IPP 131, further increasing English/Sign vocabulary and idioms.

IPP 145 Deaf People in Society
2 Credit Hours • 30 Contact Hours (Lecture)
Note: Completion of ANT 101 or concurrent enrollment
Expands the student's knowledge of the impact of deafness on the development of language and cognition and the socialization of Deaf individuals in a Hearing World.

IPP 147 Survey of Deaf Culture
3 Credit Hours • 45 Contact Hours (Lecture)
Prerequisite: ANT 101, ASL 123, IPP 145
Surveys the factors that contribute to defining Deaf persons as members of a cultural minority. This course will look at the impact of language on the culture as well as the role of norms, values, traditions, and minority groups within Deaf culture. Attention will also be given to identity and membership in Deaf culture.

IPP 205 Educational Interpreting
4 Credit Hours • 60 Contact Hours (Lecture)
Prerequisite: ASL 221 or concurrent enrollment, ENG 121, IPP 122 or concurrent enrollment
Helps students gain insight into the roles of the interpreter/tutor in the mainstream environment, and to recognize the implications of child development and classroom interaction patterns on interpreting. Students also discuss tutoring strategies.

IPP 207 Specialized & Technical Communication
2 Credit Hours • 30 Contact Hours (Lecture)
Prerequisite: IPP 132 (Grade of B or higher)
Note: Completion of ASL 222 or concurrent enrollment
Expands their repertoire of specialized and technical sign terminology and apply them in appropriate contexts.

IPP 225 English to ASL Interpreting
3 Credit Hours • 45 Contact Hours (Lecture)
Prerequisite: COM 115, IPP 132 (Grade of B or higher)
Note: Completion of ASL 222 or concurrent enrollment; must be taken with IPP 227 and IPP 229
Provides the student an opportunity to further develop interpreting skills from English to ASL.

IPP 227 ASL to English Interpreting
3 Credit Hours • 45 Contact Hours (Lecture)
Prerequisite: COM 115, IPP 132
Note: Completion of ASL 222 or concurrent enrollment, must be taken with IPP 225 and IPP 229
Provides the student an opportunity to build skills in interpreting and transliterating into spoken English from ASL and various contact varieties.

IPP 229 Transliterating
3 Credit Hours • 45 Contact Hours (Lecture)
Prerequisite: IPP 122, IPP 132 (Grade of B or higher)
Note: Completion of ASL 222 or concurrent enrollment; must be taken with IPP 225 and IPP 227
Provides the student with knowledge of transliterating techniques and ability to develop skills in transliterating spoken English into signed English. The student is introduced to the concept of transliterating and the differences in transliterating and interpreting.

IPP 235 Advanced Interpreting
4 Credit Hours • 60 Contact Hours (Lecture)
Prerequisite: ASL 222, IPP 225, IPP 227, IPP 229 (Grade of B or higher for all prerequisite courses)
Note: Should be taken with IPP 279 and IPP 281 in the final semester
Provides the student an opportunity to further develop and refine skills in ASL to English and English to ASL interpretation and transliteration.

IPP 279 Interpreter Seminar
3 Credit Hours • 45 Contact Hours (Lecture)
Prerequisite: IPP 235
Note: IPP 281 must be taken concurrently with IPP 279. Must have GPA of B or higher; Grade of B or higher in ASL 222, IPP 225, IPP 227, IPP 229
Grading: SU only
Provides the student with an open forum to discuss situations arising from interpreter assignments during internship and an opportunity to prepare for entering the interpreting field.

IPP 281 Internship
5 Credit Hours • 225 Contact Hours (Internship)
Prerequisite: IPP 235
Note: IPP 279 must be taken concurrently with IPP 281. Must have GPA of B or higher; Grade of B or higher in ASL 222, IPP 225, IPP 227, IPP 229
Grading: SU only
Provides field experience interpreting in a supervised educational, community, service agency, or other setting.

Italian Courses

ITA 101 Conversational Italian
3 Credit Hours • 45 Contact Hours (Lecture)
Provides the first course in a sequence for beginning students who wish to understand and speak Italian. The material includes basic vocabulary, grammar, and expressions that are used in daily situations and in travel.

ITA 111 Italian Language I
5 Credit Hours • 75 Contact Hours (Lecture)
Prerequisite: ENG 090
Develops students' interpretive, interpersonal, and presentational communicative abilities in the language. Integrates these skills in the cultural contexts in which the language is used. Offers a foundation in the analysis of culture.

ITA 112 Italian Language II
5 Credit Hours • 75 Contact Hours (Lecture)
Prerequisite: ITA 111 (Grade of C or higher)
Expands students' interpretive, interpersonal, and presentational communicative abilities in the language across the disciplines. Integrates these skills with the study of the cultures in which the language is used. Offers a foundation in the analysis of culture and develops intercultural communicative strategies.

ITA 211 Italian Language III: AH4
3 Credit Hours • 45 Contact Hours (Lecture)
Prerequisite: ITA 112 (Grade of C or higher)
Continues Italian Language I and II in the development of increased functional proficiency in listening, speaking, reading, and writing the Italian language.

ITA 212 Italian Language IV: AH4
3 Credit Hours • 45 Contact Hours (Lecture)
Prerequisite: ITA 211 (Grade of C or higher)
Continues Italian Language I, II and III in the development of increased functional proficiency in listening, speaking, reading and writing the Italian language.

Japanese Courses

JPN 101 Conversational Japanese I
3 Credit Hours • 45 Contact Hours (Lecture)
Prerequisites: ENG 090
Introduces beginning students to conversational Japanese and focuses on understanding and speaking Japanese. Covers basic vocabulary, grammar, and expressions that are used in daily situations and in travel.

JPN 111 Japanese Language I
5 Credit Hours • 75 Contact Hours (Lecture)
Prerequisite: ENG 090
Begins a sequence dealing with the development of functional proficiency in listening, speaking, reading, and writing the Japanese language.

JPN 112 Japanese Language II
5 Credit Hours • 75 Contact Hours (Lecture)
Prerequisite: JPN 111 (Grade of C or higher)
Continues Japanese Language I in the development of functional proficiency in listening, speaking, reading, and writing the Japanese language.

JPN 211 Japanese Language III: AH4
3 Credit Hours • 45 Contact Hours (Lecture)
Prerequisite: JPN 112 (Grade of C or higher)
Continues Japanese Language I and II in the development of increased functional proficiency in listening, speaking, reading, and writing the Japanese language.

JPN 212 Japanese Language IV: AH4
3 Credit Hours • 45 Contact Hours (Lecture)
Prerequisite: JPN 211 (Grade of C or higher)
Continues Japanese Language I, II, and III in the development of increased functional proficiency in listening, speaking, reading, and writing the Japanese language.

Journalism Courses

JOU 102 Introduction to Editing for Media
3 Credit Hours • 45 Contact Hours (Lecture)
Focuses on the process of editing articles for publication in newspapers, newsletters, magazines, and the Internet. The Associated Press style is emphasized.

JOU 105 Introduction to Mass Media: SS3
3 Credit Hours • 45 Contact Hours (Lecture)
Prerequisite: ENG 090
Places the mass media in an historical and cultural perspective, considering the validity, integrity, and influence of the media in a democracy.

JOU 106 Fundamentals of Reporting
3 Credit Hours • 60 Contact Hours (30 Lecture, 30 Lab)
Prerequisite: ENG 090
Introduces newswriting, reporting, and interviewing with an emphasis on clarity, accuracy, completeness, timeliness, and fairness.

JOU 109 Introduction to Desktop Publishing
3 Credit Hours • 60 Contact Hours (30 Lecture, 30 Lab)
Introduces fundamentals of desktop publishing, using database files, desktop publishing, and graphics programs, as well as HTML coding, to design brochures, fliers, newsletters, newspapers, and Web sites. Students will also create database files and charts for computer-assisted reporting.

JOU 111 Principles of Advertising
3 Credit Hours • 45 Contact Hours (Lecture)
Employs design concepts, principles, and practices for advertising management for the mass media.

JOU 114 TV Production
3 Credit Hours • 45 Contact Hours (Lecture)
Covers principles and techniques of television production, as well as the role of the director/producer.

JOU 121 Photojournalism
3 Credit Hours • 60 Contact Hours (30 Lecture, 30 Lab)
Provides an introductory, hands-on course in black-and-white photography, with an emphasis on photojournalistic techniques, processing, and printing. This course includes an investigation of word/pictures relationships in creating photo essays for publications.

JOU 206 Intermediate Newswriting & Editing
3 Credit Hours • 60 Contact Hours (30 Lecture, 30 Lab)
Prerequisite: ENG 090, JOU 106
Presents how to gather information as an investigative reporter through research of local, state, and federal government publications, how to cover police beat and city hall, how our courts and regulatory agencies function, and how to cover other challenges such as the environment, religion, science, medical, public safety, and business.

JOU 215 Publications Production & Design
3 Credit Hours • 60 Contact Hours (30 Lecture, 30 Lab)
Prerequisite: ENG 090
Provides for students' participation in the planning, writing, design, and production processes of a non-newspaper publication.

JOU 221 Newspaper Design I
3 Credit Hours • 75 Contact Hours (15 Lecture, 60 Lab)
Prerequisite: ENG 090
Provides students with experience in newswriting, editing, design, layout, and advertising for newspaper production. Students may be required to work on the college newspaper or other news-oriented publications.

JOU 222 Newspaper Design II
3 Credit Hours • 75 Contact Hours (15 Lecture, 60 Lab)
Prerequisite: JOU 221
Allows students to build their newspaper production experience through work on the college newspaper or other approved news-oriented publications.

JOU 231 Introduction to Public Relations
4 Credit Hours • 60 Contact Hours (Lecture)
Prerequisite: JOU 106
Focuses on public relations and its role for the individual, the non-profit organization, business, and government; research methodology, principles and practices necessary to become a public relations practitioner; and media channels best suited to a persuasive appeal or crisis.

JOU 241 Feature and Magazine Writing
3 Credit Hours • 45 Contact Hours (Lecture)
Prerequisite: ENG 121
Studies trade, consumer, and technical markets; manuscript development with emphasis on nonfiction; submission techniques; and trends affecting the marketing of manuscripts.

JOU 280 Internship
3-5 Credit Hours • 45 Contact Hours per credit hour (Internship)
Note: Must have faculty consent to enroll
Provides a structured, guided, and individualized research that is organized and tailored around the interests and needs of the individual student who may use journalism skills and experiences acquired during previous coursework.

Law Enforcement Courses

LEA 101 Basic Police Academy I
6 Credit Hours • 135 Contact Hours (Lecture/Lab Combination)
Prerequisite: Permission of Academy Director.
Note: Taken concurrently with LEA 102, LEA 103, LEA 104, LEA 105, LEA 106, LEA 107, LEA 108, PED 110
Conforms to POST standards and state certification requirements as well as the basic skills and knowledge necessary to perform the entry level duties of a peace officer. Emphasis will be on simulating actual situations utilizing a lecture and laboratory mode of learning.

LEA 102 Basic Police Academy II
12 Credit Hours • 270 Contact Hours (Lecture/Lab Combination)
Prerequisite: Permission of Academy Director.
Note: Taken concurrently with LEA 101, LEA 103, LEA 104, LEA 105, LEA 106, LEA 107, LEA 108, PED 110
Conforms to POST standards and state certification requirements as well as the basic skills and knowledge to perform the entry level duties of a peace officer. Emphasis will be on simulating actual situations utilizing a lecture and laboratory mode of learning.

LEA 103 Basic Law Enforcement Academy III
2 Credit Hours • 45 Contact Hours (Lecture/Lab Combination)
Prerequisite: Permission of Academy Director.
Note: Taken concurrently with LEA 101, LEA 102, LEA 104, LEA 105, LEA 106, LEA 107, LEA 108, PED 110
Enhances the standards established by the P.O.S.T. Board and state certification requirements as well as the basic skills and knowledge necessary to perform the entry level duties of a Police Officer. Emphasis will be on expanding the P.O.S.T. curriculum to create a unique learning experience.

LEA 104 Basic Law Enforcement Academy IV
1 Credit Hour • 22.5 Contact Hours (Lecture/Lab Combination)
Prerequisite: Permission of Academy Director.
Note: Taken concurrently with LEA 101, LEA 102, LEA 103, LEA 105, LEA 106, LEA 107, LEA 108, PED 110
Enhances the standards established by the P.O.S.T. Board and state certification requirements as well as the basic skills and knowledge necessary to perform the entry level duties of a Police Officer. Emphasis will be on expanding the P.O.S.T. curriculum to create a unique learning experience.

LEA 105 Basic Law
8 Credit Hours • 120 Contact Hours (Lecture)
Prerequisite: Permission of Academy Director.
Note: Taken concurrently with LEA 101, LEA 102, LEA 103, LEA 104, LEA 106, LEA 107, LEA 108, PED 110
Conforms to POST standards and state certification requirements as well as the basic skills and knowledge necessary to perform the entry level duties of a peace officer. Emphasis will be on United States Constitution, arrest, search and seizure, interrogation and confessions, rules of evidence, Colorado Criminal Code, Colorado Traffic Code, Colorado Children's Code, Liquor Code and controlled substances.

LEA 106 Arrest Control Techniques
3 Credit Hours • 67.5 Contact Hours (Lecture/Lab Combination)
Prerequisite: Permission of Academy Director.
Note: Taken concurrently with LEA 101, LEA 102, LEA 103, LEA 104, LEA 105, LEA 107, LEA 108, PED 110
Grading: SU only
Covers the skills, knowledge and abilities necessary to effectively maintain control of a suspect when making an arrest. Emphasizes the continuum of force and de-escalation of force.

LEA 107 Law Enforcement Driving
3 Credit Hours • 67.5 Contact Hours (Lecture/Lab Combination)
Prerequisite: Permission of Academy Director.
Note: Taken concurrently with LEA 101, LEA 102, LEA 103, LEA 104, LEA 105, LEA 106, LEA 108, PED 110
Grading: SU only
Covers the skills, knowledge and abilities required for operation of a law enforcement vehicle. Emphasizes defensive driving. Enables students to demonstrate skills by driving a vehicle under simulated conditions.

LEA 108 Firearms
3 Credit Hours • 67.5 Contact Hours (Lecture/Lab Combination)
Prerequisite: Permission of Academy Director.
Note: Taken concurrently with LEA 101, LEA 102, LEA 103, LEA 104, LEA 105, LEA 106, LEA 107, PED 110
Grading: SU only
Discusses the skills, knowledge and abilities necessary to safely use police firearms. Students will demonstrate skills by firing weapons on a firing range. The student will demonstrate basic safety techniques and will explain the firearms role within the continuum of force.

LEA 113 Basic Handgun Training
1 Credit Hour • 18.75 Contact Hours (7.5 Lecture, 11.25 Lecture/Lab Combination)
Discusses the skills, knowledge and abilities necessary to safely carry, use and discharge a handgun in the State of Colorado. This course meets the Colorado statutory requirements for training in conjunction with an application for a Concealed Carry Permit. This course involves live-fire exercises, and completion of this course will certify completion of the N.R.A. Basic Pistol Course.

LEA 117 Advanced Handgun Training
3 Credit Hours • 52.5 Contact Hours (30 Lecture, 22.5 Lecture/Lab Combination)
Discusses the skills, knowledge and abilities necessary to safely carry, use and discharge a handgun in the State of Colorado. This course meets the Colorado statutory requirements for training in conjunction with an application for a Concealed Carry Permit. This course involves live-fire exercises, and completion of this course will certify completion of the N.R.A. Basic Pistol Course, Advanced Weapon Cleaning and Maintenance, N.R.A. Refuse to Be the Victim, Defensive Shooting, Advanced Concealed Carry and the Safe Magazine Loading and Unloading programs.

LEA 118 Report Writing
3 Credit Hours • 45 Contact Hours (Lecture)
Prerequisite: ENG 121 or ENG 131
Identifies the areas of concern in regards to proper documentation of police related activities. Focuses on report writing skills, proper structuring of interviews, and chronological documentation of events. Incorporates proper sentence structuring, the use of correct terminology, and accuracy in written reports.

LEA 126 Patrol Procedures
3 Credit Hours • 45 Contact Hours (Lecture)
Focuses on an in-depth study of the basic knowledge and skills required of a peace officer to safely and effectively accomplish the patrol procedure.

LEA 167 Fingerprinting
3 Credit Hours • 67.5 Contact Hours (Lecture/Lab Combination)
An in-depth instruction of the interpretation, classification, and presentation in court of the Henry System of classification of fingerprint patterns. Instructor includes the discussion of lifting and preserving fingerprints from crime scenes. The processing of a crime scene using basically powders and a magna brush. The student will be proficient in the Henry System and use all kits and allied equipment in a high level at the completion of the course.

LEA 218 Drug Investigative Strategies
3 Credit Hours • 45 Contact Hours (Lecture)
Focuses on laws dealing with gambling, prostitution, sex crimes, and narcotics. Emphasizes special techniques employed in the detection, suppression, and apprehension of violators. Includes effects of drugs and narcotics, identification of narcotics, and terminology.

LEA 219 Police Intelligence
2 Credit Hours • 30 Contact Hours (Lecture)
Focuses on the fundamentals of how law enforcement agencies apply intelligence in police operations and combat organized crime. Explains the structure, training, staffing, and security of intelligence units and demonstrates operating guidelines at a command level.

LEA 227 Law Enforcement Supervisory Training Program
2 Credit Hours • 30 Contact Hours (Lecture)
Develops the Law Enforcement Supervisor. It provides an overview of police supervision and gives the student an understanding of the first-line supervisor's role from three perspectives: management expectations, first-line supervisor's concept of the role, and subordinate's expectations. This is a P.O.S.T. approved course.

LEA 240 Criminal Investigations
3 Credit Hours • 45 Contact Hours (Lecture)
Introduces investigation methods and procedures from preliminary through the follow-up stages.

LEA 246 Traffic Investigation
3 Credit Hours • 45 Contact Hours (Lecture)
Provides an overview of the skills and concepts necessary to complete an accurate investigation of a traffic collision. Emphasizes traffic management concepts, selective traffic enforcement, and safety issues.

LEA 260 Police Photography
3 Credit Hours • 60 Contact Hours (15 Lecture, 45 Lecture/Lab Combination)
Focuses on current methods and techniques of police photography. Includes the use, nomenclature, and operation of 35mm and 4x4 cameras at simulated crime scenes and traffic accidents. Incorporates the development, printing, and enlargement of photos.

Literature Courses

LIT 115 Introduction to Literature I: AH2
3 Credit Hours • 45 Contact Hours (Lecture)
Prerequisite: ENG 121 or concurrent enrollment
Introduces students to fiction, poetry, and drama. Emphasizes active and responsive reading.

LIT 121 Survey of World Mythology Literature
3 Credit Hours • 45 Contact Hours (Lecture)
Prerequisite: ENG 121 or concurrent enrollment
Teaches students how to define mythology and how to read, analyze, and recognize mythic patterns and archetypes in diverse world literatures, both ancient and modern. The course will focus on identifying the elements of myth and analyzing how these elements appear in, and are altered by, cultural stories and authorial literature from multiple eras.

LIT 125 Study of the Short Story
3 Credit Hours • 45 Contact Hours (Lecture)
Prerequisite: ENG 121 or concurrent enrollment
Focuses on careful reading and interpretation of the short story as a distinct genre. It examines formal as well as thematic elements of short fiction. Critical thinking, discussion, and writing about short stories will enhance perceptive reading skills and heighten awareness of the human condition.

LIT 201 World Literature to 1600: AH2
3 Credit Hours • 45 Contact Hours (Lecture)
Prerequisite: ENG 121 or concurrent enrollment
Examines significant writings in world literature from the ancients through the Renaissance. Emphasizes careful readings and understanding of the works and their cultural backgrounds.

LIT 202 World Literature after 1600: AH2
3 Credit Hours • 45 Contact Hours (Lecture)
Prerequisite: ENG 121 or concurrent enrollment
Examines significant writings in world literature from the seventeenth century to the present. Emphasizes careful reading and understanding of the works and their cultural backgrounds.

LIT 205 Ethnic Literature: AH2
3 Credit Hours • 45 Contact Hours (Lecture)
Prerequisite: ENG 121 or concurrent enrollment
Focuses on significant texts by ethnic Americans including African-American, Native American, Latino/a, and Asian Americans. Emphasizes careful reading and understanding of the cultural and literary elements of the works.

LIT 211 American Literature to the Civil War: AH2
3 Credit Hours • 45 Contact Hours (Lecture)
Prerequisite: ENG 121 or concurrent enrollment
Provides an overview of American literature from the Native American through the nineteenth century Romantics. It explores ideas, historical and social contexts, themes and literary characteristics of works in various genres by major writers.

LIT 212 American Literature after the Civil War: AH2
3 Credit Hours • 45 Contact Hours (Lecture)
Prerequisite: ENG 121 or concurrent enrollment
Provides an overview of American literature from the mid-nineteenth century to the present. It explores ideas, historical and social contexts, themes and literary characteristics of works in various genres by major writers.

LIT 221 British Literature to 1770: AH2
3 Credit Hours • 45 Contact Hours (Lecture)
Prerequisite: ENG 121 or concurrent enrollment
Provides an overview of British literature from the Anglo-Saxon period through the 17th century. It explores ideas, historical and social contexts, themes and literary characteristics of works in various genres by major writers.

LIT 222 British Literature since 1770: AH2
3 Credit Hours • 45 Contact Hours (Lecture)
Prerequisite: ENG 121 or concurrent enrollment
Provides an overview of British literature from the 18th century to the present. It explores ideas, historical and social contexts, themes and literary characteristics of works in various genres by major writers.

LIT 225 Introduction to Shakespeare: AH2
3 Credit Hours • 45 Contact Hours (Lecture)
Prerequisite: ENG 121 or concurrent enrollment
Explores a selection of works by William Shakespeare. It focuses on careful reading and interpretation of the plays and poems, includes pertinent information about Elizabethan England, and examines formal as well as thematic elements of the selected works.

LIT 235 Science Fiction
3 Credit Hours • 45 Contact Hours (Lecture)
Examines the techniques and issues of science fiction through a close reading of a variety of writers in the genre.

LIT 246 Literature of Women
3 Credit Hours • 45 Contact Hours (Lecture)
Prerequisite: ENG 121 or concurrent enrollment
Examines the techniques and themes in literature by and about women by examining women's issues from various genres.

LIT 248 Native American Literature
3 Credit Hours • 45 Contact Hours (Lecture)
Prerequisite: ENG 121 or concurrent enrollment
Examines oral and written literature created by Native American peoples. Emphasizes narrative and ceremonial literature from the oral tradition. Examines oratory, autobiography, essays, poetry, short stories, and novels as oral and written forms.

LIT 255 Children's Literature
3 Credit Hours • 45 Contact Hours (Lecture)
Prerequisite: ENG 121 or concurrent enrollment
Evaluates the criteria for selecting appropriate literature for children through exploration of genres, age levels, values taught through literature, and the literary and artistic quality of various texts.

LIT 257 Literature & Film
3 Credit Hours • 45 Contact Hours (Lecture)
Prerequisite: ENG 121 or concurrent enrollment
Examines the relationship between literature and motion pictures, emphasizing the technique and interpretive function of filmmakers.

LIT 268 Celtic Literature: AH2
3 Credit Hours • 45 Contact Hours (Lecture)
Prerequisite: ENG 121 or concurrent enrollment
Exposes the student to Irish literature. The course examines significant writings in Irish literature from the ancients through to the twenty-first century. The course emphasizes the careful reading and understanding of works of poetry, fiction, and drama, as well as their cultural backgrounds.

LIT 269 Popular Literature & Culture
3 Credit Hours • 45 Contact Hours (Lecture)
Prerequisite: ENG 121 or concurrent enrollment
Explores special interests in literature, such as Detective Fiction and Science Fiction.

Machining Courses

MAC 101 Introduction to Machine Shop
3 Credit Hours • 67.5 Contact Hours (Lecture/Lab Combination)
Covers safety procedures, use of bench tools, layout tools, power saws, drill presses, precision measurement tools, and various hand tools related to the machine shop. Also included are sharpening drill bits and general purpose turning tools for the lathe as well as determining speeds and feeds for both the lathe and the milling machine.

MAC 102 Blueprint Reading
3 Credit Hours • 67.5 Contact Hours (Lecture/Lab Combination)
Students read blueprints and interpret symbols, notes dimensions, and tolerances.

MAC 110 Introduction to Engine Lathe
3 Credit Hours • 67.5 Contact Hours (Lecture/Lab Combination)
Prerequisite: MAC 101, MAC 102 or concurrent enrollment
Introduces basic lathe applications which will consist of identifying lathe components and controls, understanding turning safety, calculating speeds and feeds, using various tools and tool holders, identifying basic tool geometry, and the use of common lathe spindle tooling. Students will perform basic lathe operations, which will consist of facing, center-drilling, chuck turning, turning between centers, boring, grooving, tapers, knurling, and single point threading. Students will be required to produce specified parts to a tolerance of +/- .004 in. and perform competencies set by manufacturing standards.

MAC 111 Intermediate Engine Lathe
3 Credit Hours • 67.5 Contact Hours (Lecture/Lab Combination)
Prerequisite: MAC 110 or concurrent enrollment
Teaches students to prepare single point external and internal unified screw threads to a Class 3 fit, generate angles with the compound rest within one degree, ream holes concentric within .001 inches, determine cutting speeds, and perform facing and turning operations.

MAC 112 Advanced Engine Lathe
3 Credit Hours • 67.5 Contact Hours (Lecture/Lab Combination)
Prerequisite: MAC 102 or concurrent enrollment
Prepares students to form radius, single-point isometric threads, turn spherical radius, use a radius gauge, and work within .0005 inches tolerance externally.

MAC 120 Introduction to Milling Machine
3 Credit Hours • 67.5 Contact Hours (Lecture/Lab Combination)
Prerequisite: MAC 101, MAC 102 or concurrent enrollment
Teaches students to identify the major parts of the vertical mill; align a vise; use an indicator, edge finder, and boring head; determine speeds and feeds; perform simple indexing; mill flat and square surfaces and slots; drill, bore, and tap holes; and work within a plus or minus .002 inch tolerance.

MAC 121 Intermediate Milling Machine
3 Credit Hours • 67.5 Contact Hours (Lecture/Lab Combination)
Prerequisite: MAC 120 or concurrent enrollment
Prepares students to determine hole locations by coordinates and degrees, use a rotary table, use a jig bore to drill holes by the coordinate method, and work within plus or minus .001 inch tolerance.

MAC 122 Advanced Milling Machine Operations
3 Credit Hours • 67.5 Contact Hours (Lecture/Lab Combination)
Prerequisite: MAC 121 or concurrent enrollment
Prepares students to indicate the head of a vertical mill, bore holes, drill holes at an angle, and work with tolerances of .0008 inches location and diameter.

MAC 201 Introduction to CNC Turning Operations
3 Credit Hours • 45 Contact Hours (Lecture)
Covers computer numerical control (CNC) lathe operations, control functions, the letter address system, the program format, and machine setup. G & M codes, control functions, the letter address system, and math issues related to CNC are included. This class is NOT offered on an open-entry, open-exit basis.

MAC 202 CNC Turning Operations II
3 Credit Hours • 45 Contact Hours (Lecture)
Prerequisite: MAC 201 or concurrent enrollment
Prepares students to write basic computer numerical control (CNC) lathe part programs. G and M codes, math related to CNC, setups, speeds and feeds, straight turning, spherical turning, threading, chamfering, tapering, drilling, tapping, boring, and grooving. Cutter compensations, sub-programming techniques, repetitive cycles, and both absolute and incremental exercises will be incorporated into programs. Students will also proof and edit the programs to make them valid. This class is NOT offered on an open-entry, open-exit basis.

MAC 205 Introduction to CNC Milling Operations
3 Credit Hours • 45 Contact Hours (Lecture)
Provides transitional information between conventional machining applications and the typical applications found in computer numerical control machining. Topics may consist of numerical control systems, The Cartesian coordinate system, high efficiency tooling applications, objectives of numerical control, calculating speed and feed rates, defining and calculating tool motion, fixturing requirements, basic program structure, programming codes, and basic conversational programming. Operations of NC machines will be required.

MAC 206 CNC Milling Operations II
3 Credit Hours • 45 Contact Hours (Lecture)
Prerequisite: MAC 205 or concurrent enrollment
Exposes the student to the principle operations of both vertical and horizontal CNC milling machines via lecture instruction methods, multi-media instruction methods, and manufacturing hands-on methods. The student will be exposed to the basic CNC

machining center, principle operations, manual controls, programming methods, tool-offsets, G54-G59 work offsets, cutter radius compensation, and tool selection methods. General operator skills and basic setup skills will be stressed.

MAC 207 CNC Milling Lab
3 Credit Hours • 67.5 Contact Hours (Lecture/Lab Combination)
Prerequisite: MAC 206 or concurrent enrollment
Prepares students to write programs and run parts from both blueprints provided and per individual student designs. Proofing and editing programs, sub-programs, managing cutter compensations, fixture offsets, and overall execution at the machine will be the primary focus.

MAC 240 CAD/CAM 2D
3 Credit Hours • 67.5 Contact Hours (Lecture/Lab Combination)
Provides the student with the essential concepts and techniques that are required to successfully create part geometry, generate tool path, verify tool path models, and post process the NC codes. The student will be exposed to a 2-axis machining, 3-axis machining wire frame and surface modeling, lathe programming, and DNC systems. Programming projects and models will be demonstrated in the CNC manufacturing lab.

MAC 241 CAD/CAM 2D Lab
3 Credit Hours • 67.5 Contact Hours (Lecture/Lab Combination)
Prerequisite: MAC 240 or concurrent enrollment
Requires students to produce a variety of lab exercises on robotic machinery in conjunction with MAC 240. Aspects of toolpaths for contour, drill, and pocket will be covered. Chaining geometry, setting parameters, and managing cutter compensations will be addressed in both multi-tool programs and re-machining operations. Coursework will primarily focus on 2D geometry projects.

MAC 245 CAD/CAM 3D
3 Credit Hours • 67.5 Contact Hours (Lecture/Lab Combination)
Covers both the production and surfacing of three-dimensional geometry in a self-paced setting. Issues will be covered related to the production of wire frames, solids, surfaces, the joining of surfaces, joining of solids, managing construction planes, sweeping, rotating, and controlling parameter settings. A familiarity with Mastercam, CNC programming techniques, and CNC operations is recommended.

MAC 246 CAD/CAM 3D Lab
3 Credit Hours • 67.5 Contact Hours (Lecture/Lab Combination)
Prerequisite: MAC 245 or concurrent enrollment
Requires students to produce a variety of three dimensional lab exercises on robotic machinery in a self-paced format in conjunction with MAC 245. Coursework will focus primarily on advanced geometry to include developing an understanding of CNC codes related to work offsets, cutter compensations, and tool management within CADCAM programs on the milling machine.

MAC 250 Advanced Inspection Techniques
3 Credit Hours • 67.5 Contact Hours (Lecture/Lab Combination)
Prerequisite: MAT 107
Exposes the student to the principles of dimensional metrology. Students will learn how to use common measuring instruments relating to state-of-the-art manufacturing environments. Students will also learn the importance of Quality Control, TQM, and SPC processes as they relate to manufacturing environments. Use of a coordinate measuring machine will be delivered.

MAC 252 Practical Metallurgy
3 Credit Hours • 67.5 Contact Hours (Lecture/Lab Combination)
Offers a study of metallurgical terms and definitions in an effort to understand both the behavior of metals and their service to industry. Characteristics during heating, cooling, shaping, forming, and the stresses related to their mechanical properties are covered. The theory behind the alloys, heat treatment processes, and the impact they have on strength, toughness, hardness, elasticity, ductility, malleability, wear resistance, and fatigue resistances is investigated.

Management Courses

MAN 116 Principles of Supervision
3 Credit Hours • 45 Contact Hours (Lecture)
Studies the principles and techniques of supervising and motivating personnel. This course is designed for students who are interested in supervising others or for those currently in supervision. Course content focuses on the human interaction in supervision.

MAN 117 Time Management
1 Credit Hour • 22.5 Contact Hours (Lecture/Lab Combination)
Provides students with the conceptual knowledge and tools to make better use of their time in the management function.

MAN 125 Team Building
1 Credit Hour • 22.5 Contact Hours (Lecture/Lab Combination)
Introduces the concept of working as a team member. Activities and assignments will emphasize the ability to negotiate, work together, build consensus, and make quality decisions.

MAN 128 Human Relations in Organizations
3 Credit Hours • 45 Contact Hours (Lecture)
Explores the importance of effective communication in our personal lives as well as in the world of business. Practical business applications such as employee motivation, handling customer complaints, and effectively resolving conflict in the workplace will be a major part of the curriculum.

MAN 200 Human Resource Management I
3 Credit Hours • 45 Contact Hours (Lecture)
Prerequisite: BUS 115
Provides the student with a broad overview of the contemporary issues, theories, and principles used to effectively manage human resources. Topics include recruiting, hiring, compensation and benefits, training and development, employee relations, and legal issues.

MAN 205 Event Planning
3 Credit Hours • 45 Contact Hours (Lecture)
Prerequisite: BUS 115
Presents the components of meeting planning; organization, personnel, finances, site selection, transportation, program design, promotion, arranging exhibits, and evaluation.

MAN 216 Small Business Management
3 Credit Hours • 45 Contact Hours (Lecture)
Prerequisite: ACC 101 or ACC 121, MAN 226, MAR 216
Examines the elements necessary for the successful formation of a new small business. It is also designed to enhance the skills of those already involved in the operation of a small business. The course includes the development of a complete small business plan.

MAN 226 Principles of Management
3 Credit Hours • 45 Contact Hours (Lecture)
Presents a survey of the principles of management. Emphasis is on the primary functions of planning, organizing, leading, and controlling with a balance between the behavioral and operational approach.

MAN 240 Strategic Management
3 Credit Hours • 45 Contact Hours (Lecture)
Prerequisite: BUS 115, MAN 226 and sophomore standing
Presents the development of business policy and the integration of skills learned in prior business study, including strategy formulation, implementation, and evaluation. Focus is on the coordination of marketing, production, finance, accounting, and ethics and social responsibility to achieve competitive advantage.

MAN 246 Critical Issues in Marketing & Management
3 Credit Hours • 45 Contact Hours (Lecture)
Prerequisite: BUS 115 and sophomore standing
Examine current issues, practices, challenges and trends in the marketing and management environments including truth in advertising, promotional codes of conduct and a diverse workforce.

Manufacturing Technology Course

MTE 120 Manufacturing Processes
3 Credit Hours • 45 Contact Hours (Lecture)
Provides the student an overview of the different methods, tools and machines which are used to manufacture industrial and consumer products.

Marketing Courses

MAR 111 Principles of Sales
3 Credit Hours • 45 Contact Hours (Lecture)
Enables the student to understand and develop ethical sales techniques and covers the role of selling in the marketing process. Areas of emphasis include behavioral considerations in the buying and selling process and sales techniques.

MAR 117 Principles of Retailing
3 Credit Hours • 45 Contact Hours (Lecture)
Emphasizes the study of the basic principles and techniques of merchandising, operations, layout, store organization, site location, and customer service with an emphasis on retailing operations.

MAR 160 Customer Service
3 Credit Hours • 45 Contact Hours (Lecture)
Enables students to learn the relationship of self to customers, problem solve, and understand the importance of communicating with customers. Specific emphasis is given to managing customer expectations by building customer rapport and creating positive outcomes.

MAR 216 Principles of Marketing
3 Credit Hours • 45 Contact Hours (Lecture)
Presents the analysis of theoretical marketing processes and the strategies of product development, pricing, promotion and distribution, and their applications to businesses and the individual consumer.

MAR 220 Principles of Advertising
3 Credit Hours • 45 Contact Hours (Lecture)
Prerequisite: MAR 216
Examines the principles and practices of advertising and its relationship to business in order to promote a business or organization. Areas of major emphasis include advertising principles, strategies, media, copy and layout, and ethical considerations.

MAR 240 International Marketing
3 Credit Hours • 45 Contact Hours (Lecture)
Prerequisite: BUS 115, MAR 216 and sophomore standing
Enables the student to explore the international marketing for U.S. products, and to explore the increasing competitive international environment and recent changes in the environment that have challenged U.S. business. The course is designed to make the reader an "informed observer" of the global market place as well as enabling him/her to develop skills to make marketing decisions in a global context.

MAR 249 Strategic Marketing
3 Credit Hours • 45 Contact Hours (Lecture)
Prerequisite: BUS 115, MAR 216 and sophomore standing
Illustrates the connections between a market-driven strategy, customer satisfaction, and profitable growth. Students will examine how marketing strategies are developed and executed within both small and large organizations. The course will emphasize strategy development, implementation, and evaluation.

Math Courses

Please note that the remedial math classes have been restructured. MAT 045 should be taken in place of MAT 030 and 060, although MAT 030, MAT 060, and MAT 090 will continue to be offered. MAT 077 will no longer be offered effective Summer 2012, so students should take MAT 099. Please see your advisor for more information.

MAT 030 Fundamentals of Mathematics
2 Credit Hours • 30 Contact Hours (Lecture)
Prerequisite: Math assessment
Explores the vocabulary, operations and applications of whole numbers, decimals, fractions and mixed numbers. For students with an Arithmetic ACCUPLACER score of 24-56.

MAT 045 Compressed Pre-Algebra with Basic Mathematics
4 Credit Hours • 60 Contact Hours (Lecture)
Prerequisite: Math assessment to test into MAT 030 or MAT 060
Note: MAT 045 is a prerequisite for MAT 090 or MAT 107 or MAT 112.
Explores the vocabulary, operations and applications of whole numbers, decimals, basic fractions and mixed numbers. It further investigates topics including fractions, mixed numbers, ratios, proportions, percentages, measurements, integers, introduction to algebraic expressions and the solution of basic first degree equations. Designed for students with an Elementary Algebra score of less than 45 and an Arithmetic ACCUPLACER score of 24-120. This course is a combination of MAT 030 and 060.

MAT 060 Pre-Algebra
3 Credit Hours • 45 Contact Hours (Lecture)
Prerequisite: Successful completion of MAT 030 (Grade of C or higher) or appropriate math assessment
Explores the vocabulary, operations and applications of fractions, mixed numbers, ratios, proportions, percentages, measurements, integers, introduction to algebraic expressions and the solution of basic first degree equations. Designed for students with an Elementary Algebra score of less than 45 and an Arithmetic ACCUPLACER score of 57-120.

MAT 090 Introductory Algebra
4 Credit Hours • 60 Contact Hours (Lecture)
Prerequisite: Successful completion of MAT 045 (Grade of C or higher)or MAT 075 (Grade of C or higher) or MAT 060 (Grade of C or higher) or appropriate math assessment
Includes first-degree equations, inequalities, formulas, polynomials, factoring polynomials, solving quadratic equations by factoring, coordinate geometry, graphing linear equations and applications. Algebraic fractions and systems of linear equations may be included.

MAT 099 Intermediate Algebra
4 Credit Hours • 60 Contact Hours (Lecture)
Prerequisite: Successful completion of MAT 090 (Grade of C or higher) or appropriate math assessment
Emphasizes problem solving with further study of equations, slope, inequalities, systems of equations, polynomials, quadratic equations, rational expressions, rational exponents, radical expressions, graphing and applications. A graphing calculator or equivalent software may be utilized.

MAT 101 Enhanced Mathematics Support
1 Credit Hour • 30 Contact Hours (Lab)
Supplements math classroom instruction through the Mathematics Support Center, a student-centered learning environment. Students will be able to utilize the following resources: professional and peer tutoring, mathematics and tutorial software, online tutorial resources, videotapes, and training guides for these resources. Students will also be able to

obtain help with calculators and mathematical software required in their math courses.

MAT 103 Math for Clinical Calculations
3 Credit Hours • 45 Contact Hours (Lecture)
Prerequisite: Successful completion of MAT 090 (Grade of C or higher) or appropriate math assessment
Provides a review of general mathematics, introductory algebra and an opportunity to learn systems of measurement and methods of solving problems related to drug dosage and intravenous fluid administration. It is designed for students in the health disciplines. Topics may include algebra, graphs, measurement and conversion between various systems of measurement.

MAT 107 Career Math
3 Credit Hours • 45 Contact Hours (Lecture)
Prerequisite: MAT 045 (Grade of C or higher) or MAT 075 (Grade of C or higher) or MAT 060 (Grade of C or higher) or appropriate math assessment
Covers material designed for career technical or general studies students who need to study particular mathematical topics. Topics may include measurement, algebra, geometry, trigonometry, graphs, and/or finance. These are presented on an introductory level and the emphasis is on applications.

MAT 108 Technical Mathematics
4 Credit Hours • 60 Contact Hours (Lecture)
Prerequisite: MAT 090 (Grade of C or higher) or appropriate math assessment
Covers material designed for career technical or general studies students who need to study particular mathematical topics. Topics may include measurement, algebra, geometry, trigonometry, graphs, and/or finance. These are presented on an introductory level and the emphasis is on applications.

MAT 109 Geometry
3 Credit Hours • 45 Contact Hours (Lecture)
Prerequisite: MAT 090 (Grade of C or higher) or appropriate math assessment
Teaches basic geometric principles involving lines, triangles, circles, polygons, and three-dimensional figures. Geometric constructions and measurement in the metric and U.S. systems are covered.

MAT 111 Technology Lab for Algebra
1 Credit Hour • 30 Contact Hours (Lab)
Explores and applies algebraic topics in a laboratory course using graphing calculators.

MAT 112 Financial Mathematics
3 Credit Hours • 45 Contact Hours (Lecture)
Prerequisite: MAT 045 or MAT 075 or MAT 060
Covers topics including pricing, taxes, insurance, interest, annuities, amortization, investments using financial calculators, and spreadsheets.

MAT 120 Mathematics for the Liberal Arts: MA1
4 Credit Hours • 60 Contact Hours (Lecture)
Prerequisites: Accuplacer score of 85(EA), ACT score of 19, MAT 076 (Grade of C or higher) MAT 077 (Grade of C or higher) or MAT 099 (Grade of C or higher) or MAT 106 (Grade of C or higher)
Develops mathematical and problem-solving skills. Appropriate technological skills are included. Content is selected to highlight connections between mathematics and the society in which we live. Topics include set theory and logic, mathematical modeling, probability and statistical methods, and consumer mathematics. Additional content will include one topic in geometry, numeration systems, decision theory, or management science.

MAT 121 College Algebra: MA1
4 Credit Hours • 60 Contact Hours (Lecture)
Prerequisites: Accuplacer score of 85(EA), ACT score of 23, MAT 077 (Grade of C or higher) or MAT 099 (Grade of C or higher), or MAT 106 (Grade of C or higher)
Includes a brief review of intermediate algebra, equations, and inequalities, functions and their graphs, exponential and logarithmic functions, linear and non-linear systems, selection of topics from among graphing of the conic sections, introduction to sequences and series, permutations and combinations, the binomial theorem, and theory of equations. A graphing calculator is required.

MAT 122 College Trigonometry: MA1
3 Credit Hours • 45 Contact Hours (Lecture)
Prerequisite: MAT 121 (Grade of C or higher) or appropriate math assessment
Covers topics including trigonometric functions (with graphs and inverse functions), identities and equations, solutions of triangles, complex numbers, and other topics as time permits. This is a traditional prerequisite course to the calculus sequence.

MAT 123 Finite Mathematics: MA1
4 Credit Hours • 60 Contact Hours (Lecture)
Offered: Spring & Summer
Prerequisites: Accuplacer score of 85(EA), ACT score of 21, MAT 099 (Grade of C or higher), or MAT 106 (Grade of C or higher)
Covers topics including functions, matrix algebra, linear programming, and an introduction to probability and counting techniques. Emphasis is on applications. This course may include other topics such as statistics when time permits. This course is primarily intended for business, life science, or social science majors.

MAT 125 Survey of Calculus: MA1
4 Credit Hours • 60 Contact Hours (Lecture)
Prerequisite: MAT 121 (Grade of C or higher) or appropriate math assessment
Includes derivatives, integrals, and their applications, with attention restricted to algebraic, exponential, and logarithmic functions for business, life science, and/or social science majors.

MAT 135 Introduction to Statistics: MA1
3 Credit Hours • 45 Contact Hours (Lecture)
Prerequisites: Accuplacer score of 85(EA), ACT score of 21, MAT 077 (Grade of C or higher) or MAT 099 (Grade of C or higher) or MAT 106 (Grade of C or higher)
Note: MAT 135 must be taken with MAT 179
Includes data presentation and summarization, introduction to probability concepts and distributions, statistical inference —estimation, hypothesis testing, comparison of populations, correlation, and regression.

MAT 155 Integrated Math I
3 Credit Hours • 45 Contact Hours (Lecture)
Prerequisites: Accuplacer score of 85(EA), ACT score of 19, MAT 077 (Grade of C or higher) or MAT 099 (Grade of C or higher) or MAT 106 (Grade of C or higher)
Engages students in the concepts of school mathematics, the course will include the recognition of numerical and geometric patterns and their application to a variety of mathematical situations; mathematical problem-solving, reasoning, critical thinking, and communication; algebraic thinking, representation, analysis, manipulation, generalizations and extensions.

MAT 156 Integrated Math II
3 Credit Hours • 45 Contact Hours (Lecture)
Prerequisites: Accuplacer score of 85(EA), ACT score of 19, MAT 077 (Grade of C or higher) or MAT 099 (Grade of C or higher) or MAT 106 (Grade of C or higher)
Furthers MAT 155 concepts, the course will include fundamentals of probability, statistics, and Euclidean geometry. Mathematical

problem-solving, reasoning, critical thinking and communication will continue to be an integral part of this sequence.

MAT 166 Pre-Calculus: MA1
5 Credit Hours • 75 Contact Hours (Lecture)
Prerequisite: MAT 121 (Grade of C or higher) or appropriate math assessment
Reviews college algebra and college trigonometry intended for those planning to take calculus. Topics include algebraic manipulations, properties of algebraic and trigonometric functions and their graphs, trig identities and equations, conic sections, polar coordinates, and parametric equations.

MAT 179 Computer Applications for Statistical Procedures
1 Credit Hour • 22.5 Contact Hours (7.5 Lecture, 15 Lab)
Prerequisites: Accuplacer score of 85(EA), ACT score of 19, MAT 077 (Grade of C or higher) or MAT 099 (Grade of C or higher) or MAT 106 (Grade of C or higher)
Note: MAT 179 must be taken with MAT 135
Uses statistical software and the World Wide Web to engage students in an active visual approach to the topics covered in MAT 135. Students will work with real world data on problems of a practical nature.

MAT 201 Calculus I: MA1
5 Credit Hours • 75 Contact Hours (Lecture)
Prerequisite: MAT 166 (Grade of C or higher) or appropriate math assessment
Introduces single variable calculus and analytic geometry. Includes limits, continuity, derivatives, and applications of derivatives as well as indefinite and definite integrals and some applications.

MAT 202 Calculus II: MA1
5 Credit Hours • 75 Contact Hours (Lecture)
Prerequisite: MAT 201 (Grade of C or higher) or appropriate math assessment
Continuation of single variable calculus which will include techniques of integration, polar coordinates, analytic geometry, improper integrals, and infinite series.

MAT 203 Calculus III: MA1
4 Credit Hours • 60 Contact Hours (Lecture)
Prerequisite: Successful completion of MAT 202 (Grade of C or higher) or appropriate math assessment
Completes the traditional subject matter of Calculus. Topics include vectors, vector-valued functions, and multivariable calculus including partial derivatives, multiple integrals, line integrals, and application.

MAT 204 Calculus III with Engineering Applications: MA1
5 Credit Hours • 75 Contact Hours (Lecture)
Prerequisite: MAT 202 (Grade of C or higher) or appropriate math assessment
Includes all the topics of MAT 203 Calculus III with an additional emphasis on word problems and problem solving. This is the third course in the three-course calculus sequence. This course will additionally contain a thorough examination of multiple integration. This will include double and triple integrals, line integrals, Stokes' and Green's Theorems, and their applications. A graphing calculator is required for this course.

MAT 215 Discrete Mathematics: MA1
4 Credit Hours • 60 Contact Hours (Lecture)
Offered: Spring
Prerequisite: MAT 201 (Grade of C or higher)
Includes formal logic, algorithms, induction proofs, counting and probability, recurrence relations, equivalence relations, graphs, shortest-path, and tree traversal. This course is designed for mathematics and computer science students.

MAT 255 Linear Algebra
3 Credit Hours • 45 Contact Hours (Lecture)
Offered: Spring
Prerequisite: MAT 202 (Grade of C or higher)
Includes vector spaces, matrices, linear transformations, matrix representation, eigenvalues, and eigenvectors.

MAT 265 Differential Equations: MA1
3 Credit Hours • 45 Contact Hours (Lecture)
Offered: Fall
Prerequisite: MAT 202 (Grade of C or higher)
Emphasizes techniques of problem solving and applications. Topics include first, second, and higher order differential equations, series methods, approximations, systems of differential equations, and Laplace transforms.

MAT 280 Internship
1 Credit Hour • 45 Contact Hours (Internship)
Prerequisite: Requires written approval of the Math Center coordinator
Provides student with the opportunity to supplement coursework with practical work experience related to their educational program. Students work under the immediate supervision of experienced personnel at the business location and with the direct guidance of the instructor.

Mediation Courses

MED 101 Introduction to Mediation
3 Credit Hours • 45 Contact Hours (Lecture)
Introduces students to the role of the mediator in helping parties resolve their disputes. Students explore the conflict resolution, communication and problem-solving skills necessary for achieving effective dispute resolution in both professional and personal situations.

Medical Office Technology Courses

MOT 110 Medical Office Administration
4 Credit Hours • 60 Contact Hours (Lecture)
Prerequisite: ENG 090
Introduces the administrative duties specifically used in medical offices.

MOT 120 Medical Office Financial Management
3 Credit Hours • 45 Contact Hours (Lecture)
Prerequisite: MAT 030
Covers the practical uses of accounts and records with emphasis on accounting principles and analysis for use in a medical office.

MOT 124 Medical Filing
2 Credit Hours • 30 Contact Hours (Lecture)
Introduces the student to the basic rules and principles of filing in medical facilities. Topics include numeric, terminal digit, alphabetic, and computer-assisted filing methods. Cross-referencing, color-coding, and medical records control will also be introduced.

MOT 125 Basic Medical Sciences I
3 Credit Hours • 67.5 Contact Hours (Lecture/Lab Combination)
Teaches the anatomy and physiology, pathophysiology and drug therapy of the immune, musculoskeletal, and digestive systems. A discussion of pediatric implications as they relate to clinical physiology will also be covered. Students may take MOT 125, MOT 133 and MOT 135 in any order, but all three courses must be completed to meet the Basic Medical Sciences requirement.

MOT 130 Insurance Billing & Coding
3 Credit Hours • 45 Contact Hours (Lecture)
Prerequisite: MOT 125, MOT 135
Introduces outpatient coding with an ultimate goal to present a clear picture of medical procedures and services performed (CPT codes), correlating the diagnosis, symptom, complaint or

condition (ICD-9 codes), thus establishing the medical necessity required for third-party reimbursement.

MOT 131 Advanced Insurance Billing & Coding
3 Credit Hours • 45 Contact Hours (Lecture)
Prerequisite: MOT 125, MOT 135
Prepares the student to code correctly and optimize reimbursements for a full range of medical services by expanding coverage of diagnostic and therapeutic procedures, official coding guidelines, APGs, APCs, DRGs, Medicare fraud and abuse.

MOT 132 Medical Transcription I
4 Credit Hours • 60 Contact Hours (Lecture)
Prerequisite: HPR 208, MOT 125
Provides basic knowledge, understanding, and skills required to transcribe medical dictation with accuracy, clarity, and timeliness, applying the principles of professional and ethical conduct.

MOT 133 Basic Medical Sciences II
3 Credit Hours • 67.5 Contact Hours (Lecture/Lab Combination)
Teaches the anatomy and physiology, pathophysiology and drug therapy of the cardiovascular, respiratory, and dermatology systems. Students may take MOT 125, MOT 133 and MOT 135 in any order, but all three courses must be completed to meet the Basic Medical Sciences requirement.

MOT 135 Basic Medical Sciences III
3 Credit Hours • 67.5 Contact Hours (Lecture/Lab Combination)
Covers the anatomy and physiology, pathophysiology and drug therapy of the Renal, Reproductive, Neurological, and Endocrine systems. Students may take MOT 125, MOT 133 and MOT 135 in any order, but all three courses must be completed to meet the Basic Medical Sciences requirement.

MOT 136 Introduction to Clinical Skills
2 Credit Hours • 45 Contact Hours (Lecture/Lab Combination)
Note: May be taken concurrently with MOT 138 and/or MOT 140
Provides hands on experience with the basic clinical skills required for assisting with patient care in an ambulatory setting. Delivers the theory behind each skill presented as well as proper technique for performing each skill. Includes knowledge and/or performance of universal precautions/OSHA regulations, HIPAA, medical asepsis, procedural gowning and gloving, patient draping and positioning, and measurement of vital signs.

MOT 138 Medical Assisting Laboratory Skills
4 Credit Hours • 90 Contact Hours (Lecture/Lab Combination)
Note: May be taken concurrently with MOT 136 and/or MOT 140
Introduces the student to basic routine laboratory skills and techniques for collection, handling, and examination of laboratory specimens often encountered in the ambulatory care setting. Emphasizes hands-on experience.

MOT 140 Medical Assisting Clinical Skills
4 Credit Hours • 90 Contact Hours (Lecture/Lab Combination)
Note: May be taken concurrently with MOT 136 and/or MOT 138
Provides hands on experience with the clinical skills required for assisting with patient care. Delivers the theory behind each skill presented as well as proper technique for performing each skill.

MOT 142 Medical Transcription II
4 Credit Hours • 60 Contact Hours (Lecture)
Prerequisite: MOT 145
Uses a simulation approach to build student vocabulary and speed while providing actual medical transcription of a variety of health care and medical reports at progressively increasing accuracy and productivity standards.

MOT 145 Transcribe Medical Specialties
4 Credit Hours • 60 Contact Hours (Lecture)
Familiarizes students with medical specialties and associated terminology, abbreviations, procedures, medications, and instruments used in medical treatment.

MOT 150 Pharmacology for Medical Assistants
3 Credit Hours • 45 Contact Hours (Lecture)
Prerequisite: MAT 030
Provides an overview of pharmacology language, abbreviations, systems of measurement and conversions. The Controlled Substances Act, prescriptions, forms of medications, patient care applications, drug classifications/interactions, and safety in drug therapy and patient care are presented. Information regarding the measurement of medications, dosage calculations, routes of administration, and commonly prescribed drugs in the medical office is provided.

MOT 181 Administrative Internship
2 Credit Hours • 90 Contact Hours (Internship)
Note: Must be in the final semester of MOT degree or certificate program or program coordinator consent
Provides supervised placement in contracted facility for guided experience in application of knowledge and skill acquired in the classroom. Positions are non-paid due to CAAHEP requirement. Student must have permission by program coordinator to begin internship.

MOT 182 Clinical Internship
3 Credit Hours • 135 Contact Hours (Internship)
Note: Must be in the final semester of MOT degree or certificate program or program coordinator consent
Provides supervised placement in contracted facility for guided experience in applications of knowledge and skills acquired in the classroom. Positions are non-paid due to CAAHEP requirement. Student must have permission by program coordinator to begin internship.

MOT 183 Medical Assistant Internship
5 Credit Hours • 225 Contact Hours (Internship)
Note: Must be in the final semester of MOT degree or certificate program or program coordinator consent
Provides supervised placement in contracted facility for guided experience in application of knowledge and skill acquired in the classroom. The student assists with a variety of business and clinical procedures. Positions are non-paid due to CAAHEP requirement. Student must have permission by program coordinator to begin internship.

MOT 189 Review for Med. Asst. National Examination
1 Credit Hour • 15 Contact Hours (Lecture)
Note: Must be in final semester of MOT degree or certificate program
Prepares the candidate sitting for the National Registration/Certification Examination for Medical Assistant through review and practice. These examinations are given with the intent of evaluating the competency of entry-level practitioners in Medical Assisting, therefore supporting quality care in the office or clinic.

Meteorology Course

MET 150 General Meteorology: SC1
4 Credit Hours • 75 Contact Hours (45 Lecture, 30 Lab)
Prerequisite: MAT 090
Provides an introduction to general meteorology and atmospheric sciences. It includes the composition and structure of the atmosphere and characteristics that affect the atmosphere, such as temperature, pressure, and moisture. Additionally, the development of weather systems, such as storm systems, hurricanes, weather fronts and cloud development will also be examined. Finally, concepts of climatology will be stressed.

Multimedia Graphic Design Courses

MGD 102 Introduction to Multimedia
3 Credit Hours • 67.5 Contact Hours (Lecture/Lab Combination)
Introduces the types of equipment and technical considerations used in multimedia productions and the multimedia professions. It focuses on current types of equipment such as scanners, printers, digital cameras and computers. Students gain hands-on experience in how the technology is utilized for input and output in production and design projects. Overview of software and basic design principles will be explored.

MGD 103 Production Design
3 Credit Hours • 67.5 Contact Hours (Lecture/Lab Combination)
Explores the use of tools, computer graphics techniques, and design layout principles to produce professional graphic designs. Studies include printing basics, typography, and digital color systems. Students use creative thinking to solve communication and design concepts for the output process.

MGD 104 Videography
3 Credit Hours • 67.5 Contact Hours (Lecture/Lab Combination)
Offers an introduction to the principles and techniques of videotape production, including camera operation, basic script writing, lighting, sound, and basic digital editing. Detailed examination of the pre-production, production, and post-production processes, as well as aesthetics, will be included.

MGD 105 Typography & Layout
3 Credit Hours • 67.5 Contact Hours (Lecture/Lab Combination)
Covers the creation and production of graphic projects, emphasizing the layout creative design process, problem solving, and research. Provides experience producing thumbnails, roughs, and digital layouts emphasizing refined creative typography.

MGD 106 Creativity & Visual Thinking
3 Credit Hours • 67.5 Contact Hours (Lecture/Lab Combination)
Introduces the visual and oral skills necessary to analyze works of art and design, articulate complex ideas, and then present the solution cogently in 2-D and 3-D projects and presentation skill building. The underlying philosophy of what we see, how we see, and what we do with it is the major concern of this class.

MGD 107 History of Design
2 Credit Hours • 30 Contact Hours (Lecture)
Explores the pivotal events and achievements that have led to the current state of graphic communication. Through lectures, slides, videos, class discussions, and research, students discover the creative thinkers, innovations, and breakthrough technologies that have shaped the evolution of visual communication, advertising, and industrial design today.

MGD 108 History of Illustration
2 Credit Hours • 30 Contact Hours (Lecture)
Presents a selected overview of the origins of illustration to the present giving equal emphasis to commercial illustration, fine art, and gallery illustration. Special attention is paid to stylistic changes, work methods, and social context.

MGD 109 Design & Color
3 Credit Hours • 67.5 Contact Hours (Lecture/Lab Combination)
Covers the design process and creative problem solving; design and color theories, fundamentals, styles; stages area applied to workups; finished art; and presentations. Emphasis will be on line, form, composition, and continuity.

MGD 110 Lettering for Graphic Design
2 Credit Hours • 45 Contact Hours (Lecture/Lab Combination)
Studies lettering and letter forms; the various methods and mediums used in freehand and mechanically-rendered lettering; the design of lettering; and practical applications of lettering in the field of graphic design.

MGD 111 Adobe Photoshop I
3 Credit Hours • 67.5 Contact Hours (Lecture/Lab Combination)
Concentrates on the high-end capabilities of a raster photo-editing software as an illustration, design, and photo retouching tool. Students explore a wide range of selection and manipulation techniques that can be applied to photos, graphics, and videos.

MGD 112 Adobe Illustrator I
3 Credit Hours • 67.5 Contact Hours (Lecture/Lab Combination)
Acquaints students with the processes of a vector drawing program on the computer. Students learn how to use the tools to create digital artwork that can be used in web design, print media, and digital screen design.

MGD 114 Adobe InDesign
3 Credit Hours • 67.5 Contact Hours (Lecture/Lab Combination)
Introduces students to InDesign, a page layout program which integrates seamlessly with other Adobe design programs. InDesign delivers creative freedom and productivity to DTP. Class discussions and independent projects supplement hands-on classroom work.

MGD 116 Typography I
3 Credit Hours • 67.5 Contact Hours (Lecture/Lab Combination)
Introduces the history and concepts of typography as applied to graphic communications. Explores appropriate use of typography in a variety of design applications, emphasizing the basic design principles of typographic compositions and typesetting. Covers type recognition and typographic terms.

MGD 121 Painter for Digital Media
3 Credit Hours • 67.5 Contact Hours (Lecture/Lab Combination)
Teaches students how to work with an illustration and paint software application called Painter. Color and relationships, repeat patterns, animation and digitization are among the topics covered in the course as students explore the possibilities of visual art using computers. Assigned projects cover a wide range of visual approaches. Painter provides an extra competitive edge for students.

MGD 132 Design & Color II
3 Credit Hours • 67.5 Contact Hours (Lecture/Lab Combination)
Prerequisite: MGD 109
Covers the creative problem solving techniques for effective design and advertising continuity. Advanced exploration with design devices, theories, and applications will be discussed. Students will continue skills as well as design process development for ideas and concepts through all the layout stages to the finished presentation.

MGD 134 Drawing for Illustrators
3 Credit Hours • 67.5 Contact Hours (Lecture/Lab Combination)
Covers fundamentals skills and theories of drawing and rendering line structure, form, value, texture, and composition. Application of drawing skills with various media for line quality as well as value and texture interpretations are also covered.

MGD 141 Web Design I
3 Credit Hours • 67.5 Contact Hours (Lecture/Lab Combination)
Introduces web site planning, design and creation using industry-standards-based web site development tools. Screen-based color theory, web aesthetics, use of graphics editors and intuitive interface design are explored.

MGD 143 Motion Graphic Design I
3 Credit Hours • 67.5 Contact Hours (Lecture/Lab Combination)
Stresses creation of animated and dynamic interactive media for web and multimedia applications. Students will learn how to animate objects, create symbols, and assemble motion tweens.

MGD 153 3D Animation I
3 Credit Hours • 67.5 Contact Hours (Lecture/Lab Combination)
Prerequisite: MGD 102
Encompasses all major aspects of creating 3D characters using animation software. Using developed characters, the student will learn how to animate for personality.

MGD 161 Director I
3 Credit Hours • 67.5 Contact Hours (Lecture/Lab Combination)
Examines Macromedia Director, the leading authoring tool for interactive multimedia from the art director's perspective. Students will learn the basics of 2D animation for both computer presentations and the web. Interface design and scene development are emphasized. Hands-on projects include lingo scripts, behaviors, adding sound and digital video to student's movies.

MGD 164 Digital Video Editing I
3 Credit Hours • 67.5 Contact Hours (Lecture/Lab Combination)
Prerequisite: MGD 102
Introduces digital non-linear video editing. Students will capture, compress, edit, and manipulate video images using a personal computer. Assembly techniques including media management, editing tools, titles, and motion control, transitions and filters, and special effects are explored.

MGD 165 After Effects I
3 Credit Hours • 67.5 Contact Hours (Lecture/Lab Combination)
Provides the fundamental techniques for creating digital motion graphics such as 2D animations, animated logos, video graphics, etc. Classes cover relevant tools and techniques as well as industry standards, delivery methods, and output.

MGD 178 Seminar/Workshop
3 Credit Hours • 67.5 Contact Hours (Lecture/Lab Combination)
Provides students with an exceptional learning experience.

MGD 180 Internship
3 Credit Hours • 135 Contact Hours (Internship)
Note: Must have faculty consent to enroll
Provides students with the opportunity to supplement coursework with practical work experience related to their educational program. Students work under the immediate supervision of experienced personnel at the business location and with the direct guidance of the instructor.

MGD 201 Children's Book Illustration
3 Credit Hours • 67.5 Contact Hours (Lecture/Lab Combination)
Prerequisite: MGD 109
Studies the artist's role as a visual storyteller, with completion of a finished project to portfolio. Covers adapting a story into character development, story boarding, visual, editing and constructing the final drawing. Special attention to specifications, deadlines, reproduction requirements, and professionalism.

MGD 202 Point of Purchase Packaging Design
3 Credit Hours • 67.5 Contact Hours (Lecture/Lab Combination)
Prerequisite: MGD 109, MGD 132
Introduces the theories and principles that apply to three-dimensional design graphics for packaging and display; various dimensional marketing solutions to create dynamic visual effects concepts will be developed. Work layout stages and mock-ups will utilize various methods of cutting, folding, and assembly to explore the design concepts and their visual effects.

MGD 207 Illustration I
3 Credit Hours • 67.5 Contact Hours (Lecture/Lab Combination)
Prerequisite: MGD 134
Addresses methods and techniques used in the profession of illustration for advertising, brochures, books and other forms of printed communications. Course concentrates on developing expertise in producing line and continuous-tone, black-and-white art with emphasis on design and the creation of art for reproduction.

MGD 208 Illustration II
3 Credit Hours • 67.5 Contact Hours (Lecture/Lab Combination)
Prerequisite: MGD 207
Addresses methods and techniques used in the illustration profession beyond those covered in Illustration I. Course concentrates on developing expertise in producing color art for reproduction.

MGD 209 Illustration III
3 Credit Hours • 67.5 Contact Hours (Lecture/Lab Combination)
Prerequisite: MGD 208
Continues Illustration II with added emphasis on conceptual development and proficiency in technique.

MGD 211 Adobe Photoshop II
3 Credit Hours • 67.5 Contact Hours (Lecture/Lab Combination)
Prerequisite: MGD 111
Develops and reinforces image composition techniques learned in Adobe Photoshop I, MGD 111. Fundamentals are continuously reinforced as new design techniques are introduced.

MGD 212 Adobe Illustrator II
3 Credit Hours • 67.5 Contact Hours (Lecture/Lab Combination)
Prerequisite: MGD 112
Enables the student to continue development of electronic drawing skills through practice and use of state of the art illustration software.

MGD 213 Electronic Prepress
3 Credit Hours • 67.5 Contact Hours (Lecture/Lab Combination)
Prerequisite: MGD 111, MGD 112, MGD 113
Explores in detail the electronic prepress process. Students examine steps for preparing a digital file for trapping, output considerations, and proofing techniques. Creating effective electronic designs and efficient use of today's software programs are also covered.

MGD 215 Painting for Illustrators
3 Credit Hours • 67.5 Contact Hours (Lecture/Lab Combination)
Develops a more refined visual vocabulary, concentrating only on wet media both monochromatic and full color. Projects are more self-directed with emphasis on research, content composition, and professional expectation of the illustration in the graphic area. Working from both life and photographic subjects, the student will develop skills to achieve control of the painterly illustration media.

MGD 221 Computer Graphics I
3 Credit Hours • 67.5 Contact Hours (Lecture/Lab Combination)
Prerequisite: MGD 111, MGD 112, MGD 113
Introduces the process of generating computer design.

MGD 222 Computer Graphics II
3 Credit Hours • 67.5 Contact Hours (Lecture/Lab Combination)
Prerequisite: MGD 221
Continues MGD 221 with advanced problems in generating computer design for graphics application, emphasizing production of individual fine art pieces.

MGD 241 Web Design II
3 Credit Hours • 67.5 Contact Hours (Lecture/Lab Combination)
Prerequisite: MGD 141
Expands on previously learned fundamentals of HTML introducing cascading style sheets, DHTML, JavaScripts, and CGI forms. Color usage and interface design principles are emphasized in this course. This course will examine Web sites that employ more complex structures, optimal site architecture and navigation necessary for larger and more complex sites.

MGD 243 Web Motion Graphic Design II
3 Credit Hours • 67.5 Contact Hours (Lecture/Lab Combination)
Prerequisite: MGD 143
Stresses the complex creation of 2D animated motion graphics concentrating on the prior skills learned and the use of scripting

and behaviors. Students will create motion graphics using these skills and apply them to web sites. Web site justification of motion graphics will be stressed, appraised, and weighed.

MGD 259 Management & Production
3 Credit Hours • 45 Contact Hours (Lecture)
Prerequisite: MGD 102, MGD 213 or MGD 221, MGD 141
Examines development of multimedia from a production standpoint. The process of transforming conceptual designs into actual projects is explored. Students study the management function of those tasks associated with the business end of development. Teamwork is emphasized throughout the course.

MGD 264 Digital Video Editing II
3 Credit Hours • 67.5 Contact Hours (Lecture/Lab Combination)
Prerequisite: MGD 164
Looks at the more complex and advanced techniques of digital video editing. Areas of editing such as masking, filtering, blue/green screening, track mattes, and image mattes will be examined. Students will produce a movie project in this class and discuss practical ways to distribute to various audiences.

MGD 265 After Effects II
3 Credit Hours • 67.5 Contact Hours (Lecture/Lab Combination)
Prerequisite: MGD 165
Provides advanced skills and techniques for creating digital motion graphics. The course covers relevant tools and techniques as well as industry standards, specialized techniques, and additional tools and resources.

MGD 266 DVD Authoring
3 Credit Hours • 67.5 Contact Hours (Lecture/Lab Combination)
Prerequisite: MGD 164
Introduces students to all aspects of DVD authoring; covers source acquisition, DVD production, interface design, organization, management, and appropriate DVD output solutions.

MGD 268 Business for Creatives
3 Credit Hours • 45 Contact Hours (Lecture)
Presents a guide to freelance work and a study of business practices and procedures and models unique to creative occupations (graphic design, web design, animation, fine arts). Discussion includes determining charges, business forms, business planning, tax structure, licenses and registration, self-promotion (resume, website, portfolio, business identity package). Course may include visits by professionals in the field and discussion of career opportunities in a quickly changing career field.

MGD 289 Capstone
2 Credit Hours • 45 Contact Hours (Lecture/Lab Combination)
A demonstrated culmination of learning within a given program of study.

Music Courses

MUS 100 Introduction to Music Theory I
3 Credit Hours • 45 Contact Hours (Lecture)
Introduces the basics of music theory. Course designed to help the beginning music student, or those students with limited background in music theory, study the basic elements of music. Topics include notation, rhythm, scales, key signatures, intervals.

MUS 101 Introduction to Music Theory II
3 Credit Hours • 45 Contact Hours (Lecture)
Prerequisite: MUS 100
Continues the introduction of basics of music theory and builds upon skills developed in MUS 100. Course designed to help the beginning music student, or those students with limited background in music theory, study the basic elements of music, including notation, rhythm, scales, key signatures, intervals and chords. Course continues to develop beginning level melodic and rhythm dictation, ear-training and sight singing skills.

MUS 105 Introduction to Computer Applications
3 Credit Hours • 45 Contact Hours (Lecture)
Introduces the use of computers in the music industry. Explores current use of MIDI instrument, MIDI sequencing, MIDI editing, audio editing, notation software, and set-up of Digital Audio Workstation.

MUS 110 Music Theory I
3 Credit Hours • 45 Contact Hours (Lecture)
Prerequisite: MUS 101
Note: MUS 110, MUS 112, and MUS 131 must be taken together
Presents music fundamentals, diatonic four-part harmony, analysis, ear training, and keyboard harmony.

MUS 111 Music Theory II
3 Credit Hours • 45 Contact Hours (Lecture)
Prerequisite: MUS 110, MUS 112, MUS 131, MUS 132
Note: MUS 111, MUS 113 and MUS 132 must be taken together
Presents chromatic four-part harmony, analysis, ear training, and keyboard harmony.

MUS 112 Ear Training/Sight-singing I Lab
1 Credit Hour • 37.5 Contact Hours (Studio)
Prerequisite: Follow sequence of MUS 100 or MUS 101
Note: MUS 110, MUS 112, and MUS 131 must be taken together
Presents exercises in sight-singing with melodic and rhythmic dictation.

MUS 113 Ear Training/Sight-singing II Lab
1 Credit Hour • 37.5 Contact Hours (Studio)
Prerequisite: MUS 110, MUS 112, MUS 131
Note: MUS 111 and MUS 113 must be taken together
Presents exercises in sight-singing with melodic and rhythmic dictation.

MUS 120 Music Appreciation: AH1
3 Credit Hours • 45 Contact Hours (Lecture)
Prerequisite: ENG 090
Covers the basic materials of music, musical forms, media, genres, and musical periods. Emphasizes the development of tools for intelligent listening and appreciation.

MUS 121 Music History Medieval thru Classical Period: AH1
3 Credit Hours • 45 Contact Hours (Lecture)
Prerequisite: ENG 121 or concurrent enrollment, MUS 100 or MUS 110, MUS 120
Studies the various periods of music history with regard to the composers, esthetics, forms, and genres of each period. Considers music from the Middle Ages through the Classical period.

MUS 122 Music History Early Romantic Period to the Present: AH1
3 Credit Hours • 45 Contact Hours (Lecture)
Prerequisite: ENG 121 or concurrent enrollment, MUS 100, MUS 120
Studies the various periods of music history with regard to the composers, aesthetics, forms, and genres of each period. Considers music from the early Romantic period to the present.

MUS 123 Survey of World Music: AH1
3 Credit Hours • 45 Contact Hours (Lecture)
Prerequisite: ENG 121
Provides an overview of non-Western music from around the world; provides basic listening skills and the historical/cultural context for a variety of world music styles to enable an understanding and appreciation of non-Western musical expression.

MUS 125 History of Jazz: AH1
3 Credit Hours • 45 Contact Hours (Lecture)
Prerequisite: ENG 090
Provides an overview of the history of jazz in America, and provides basic listening skills for the understanding and appreciation of jazz music.

MUS 126 History of Rock & Pop
3 Credit Hours • 45 Contact Hours (Lecture)
Prerequisite: ENG 090
Provides a survey of the history and literature of American Popular Music from 1600 to the present. Through the study of the many ethnic influences that contribute to the diverse musical landscape of American Popular Music, the students acquire an appreciation of this rich musical heritage. These musical styles have evolved out of the diversity in America, and are performed and enjoyed throughout the world.

MUS 131 Music Class I
2 Credit Hours • 45 Contact Hours (15 Lecture, 30 Lab)
Applies the fundamentals of music to the voice or specific musical instruments. This course also introduces basic techniques, repertoire, and sight-reading. First year, first term.

MUS 132 Music Class II
2 Credit Hours • 45 Contact Hours (15 Lecture, 30 Lab)
Applies the fundamentals of music to the voice or specific musical instruments. The course also introduces basic techniques, repertoire, and sight-reading. First year, second term.

MUS 133 Music Class III
2 Credit Hours • 45 Contact Hours (15 Lecture, 30 Lab)
Applies the fundamentals of music to the voice or specific musical instruments. The course also introduces basic techniques, repertoire, and sight-reading. First year, third term.

MUS 134 Music Class IV
2 Credit Hours • 45 Contact Hours (15 Lecture, 30 Lab)
Applies the fundamentals of music to the voice or specific musical instruments. The course also introduces basic techniques, repertoire, and sight-reading. First year, fourth term.

MUS 141 Private Instruction I
1-2 Credit Hours • 7.5-15 Contact Hours (Private Instruction)
Note: Must have Chair consent to enroll
Offers private instruction consisting of a thirty or sixty-minute lesson per week. Participation in a student performance is required at least once each term. First year, first term.

MUS 142 Private Instruction II
1-2 Credit Hours • 7.5-15 Contact Hours (Private Instruction)
Note: Must have Chair consent to enroll
Offers private instruction consisting of a thirty or sixty-minute lesson per week. Participation in a student performance is required at least once each term. First year, second term.

MUS 143 Private Instruction III
1-2 Credit Hours • 7.5-15 Contact Hours (Private Instruction)
Note: Must have Chair consent to enroll
Offers private instruction consisting of a thirty or sixty-minute lesson per week. Participation in a student performance is required at least once each term. First year, third term.

MUS 144 Private Instruction IV
1-2 Credit Hours • 7.5-15 Contact Hours (Private Instruction)
Note: Must have Chair consent to enroll
Offers private instruction consisting of a thirty or sixty-minute lesson per week. Participation in a student performance is required at least once each term. First year, fourth term.

MUS 151 Ensemble I
1 Credit Hour • 37.5 Contact Hours (Studio)
Rehearses and performs various types of musical literature. First year, first term.

MUS 152 Ensemble II
1 Credit Hour • 37.5 Contact Hours (Studio)
Rehearses and performs various types of musical literature. First year, second term.

MUS 153 Ensemble III
1 Credit Hour • 37.5 Contact Hours (Studio)
Rehearses and performs various types of musical literature. First year, third term.

MUS 154 Ensemble IV
1 Credit Hour • 37.5 Contact Hours (Studio)
Rehearses and performs various types of musical literature. First year, fourth term.

MUS 210 Music Theory III
3 Credit Hours • 45 Contact Hours (Lecture)
Prerequisite: MUS 111
Note: MUS 210 must be taken with MUS 212
Continues study of four-part music, including extended harmonic progressions of ninth, eleventh, and thirteenth chords, extended alteration, non-chord tones, modulation, and compositions.

MUS 211 Music Theory IV
3 Credit Hours • 45 Contact Hours (Lecture)
Prerequisite: MUS 210
Note: MUS 211 must be taken with MUS 213
Offers a continuation of chromatic harmony, analysis, ear-training, and keyboard harmony. New topics will include Impressionism and 20th century styles of composition.

MUS 212 Advanced Ear Training/Sight-singing I Lab
1 Credit Hour • 37.5 Contact Hours (Studio)
Note: MUS 210 must be taken with MUS 212. Follow sequence or have faculty consent to enroll.
Presents modulating and chromatic exercises in sight-singing and dictation. Dictation includes four-part writing.

MUS 213 Advanced Ear Training/Sight-singing II Lab
1 Credit Hour • 37.5 Contact Hours (Studio)
Note: MUS 211 must be taken with MUS 213. Follow sequence or have faculty consent to enroll.
Presents modulating and chromatic exercises in sight-singing and dictation. Dictation includes four-part writing.

MUS 231 Music Class I
2 Credit Hours • 45 Contact Hours (15 Lecture, 30 Lab)
Note: Must have faculty consent to enroll
Applies the fundamentals of music to the voice or specific musical instruments. The course also introduces basic techniques, repertoire, and sight-reading. Second year, first term.

MUS 232 Music Class II
2 Credit Hours • 45 Contact Hours (15 Lecture, 30 Lab)
Note: Must have faculty consent to enroll
Applies the fundamentals of music to the voice or specific musical instruments. The course also introduces basic techniques, repertoire, and sight-reading. Second year, second term.

MUS 233 Music Class III
2 Credit Hours • 45 Contact Hours (15 Lecture, 30 Lab)
Note: Must have faculty consent to enroll
Applies the fundamentals of music to the voice or specific musical instruments. The course also introduces basic techniques, repertoire, and sight-reading. Second year, third term.

MUS 234 Music Class IV
2 Credit Hours • 45 Contact Hours (15 Lecture, 30 Lab)
Note: Must have faculty consent to enroll
Applies the fundamentals of music to the voice or specific musical instruments. The course also introduces basic techniques, repertoire, and sight-reading. Second year, fourth term.

MUS 241 Private Instruction I
1-2 Credit Hours • 7.5-15 Contact Hours (Private Instruction)
Note: Must have Chair consent to enroll
Offers private instruction consisting of a thirty or sixty-minute lesson per week. Participation in a student performance is required at least once each term. Second year, first term.

MUS 242 Private Instruction II
1-2 Credit Hours • 7.5-15 Contact Hours (Private Instruction)
Note: Must have Chair consent to enroll
Offers private instruction consisting of a thirty or sixty-minute lesson per week. Participation in a student performance is required at least once each term. Second year, second term.

MUS 243 Private Instruction III
1-2 Credit Hours • 7.5-15 Contact Hours (Private Instruction)
Note: Must have Chair consent to enroll
Offers private instruction consisting of a thirty or sixty-minute lesson per week. Participation in a student performance is required at least once each term. Second year, third term.

MUS 244 Private Instruction IV
1-2 Credit Hours • 7.5-15 Contact Hours (Private Instruction)
Note: Must have Chair consent to enroll
Offers private instruction consisting of a thirty or sixty-minute lesson per week. Participation in a student performance is required at least once each term. Second year, fourth term.

MUS 251 Ensemble I
1 Credit Hour • 37.5 Contact Hours (Studio)
Rehearses and performs various types of musical literature. Second year, first term.

MUS 252 Ensemble II
1 Credit Hour • 37.5 Contact Hours (Studio)
Rehearses and performs various types of musical literature. Second year, second term.

MUS 253 Ensemble III
1 Credit Hour • 37.5 Contact Hours (Studio)
Rehearses and performs various types of musical literature. Second year, third term.

MUS 254 Ensemble IV
1 Credit Hour • 37.5 Contact Hours (Studio)
Rehearses and performs various types of musical literature. Second year, fourth term.

Natural Resources Courses

NRE 100 Foundations of Forestry
3 Credit Hours • 67.5 Contact Hours (Lecture/Lab Combination)
Presents the principles of forest science, dendrology, forest fire behavior, and silviculture principles.

NRE 102 Introduction to Natural Resources Management
3 Credit Hours • 67.5 Contact Hours (Lecture/Lab Combination)
Covers an overview of our natural resources, the environmental concerns related to their management, and the agencies in charge of management of natural resources.

NRE 204 Range Management & Restoration
4 Credit Hours • 90 Contact Hours (Lecture/Lab Combination)
Covers management of rangelands, important plants, rangeland communities, and restoration practices to restore disturbed ecosystems. Students will learn field measurement techniques of ecosystem components.

NRE 205 Wildlife & Fisheries Management Principles
3 Credit Hours • 67.5 Contact Hours (Lecture/Lab Combination)
Covers theory, philosophy, and applications for study and management of wildlife and fisheries resources. Field and laboratory methods used in wildlife management also covered.

NRE 211 Environmental Policies & Economics
3 Credit Hours • 45 Contact Hours (Lecture)
Prerequisite: ENG 121 or ENG 131
Covers interactions, resources, economics and politics; government and environment policy. Evaluation of alternative resource use patterns and land use plans. Discussion and analysis of current environmental issues and the impact of economic growth.

NRE 212 Ecosystem Management
3 Credit Hours • 67.5 Contact Hours (Lecture/Lab Combination)
Prerequisite: ENV 101
Focuses on the larger landscape in order to integrate the human, biological, and physical dimensions of natural resource management. Collaborative management techniques are discussed.

NRE 214 Environmental Issues & Ethics
3 Credit Hours • 45 Contact Hours (Lecture)
Focuses on special environmental problems, current issues, or trends. Traditional and environmental philosophies are discussed. Students debate various environmental issues.

NRE 236 Environmental Communications
2 Credit Hours • 30 Contact Hours (Lecture)
Offers an overview of professional communications with an emphasis on communication challenges encountered in environmental situations. Students will gain an understanding of direct and media communications with an emphasis on dialogue and research. Management planning and communications techniques will be explored as they apply to environmental case situations. Provides students with skills necessary for working directly or indirectly with the media and gives a broad understanding of the importance of customer service and outreach in environmental and natural resources fields.

NRE 278 Workshop/Seminar
1-6 Credit Hours • 15 Contact Hours per credit hour (Seminar)
Provides students with an experiential learning opportunity.

NRE 280 Internship
3 Credit Hours • 135 Contact Hours (Internship)
Note: Must have faculty consent to enroll
Provides students with the opportunity to supplement coursework with practical work experience related to their educational program. Students work under the immediate supervision of experienced personnel at the business location and with the direct guidance of the instructor.

NRE 289 Capstone
2 Credit Hours • 45 Contact Hours (Lecture/Lab Combination)
Note: Must have faculty consent to enroll
Provides a demonstrated culmination of learning within a given program of study.

Nursing Courses

NUR 106 Medical & Surgical Nursing Concepts
9 Credit Hours • 217.5 Contact Hours (52.5 Lecture, 15 Lab, 150 Clinical)
Prerequisite: Permission of program director. Successful completion of preceding nursing program coursework
Corequisite: BIO 216, NUR 150
NUR 106 is the first medical/surgical nursing course. Building on NUR 109, this course provides for the acquisition of basic medical/surgical nursing theory, as well as application of mental health concepts, communication, collaboration, caring, and critical thinking/clinical reasoning necessary for safe, patient-centered care to a developmentally and culturally diverse adult patient population experiencing various medical/surgical interventions. Incorporates evidence-based practice, quality improvement, professional standards, and legal and ethical responsibilities of the nurse. Application of knowledge and skills

occurs in the nursing skills laboratory and a variety of clinical settings.

NUR 109 Fundamentals of Nursing
8 Credit Hours • 210 Contact Hours (30 Lecture, 90 Lab, 90 Clinical Lab)
Prerequisite: Permission of program director. BIO 201, BIO 202, BIO 204, ENG 121, PSY 235
NUR 109 introduces the fundamental concepts necessary for safe, patient-centered nursing care to a diverse patient population while integrating legal and ethical responsibilities of the nurse. Introduces caring, critical thinking, the nursing process, quality improvement, and communication used when interacting with patients and members of the interdisciplinary team, and relates evidence-based nursing practice. Application of knowledge and skills occurs in the nursing skills laboratory and a variety of clinical settings providing care to stable patients with common health alterations.

NUR 112 Basic Concepts of Pharmacology
2 Credit Hours • 30 Contact Hours (Lecture)
Prerequisite: Permission of program director. Admission to the program
Corequisite: NUR 109
Overview of the basic principles of pharmacology including major drug classifications and prototypes of commonly used medications. Principles of medication administration include aspects of best practice for safe, quality, patient-centered care. Central points include safety, quality improvement factors in the administration of medications, patient teaching, and variations encountered when administering medications to diverse patient populations across the lifespan.

NUR 150 Maternal - Child Nursing
7 Credit Hours • 165 Contact Hours (45 Lecture, 30 Lab, 90 Clinical)
Prerequisite: Permission of program director. NUR 109
Corequisite: BIO 211, NUR 106
NUR 150 provides for the acquisition of maternal/child nursing theory, as well as application of mental health concepts, communication, collaboration, caring, and critical thinking/clinical reasoning necessary for safe, family-centered nursing care to childbearing families and children that is developmentally and culturally appropriate. Incorporates evidence-based practice, standards of practice, quality improvement, and legal and ethical responsibilities of the nurse. Application of knowledge and skills occurs in the nursing skills laboratory and in a variety of maternal/child and pediatric clinical settings.

NUR 169 Transition into Practical Nursing
5 Credit Hours • 120 Contact Hours (30 Lecture, 90 Clinical)
Prerequisite: Permission of program director. NUR 106, NUR 150
Provides the student with a transition into the role of the practical nurse. Emphasis will be placed on distinguishing the practical nurses defined scope of practice related to clinical practice, communication, nursing process, ethical/legal issues and leadership skills. The student practices in the role of the practical nurse in the associated clinical experience.

NUR 189 Transition from LPN to ADN
4 Credit Hours • 90 Contact Hours (30 Lecture, 60 Lab)
Prerequisite: Permission of program director. Acceptance into LPN/RN program
Focuses on assisting the LPN to transition into a new role as an Associate Degree Nursing Student. Emphasis will be placed on roles and responsibilities of the ADN, nursing process, critical thinking, legal and ethical issues and nursing practice issues related to specialized skills and the care of special populations. The clinical focus will be care of the pediatric and obstetric client.

NUR 201 IV Therapy for LPNs
5 Credit Hours • 105 Contact Hours (45 Lecture, 30 Lab, 30 Clinical)
Provides LPNs with an opportunity to expand their nursing roles by learning appropriate procedures for intravenous therapy and venous blood withdrawal. The course includes lecture, laboratory practice and clinical experiences. The course prepares the student for IV certification under State Board of Nursing Guidelines.

NUR 206 Advanced Concepts of Medical-Surgical Nursing I
8 Credit Hours • 195 Contact Hours (45 Lecture, 15 Lab, 135 Clinical)
Prerequisite: Permission of program director. Successful completion of preceding nursing program course work
Corequisite: NUR 211, NUR 212
NUR 206 builds on NUR 106 focusing on advanced concepts of nursing applied to care of patients with high acuity medical/surgical conditions. Builds on medical/surgical nursing theory, mental health concepts, communication, collaboration, caring, and critical thinking/clinical reasoning necessary for safe, patient-centered nursing care to developmentally and culturally diverse adult patients. Incorporates evidence-based practice, quality improvement, professional standards, and legal and ethical responsibilities of the professional nurse as applied in a variety of healthcare settings. Application of knowledge and skills occurs in the nursing skills laboratory and in a variety of clinical settings.

NUR 211 Psychiatric-Mental Health Nursing
4 Credit Hours • 105 Contact Hours (15 Lecture, 30 Lab, 60 Clinical)
Prerequisite: Permission of program director. Successful completion of preceding nursing program course work
Corequisite: NUR 206, NUR 212
Develops concepts of psychosocial integrity and emphasizes the function and responsibility of nursing in promoting and maintaining mental health of individuals and families. This course emphasizes communication and caring through the application of the therapeutic relationship and nursing process in the care and treatment of common psychiatric clinical conditions/disorders.

NUR 212 Pharmacology II
2 Credit Hours • 30 Contact Hours (Lecture)
Prerequisite: Permission of program director. NUR 106, NUR 150
Corequisite: NUR 206, NUR 211
Builds on previously introduced pharmacological concepts and applies that learning to pharmacologic therapy to provide safe, quality, evidence- based nursing care to patients with complex healthcare needs. Focuses on safety and quality improvement factors in the administration of medications within a variety of healthcare systems. Advanced dosage calculations included.

NUR 216 Advanced Concepts of Medical-Surgical Nursing II
6 Credit Hours • 150 Contact Hours (30 Lecture, 120 Clinical)
Prerequisite: Permission of program director. Successful completion of preceding nursing program course work
Corequisite: NUR 230 and elective
NUR 216 is a continuation of NUR 206, focusing on complex medical/surgical conditions of the high acuity patient. Builds on medical/surgical nursing theory, mental health concepts, communication, collaboration, caring, and critical thinking/clinical reasoning necessary for safe, patient-centered nursing care to developmentally and culturally diverse adult patients experiencing high acuity medical/surgical conditions. Incorporates evidence-based practice, quality improvement, professional standards, and legal and ethical responsibilities of the professional nurse as applied in the acute care and high acuity settings. Application of knowledge and skills occurs in a variety of clinical settings.

NUR 230 Transition to Professional Nursing Practice
5 Credit Hours • 127.5 Contact Hours (22.5 Lecture, 105 Clinical)
Prerequisite: Permission of program director. NUR 211, NUR 212
Corequisite: NUR 216
NUR 230 is a seminar and practice capstone course that provides an integrative experience applying all dimensions of the professional nurse in the care of diverse patient populations across a variety of healthcare settings. All major concepts of the nursing program are addressed. Leadership and the management of multiple patients are emphasized. Application of knowledge and skills occurs in the clinical setting to facilitate an effective transition from student to registered professional nurse.

NUR 290 RN Refresher Course
5 Credit Hours • 97.5 Contact Hours (30 Lecture, 67.5 Lecture/Lab Combination)
Prerequisite: Permission of program director. Colorado RN License in good standing
Presents material that is designed for all RN's regardless of time absent from nursing practice, to explore avenues of employment. Clinical experience is held in the hospital to refresh and update basic nursing skills. Other opportunities for clinical experience may include home health, long-term, rehabilitation, and hospice.

NUR 291 RN Refresher Course Clinical
3 Credit Hours • 90 Contact Hours (Clinical)
Prerequisite: Permission of program director. Colorado RN License in good standing
Corequisite: NUR 290
Presents material as a co-requisite to NUR 290, the RN didactic portion of the completer program. Students will demonstrate skill attainment gained in NUR 290.

Nursing Assistant Courses

NUA 101 Nurse Aide Health Care Skills
4 Credit Hours • 67.5 Contact Hours (45 Lecture, 22.5 Lecture/Lab Combination)
Prepares the student to perform the fundamental skills of the nurse aide. Basic nursing skills, restorative services, personal care skills, safety, and emergency care issues are covered. Includes knowledge and/or principles of asepsis, OSHA and HIPAA regulations. Ethical behaviors, cultural sensitivity and principles of mental health will be addressed, as well as patient/resident rights.

NUA 105 Home Health Aide Theory
2 Credit Hours • 30 Contact Hours (Lecture)
Introduces the student to the expanding field of Home Health Nursing, The student will discover the uniqueness of Home Health Care and the vital role that the nursing assistant plays as part of the home care team. The student will learn how to assist home care patients with activities of daily living and maintain a safe, clean, and comfortable environment. The student will also learn the differences and challenges of caring for patients in their natural home environment versus institutional settings.

NUA 170 Nurse Aide Clinical Experience
1 Credit Hour • 30 Contact Hours (Clinical)
Grading: SU only
Applies knowledge and skill gained in NUA 101 to patient care.

NUA 171 Advanced Nurse Aide Clinical
1 Credit Hour • 30 Contact Hours (Clinical)
Must have current CPR card, negative TB test or chest X-ray, and current immunizations
Grading: SU only
Prepare the student to move toward more independent functioning within the nurse aide scope of practice, in applying knowledge and skills gained in NUA 101 and NUA 170. The student will learn skills that enhance communication, cultural competency, end of life care, critical thinking and organizational skills.

NUA 180 Home Health Aide Internship
3 Credit Hours • 82.5 Contact Hours (22.5 Lecture/Lab Combination, 60 Clinical)
Prerequisite: Current Colorado nurse aide certification or successful completion of a Colorado nurse aide course
Prepares the nurse aide for entry-level into the home health care setting.

Occupational Safety Technician Course

OSH 126 30-HR Construction Industry Standards
3 Credit Hours • 45 Contact Hours (Lecture)
Provides a 30-Hour OSHA certification course for the construction industry and participants will review the current OSHA standards contained in 29 CFR 1926. Participants that complete the course will receive a certificate of completion from the United States Department of Labor, Occupational Safety and Health Administration. The course is taught by instructors certified by the Occupational Safety and Health Administration.

Outdoor Studies Courses

OUT 110 Caving
1 Credit Hour • 22.5 Contact Hours (Lecture/Lab Combination)
Introduces the student to the unique cave environment, formation of caves, cave biology, geology, and cave conservation. Reviews caving exploration techniques, caving equipment, caving safety and cave terminology.

OUT 111 Mountain Orientation
2 Credit Hours • 60 Contact Hours (Lab)
A concentrated field experience in the Colorado mountain environment is provided in this course. Emphasis is on backpacking skills, safety procedures, ecology, geology, geography and group dynamics.

OUT 112 Desert Orientation
2 Credit Hours • 60 Contact Hours (Lab)
A concentrated field experience in a desert environment is provided in this course. Emphasis is on procedures for group travel and camping, ecology, geography and safety.

OUT 113 Canyon Orientation
2 Credit Hours • 60 Contact Hours (Lab)
Encounters the environment of the Canyonlands, Colorado Plateau or the Grand Canyon, where students develop proficiency in canyon travel, group camping and will explore the geology, geography and ecology of the canyon country.

OUT 115 Leave No Trace Certification Course
2 Credit Hours • 37.5 Contact Hours (15 Lecture, 22.5 Lecture/Lab Combination)
This overnighter (two days and one night) is a certification course in the low-impact guidelines of Leave No Trace (LNT). Participants have the opportunity to practice and demonstrate the LNT principles in a hands-on setting. It is a must for guides, outfitters, outdoor educators, scout/youth group leaders, or anyone who cares about minimizing impact on the Colorado back country. Upon completion, participants will be officially certified as an "LNT Trainer" by Leave No Trace, Inc., and awarded a trainer certificate. This certification is recognized by many outdoor and government agencies. This class is a great outdoor resume enhancer.

OUT 114 Snow Orientation
2 Credit Hours • 60 Contact Hours (Lab)
A concentrated field experience in snow covered terrain and winter mountaineering is provided. Emphasis is on orienteering, natural shelter construction, site selection and survival first aid.

OUT 118 River Orientation
2 Credit Hours • 60 Contact Hours (Lab)
Provides whitewater boat handling and water reading skills through experience on selected rivers. Students will learn river trip planning, river safety procedures, equipment, logistics, camp management, hazard evaluation, the natural history and archeology of river environments and minimum environmental impact on river environments.

OUT 120 Orienteering
1 Credit Hour • 22.5 Contact Hours (Lecture/Lab Combination)
Become familiar with backcountry navigation. Wilderness travel potential will be expanded by learning the proper use of maps, compass, and other tools.

OUT 187 Cooperative Education Internship
3 Credit Hours • 135 Contact Hours (Internship)
Note: Must have Instructor permission to enroll
Provides students an opportunity to gain practical experience in applying their occupational skills and./or to develop specific skills in a practical work setting. The instructor will work with the student to select an appropriate work site, establish learning objectives and to coordinate learning activities with the employer or work site supervisor.

OUT 204 Expedition Leadership – River
2 Credit Hours • 60 Contact Hours (Lab)
Note: Must have Instructor permission to enroll
Develops knowledge, techniques, approaches, and methodology for teaching and leading safe river travel. Students will develop teaching and leading skills in all aspects of river travel via rafts, canoes, or kayaks. Emphasis will be on safety and judgment in teaching and leading activities in a river environment.

OUT 205 Expedition Leadership - Winter
2 Credit Hours • 60 Contact Hours (Lab)
Note: Must have Instructor permission to enroll
Develops knowledge and techniques focusing on approaches and methodology for teaching and leading safe winter travel expeditions. Topics include selection, use, and care of equipment, safety and liability, permitting agencies, and navigation in winter environments.

OUT 206 Expedition Leadership
2 Credit Hours • 60 Contact Hours (Lab)
Note: Must have Instructor permission to enroll
This course develops knowledge, techniques, approaches, and methodology for teaching and leading wilderness travel experiences. Topics include backpacking, navigation, minimum impact camping, selection, use and care of equipment, safety and liability considerations, permitting agencies, and physical and emotional requirements appropriate to wilderness field experiences.

OUT 210 Caving II
1 Credit Hour • 22.5 Contact Hours (Lecture/Lab Combination)
Introduces the student to the advanced science of speleology, with an in-depth study of the geology, biology, and hydrology of caves. Teaches the student advanced caving techniques with an emphasis on safety, and reviews advanced caving equipment.

OUT 216 Challenge Course Facilitation
2 Credit Hours • 60 Contact Hours (Lecture/Lab Combination)
Provides approaches to challenge course management including construction and maintenance of high and low elements, facilitation and group dynamics, risk management and safety, and challenge course philosophies.

OUT 232 Mountaineering
4 Credit Hours • 90 Contact Hours (Lecture/Lab Combination)
Develop the knowledge, ability and leadership skills necessary to instruct and safely lead a group on a mountaineering experience.

Paralegal Courses

PAR 114 Computers & the Law
3 Credit Hours • 45 Contact Hours (Lecture)
Provides students with an opportunity to develop computer skills needed in the legal environment, including software applications, spreadsheets, databases, and Internet research.

PAR 115 Introduction to Law
3 Credit Hours • 45 Contact Hours (Lecture)
Provides an understanding of the role of paralegals, issues facing paralegals, the working of the legal system, and ethical questions. Legal terminology and an overview of the substantive areas of law will be discussed.

PAR 116 Torts
3 Credit Hours • 45 Contact Hours (Lecture)
A basic course in tort law, including negligence, intentional torts, and strict liability, with an emphasis on personal injury litigation.

PAR 117 Family Law
3 Credit Hours • 45 Contact Hours (Lecture)
This course covers domestic law, common property, dissolutions, adoptions, legal separation, and other family law issues.

PAR 118 Contracts
3 Credit Hours • 45 Contact Hours (Lecture)
This course covers the basic principles of contract law.

PAR 125 Property Law
3 Credit Hours • 45 Contact Hours (Lecture)
Focuses on real estate law, ownership, sale, leasing, financing, and government regulation of land.

PAR 127 Legal Ethics
3 Credit Hours • 45 Contact Hours (Lecture)
Explores the parameters of professional responsibilities and value systems for paralegals and related occupations.

PAR 201 Civil Litigation
3 Credit Hours • 45 Contact Hours (Lecture)
Prerequisite: PAR 115
Focuses on an intensive study of the legal process including the Federal and Colorado Rules of Civil Procedure.

PAR 205 Criminal Law
3 Credit Hours • 45 Contact Hours (Lecture)
Prerequisite: PAR 115, PAR 213
Introduces basic concepts of criminal law and criminal procedure, including Colorado statutes and Rules of Procedure.

PAR 206 Business Organizations
3 Credit Hours • 45 Contact Hours (Lecture)
Prerequisite: PAR 115
Focuses on the study of the major types of business organizations.

PAR 208 Probate & Estates
3 Credit Hours • 45 Contact Hours (Lecture)
Prerequisite: PAR 115
Provides an understanding of the creation and administration of an estate, including wills and trusts, and the probate process.

PAR 211 Legal Research
3 Credit Hours • 45 Contact Hours (Lecture)
Prerequisite: PAR 115
Introduces the student to basic legal research tools, including statutes, digests, case law, citators, encyclopedias, dictionaries, and online data bases.

PAR 212 Legal Writing
3 Credit Hours • 45 Contact Hours (Lecture)
Prerequisite: ENG 121, PAR 115, PAR 211
Enables the student to practice the content and conventions of legal writing.

PAR 213 Legal Research & Writing I
3 Credit Hours • 45 Contact Hours (Lecture)
Provides an introduction to legal research and writing.

PAR 218 Bankruptcy Law
3 Credit Hours • 45 Contact Hours (Lecture)
Prerequisite: PAR 115
Focuses on the federal and state laws and procedures involving bankruptcy.

PAR 287 Cooperative Education
3 Credit Hours • 105 Contact Hours (15 Lecture, 90 Work Experience)
Provides students an opportunity to gain practical experience in applying their occupational skills and/or to develop specific skills in a practical work setting. The instructor will work with the student to select an appropriate work site, establish learning objectives, and to coordinate learning activities with the employer or work site supervisor.

PAR 289 Capstone
3 Credit Hours • 45 Contact Hours (Lecture)
Prerequisite: All required courses in certificate and AAS degree program
Emphasizes a synthesis of the information and skills that students learn throughout their paralegal studies.

Pharmacy Technician Courses

PHT 111 Orientation to Pharmacy
3 Credit Hours • 45 Contact Hours (Lecture)
Orients students to the work of pharmacy technicians and the context in which a technician`s work is performed. Students learn the concept of pharmaceutical care and the technician`s general role in its delivery. The development of new drug products is discussed as well as a variety of issues that touch on attitudes, value and beliefs of success for pharmacy technicians. Students gain an appreciation for the value of obtaining technician certification, and the benefits of technicians` active involvement in local, state, and national pharmacy organizations.

PHT 112 Pharmacy Law
2 Credit Hours • 30 Contact Hours (Lecture)
Introduces the pharmacy technician student to the profound influence that drug laws, standards, and regulations have on practice. Students learn to abide by the laws, regulations and standards that govern the preparation and dispensing of drugs.

PHT 114 Computer Skills for Pharmacy Technicians
1 Credit Hours • 15 Contact Hours (Lecture)
Focuses on the practice of pharmacy and the multiple operations contributing to safe and effective practices of dispensing, distribution, administration and prescribing of pharmaceuticals, medical supplies, equipment and devices. Pharmacy technicians are delegated certain operations and technical functions based upon established policies and procedures. Computers are utilized to contribute to the efficient delivery of these operations. Pharmacy technicians require a basic understanding of computer terminology and applications of the computer and the roles and responsibilities of pharmacist and pharmacy technicians in computer-based systems. Includes integration of an actual pharmacy operation application and allow students hands on technical experience.

PHT 115 Pharmacology of the GI, Renal, Reproductive, Immune, Dermatologic Systems
3 Credit Hours • 45 Contact Hours (Lecture)
Provides the basic concepts of normal body function as well as the diseases which impact the various body systems and the drugs used to treat such diseases. Emphasizes disease state management and drug therapy.

PHT 116 Institutional Pharmacy
3 Credit Hours • 67.5 Contact Hours (Lecture/Lab Combination)
Prerequisite: PHT 111
Provides a basic understanding of general and specific tasks as well as the responsibilities involved in the practice of pharmacy in an institutional pharmacy setting. Emphasizes in-patient hospital pharmacy practice and other related practice settings (such as Homecare and Nursing Home or Long-Term Care). A laboratory experiential component provides a hands-on experience in the preparation of intravenous admixtures, aseptic technique, unit-dose distribution, dispensing for greater than 24 hours.

PHT 118 Pharmacology of the Nervous, Endocrine, Musculoskeletal Systems
3 Credit Hours • 45 Contact Hours (Lecture)
Prerequisite: PHT 115
Serves as the second part of the two-part presentation of the basic concepts of normal body function. Reviews the disease states which impact the various body systems and the drugs used to treat such diseases. Emphasizes disease state management and drug therapy.

PHT 119 Community Pharmacy
3 Credit Hours • 67.5 Contact Hours (Lecture/Lab Combination)
Prerequisite: PHT 111
Provides a basic understanding of both general and specific tasks and responsibilities involved in the practice of pharmacy in a community setting. Emphasizes chain and independent community pharmacy practice, other related practice settings (such as consultant pharmacy, mail order pharmacy and nuclear pharmacy). Enables the student to obtain hands-on experience in the important technical duties of dispensing and compounding. The course will utilize a lecture-informal discussion format combined with a series of practice skills laboratory sessions.

PHT 170 Pharmacy Clinical: Hospital
4 Credit Hours • 160 Contact Hours (7.5 Lecture, 152.5 Clinical)
Prerequisite: PHT 116, PHT 118, PHT 119, PHT 235
Provides students with hands-on experience in an inpatient hospital pharmacy setting within the State of Colorado. Students must complete all didactic course work prior to enrolling in this course. The course involves a minimum of 160 hours including 8 hours of seminar class time and 152 hours of on-the-job work experience. Each student is required to work under the supervision of a licensed pharmacist (i.e. preceptor) who may, in turn, delegate some supervisory and/or training responsibilities to another licensed pharmacist or certified pharmacy technician. During their work time at their hospital pharmacy site, students are expected to participate in the pharmacy practice activities delineated in the Clinical Site Manual provided each student and each preceptor. Such activities include, but are not limited to, dispensing, compounding, inventory handling and control, drug distribution, and the preparation of intravenous (IV) admixture products, chemotherapy products, and total parenteral nutrition (TPN) products. Students are also expected to complete daily and weekly reports of their work activities and are required to evaluate both their work site and their preceptor at the conclusion of their clinical rotation. Similarly, each preceptor is asked to complete an evaluation of, and provide a grade for, each student at the completion of the student's rotation. The course instructor is also required to evaluate each student after completing a visit to the student's work site and discussing the student's performance with both the student and his/her preceptor.

PHT 171 Pharmacy Clinical: Community
4 Credit Hours • 160 Contact Hours (7.5 Lecture, 152.5 Clinical)
Prerequisite: PHT 116, PHT 118, PHT 119, PHT 235
Provides students with hands-on experience in a community pharmacy setting within the State of Colorado. Students must complete all didactic course work prior to enrolling for this course. The course involves a minimum of 160 hours including 8 hours of

seminar class time and 152 hours of on-the-job work experience. Each student is required to work under the supervision of a licensed pharmacist (i.e. preceptor) who may, in turn, delegate some supervisory and/or training responsibilities to another licensed pharmacist or certified pharmacy technician. During their work time at their community pharmacy site, students are expected to participate in the pharmacy practice activities delineated in the Clinical Site manual provided each student and each preceptor. Such activities include, but are not limited to, dispensing, compounding, inventory handling and control, drug distribution, processing of third party claims, maintenance of patient profiles, and interaction and communication with patients. Students are also expected to complete daily and weekly reports of their work activities and are required to evaluate both their work site and their preceptor at the conclusion of their clinical rotation. Similarly, each preceptor is asked to complete an evaluation of, and provide a grade for, each student at the completion of the student's rotation. The course instructor is also required to evaluate each student after completing a visit to the student's work site and discussing the student's performance with both the student and his/her preceptor.

PHT 205 Certification Review
0.5 Credit Hours • 7.5 Contact Hours (Lecture)
Prepares the student for the National Pharmacy Technician Certification Examination.

PHT 206 Employment Preparation
0.5 Credit Hours • 7.5 Contact Hours (Lecture)
Focuses on the preparation for entering the profession will include writing resumes and interviewing.

PHT 235 Pharmaceutical Calculations & Compounding Techniques
4 Credit Hours • 67.5 Contact Hours (45 Lecture, 22.5 Lecture/Lab Combination)
Prerequisite: MAT 103
Develops the skills necessary for performing calculations in pharmacy practice and the compounding of sterile and non-sterile products. Includes a review of basic mathematical skills.. Enables the student to solve problems involving calculations pertinent to the preparations of pharmaceuticals. These skills are put to practical use in the compounding portion of this course. Preparation of sterile products, parenteral admixtures, TPN solutions and chemotherapeutics, using proper aseptic techniques are taught. The safe handling of antineoplastics and other hazardous drug products, as well as special drug storage requirements is learned. Emphasizes the importance of accuracy, quality and infection control. Use and maintenance of equipment such as Laminar Flow Hoods, auto-injectors, and pumps is discussed.

Philosophy Courses

Philosophy courses can be taken in any order.

PHI 111 Introduction to Philosophy: AH3
3 Credit Hours • 45 Contact Hours (Lecture)
Prerequisite: ENG 090
Introduces significant human questions and emphasizes understanding the meaning and methods of philosophy. Includes human condition, knowledge, freedom, history, ethics, the future, and religion.

PHI 112 Ethics: AH3
3 Credit Hours • 45 Contact Hours (Lecture)
Prerequisite: ENG 090
Examines human life, experience, and thought in order to discover and develop the principles and values for pursuing a more fulfilled existence. Theories designed to justify ethical judgments are applied to a selection of contemporary personal and social issues.

PHI 113 Logic: AH3
3 Credit Hours • 45 Contact Hours (Lecture)
Prerequisite: ENG 090
Studies effective thinking using language-oriented logic. Provides tools and develops skills for creative and critical thinking. Emphasizes the development of decision-making and problem-solving.

PHI 114 Comparative Religions: AH3
3 Credit Hours • 45 Contact Hours (Lecture)
Prerequisite: ENG 090
Introduces students to the similarities and differences among concepts predominant in the major world religions, comparing sociological, philosophical, and phenomenological similarities between major world faiths. It is designed to transfer to any four-year college philosophy, religious studies, or humanities department.

PHI 115 World Religions – West
3 Credit Hours • 45 Contact Hours (Lecture)
Prerequisite: ENG 090
Introduces the student to the common and different concepts predominant in the major world religions. Includes sociological, political, psychological, and philosophical aspects of a variety of belief systems. Focuses on the concept of religion as a cultural system, and a way that people make sense of a complex world. Particular emphasis is placed on how myths, legends, and folk tales reveal religious concerns.

PHI 116 World Religions – East
3 Credit Hours • 45 Contact Hours (Lecture)
Prerequisite: ENG 090
Emphasizes the diversity and richness of Eastern Religions within a cross-cultural context. Concepts such as fate, reincarnation, enlightenment, and morality are analyzed.

PHI 142 New Testament
3 Credit Hours • 45 Contact Hours (Lecture)
Prerequisite: ENG 090
This course surveys the literature of the early Christian era, from its inception to approximately 150 C.E. The New Testament as well as selected non-canonical writings from the period is examined. The course focuses on the interpretation of these texts in light of the cultural milieu from which they arose. Particular attention is paid to the influence of ancient literary conventions upon the Christian writers of this time.

PHI 201 Social & Political Philosophy
3 Credit Hours • 45 Contact Hours (Lecture)
Prerequisite: ENG 090, PHI 112
Addresses a single topic among those relevant to social and political philosophy such as political rights, political freedom, social obligations, or democracy.

PHI 214 Philosophy of Religion: AH3
3 Credit Hours • 45 Contact Hours (Lecture)
Prerequisite: ENG 090
Focuses on the critical examination of the fundamental concepts, ideas, and implications of religion. Includes the nature of God, the varieties of religious experience, argument concerning God's existence, the Problem of Evil, faith and reason, religion and human destiny, and the connection between religion and ethics.

PHI 250 Eastern Wisdom
3 Credit Hours • 45 Contact Hours (Lecture)
Prerequisite: ENG 090
Covers fundamental theories of Indian, Chinese, Japanese, and Muslim metaphysics, epistemology, ethics, and aesthetics, focusing on the development of Hinduism, Buddhism, Confucianism, Taoism, Shintoism, as well as Islam's development in the East.

Photography Courses

PHO 101 Professional Photography I
3 Credit Hours • 45 Contact Hours (Lecture)
Introduces black and white photography as a fine art medium and develops skills necessary for basic camera and lab operations.

PHO 102 Professional Photography II
3 Credit Hours • 60 Contact Hours (15 Lecture, 45 Lecture/Lab Combination)
Prerequisite: PHO 101
This course is a further exploration in camera and lab operations with an emphasis on individual creativity. It includes the development of a comprehensive portfolio.

PHO 105 Photo & Computer Orientation
2 Credit Hours • 45 Contact Hours (Lecture/Lab Combination)
This course will orient the Professional Photography student with lab operations and procedures of computer labs and networks. Instruction of the numerous applications included with Mac OS-X including Safari, iTunes, iPhoto, iDVD, iMovie, disc burner, Adobe Acrobat Reader, word processing and spreadsheet applications will be covered.

PHO 121 Photo-Image Capture I
3 Credit Hours • 45 Contact Hours (Lecture)
This foundation course instructs the fundamental operation of a DSLR camera. The general operation of the camera, proper camera handling and maintenance, exposure control, depth of field, lenses and the visual characteristics of lenses, and an understanding of how digital capture works are emphasized. Additional topics include: f-stops, shutter speeds, metering modes, use of the histogram, auto focus, auto bracketing, and exposure compensation.

PHO 205 Professional Digital Photo I
3 Credit Hours • 60 Contact Hours (15 Lecture, 45 Lecture/Lab Combination)
Prerequisite: PHO 101
Introduces the basic concepts of digital imaging as applied to photography. Using applicable technology and hands on experience, modern developments are presented leading to the present applications of digital imaging which combine traditional photographic ideas with electronic media. Enables the student to learn how to operate image manipulation software using a variety of scanning equipment, software tools and output devices by executing new assignments and applying these technologies to their photographic process.

PHO 206 Professional Digital Photo II
3 Credit Hours • 60 Contact Hours (15 Lecture, 45 Lecture/Lab Combination)
Prerequisite: PHO 205
Expands upon the beginning digital photography class. Focuses on digital photography in terms of design and communication factors including color, visual design, lighting, graphics, and aesthetics.

PHO 226 Digital Workflow Management
3 Credit Hours • 67.5 Contact Hours (Lecture/Lab Combination)
Prerequisite: ART 138 or PHO 121
Note: It is recommended to take ART 138 or MGD 111 before PHO 226
Teaches computer aided photography and darkroom techniques. The emphasis of this course is image-editing software, which can be used to color correct, retouch and composite photographic images. Other topics include image acquisition, storage, file management, special effects, hard copy and web based image output.

PHO 232 Professional Portraiture
3 Credit Hours • 67.5 Contact Hours (Lecture/Lab Combination)
Prerequisite: ART 144
This course covers the technical and aesthetic aspects of studio and location portrait photography. Course topics include lighting ratios, lighting styles, location lighting, small system flash, light modifiers for portraiture, metering, composition, equipment and posing. Career paths in the field of portraiture such as weddings, environmental, editorial and studio portraits are covered.

PHO 234 View Camera/Lighting Technique
3 Credit Hours • 67.5 Contact Hours (Lecture/Lab Combination)
Prerequisite: ART 138 or PHO 101 or PHO 121
Instruction in the use of large format cameras and strobe lighting for product photography is the focus of this course. Topics include: types of large format cameras, view camera movements for depth of field and perspective control, lighting ratios, special lighting techniques, light modifiers, bellows factors, and the specific methods of lighting different objects and surfaces such as glass and metal.

PHO 235 Architectural Photography
3 Credit Hours • 67.5 Contact Hours (Lecture/Lab Combination)
Prerequisite: ART 138 or PHO 101 or PHO 121
Covers the more advanced aspects of commercial/ architectural photography. Students will explore photographing subjects ranging from products to buildings with an emphasis on meeting the design demands of commercial clients, stock agencies and publishers. Various film types, formats and print reproduction aspects will be explored in depth.

PHO 236 Commercial Photography
3 Credit Hours • 67.5 Contact Hours (Lecture/Lab Combination)
Prerequisite: PHO 234
This course is a continuation of View Camera and Lighting Techniques, emphasizing studio product illustration using color transparency film and digital capture. Advance techniques in lighting and further development of proficiency with the view camera and advanced aspects of commercial illustration photography are included.

PHO 258 Wildlife Photography
3 Credit Hours • 67.5 Contact Hours (Lecture/Lab Combination)
Prerequisite: ART 138 or PHO 101 or PHO 121
This course introduces and refines specific tools and techniques involved in the taking of successful and professional wildlife photographs. This class exposes students to an awareness of the outdoors, with a specific interest in wildlife through a lecture and various class field trips. Students are expected to have a good knowledge of basic photographic concepts, such as technical camera skills and creative composition before entering this class.

PHO 259 Extreme Outdoor Photography
3 Credit Hours • 52.5 Contact Hours (30 Lecture, 22.5 Lecture/Lab Combination)
Prerequisite: ART 138 or PHO 101 or PHO 121
Introduces and exposes students to tools and techniques that will allow them to capture exciting, high quality professional images of a variety of outdoor activities in physically demanding environments. Depending on the time of year offered, activities may differ. Examples include: rodeos, rappelling, mountain biking, kayaking and white water rafting, rock crawling, or any other extreme outdoor activity. This course will take advantage of local events and competitions and explore field trip activities. The minimum basic technical skills set will include backpacking, rappelling, snowshoeing, and water safety. Students are expected to have a good knowledge of basic photographic concepts, such as technical camera skills and creative composition before entering this class. Physical requirements, to participate in class activities, may be enforced.

PHO 260 Events & Wedding Photography
3 Credit Hours • 67.5 Contact Hours (Lecture/Lab Combination)
Prerequisite: ART 144
Presents skills for the intermediate/advanced photo student interested in learning the professional techniques associated with events (venue) and wedding photography. There will be an emphasis on advanced camera and flash techniques, candid, formal and ceremonial photography. Business and planning aspects will also be covered. Topics covered will include Weddings, Bar mitzvah/Bas mitzvah, Music Concerts, Sporting Events, Graduations and similar occasions. Students will gain hands-on knowledge and learn practical shooting skills.

PHO 266 Pro Digital Workflow: Software
3 Credit Hours • 67.5 Contact Hours (Lecture/Lab Combination)
Prerequisite: ART 138, PHO 226
Concentrates on developing a seamless professional workflow for digital photography, integrating all aspects of digital photography, including shooting Camera RAW in the field, conversion of files to digital negatives, color calibration, importing, sorting and developing images, to final print output. Students will understand the workflow associated with importing, processing, managing, and showcasing large volumes of digital photographs. This includes the use of libraries for importing and managing photos, fundamental photographic adjustments and batch processing of photographs, and using additional tools to present photos onscreen, online, or in print.

PHO 280 Internship
1 Credit Hour • 45 Contact Hours (Internship)
Provides students with the opportunity to supplement course work with practical work experience related to their educational program. Students work under the immediate supervision of experienced personnel at the business location and with the direct guidance of the instructor/coordinator.

Physical Education Courses

PED 102 Volleyball
1 Credit Hour • 30 Contact Hours (PED)
Introduces and improve student skill level in volleyball. The primary emphasis is on teaching the student the elements of volleyball including rules, offensive and defensive play, passing, serving, setting, attacking, team play and game strategies.

PED 110 Fitness Center Activity I
1 Credit Hour • 30 Contact Hours (PED)
Focuses on improving total fitness via an aerobic circuit training program. Includes an individual fitness evaluation, computerized analysis of results, and a prescribed exercise program. Covers the basic components of fitness including flexibility, muscular strength, muscular endurance, cardiovascular fitness, and body composition. Weight machines, stationary bicycles, and computerized cardiovascular equipment will be used to elicit improvements in fitness.

PED 111 Fitness Center Activity II
1 Credit Hour • 30 Contact Hours (PED)
Prerequisite: PED 110
Serves as an advanced course for individuals interested in reaching a higher level of total fitness via an aerobic circuit training program. Includes an individual fitness evaluation, computerized analysis of results, and a prescribed exercise program. Focuses on the basic components of fitness including flexibility, muscular strength, muscular endurance, cardiovascular fitness, and body composition will be addressed. Weight machines, stationary bicycles, and computerized cardiovascular equipment will be used to elicit improvements in fitness.

PED 113 Fitness Concepts
1 Credit Hour • 30 Contact Hours (PED)
Focuses on providing information and guidelines for moving toward a more healthy lifestyle. Includes classroom instruction, an individual fitness evaluation, computerized analysis of results, and a prescribed exercise program utilizing the equipment and exercise options available in the Fitness Center.

PED 114 Walking & Jogging
1 Credit Hour • 30 Contact Hours (PED)
Enables the student to understand the values in walking and jogging. Safety precautions and emphasis on personal programs are emphasized.

PED 115 Body Sculpting & Toning
1 Credit Hour • 30 Contact Hours (PED)
Introduces exercise techniques to improve overall physical fitness. Emphasizes the interaction between cardiovascular conditioning, muscular strength and endurance, flexibility, and program design integrated into an aerobic format. Focuses on blending together different combinations and sequences of exercises while conditioning the entire body. Students exercise using various types of resistance equipment.

PED 116 Weight Training
1 Credit Hour • 30 Contact Hours (PED)
Offers basic instruction and practice in weight training. Students utilize weight training equipment in accordance to their abilities and goals. Emphasizes weight training equipment orientation, correct lifting techniques, and basic program design for men and women.

PED 121 Step Aerobics
1 Credit Hour • 30 Contact Hours (PED)
Introduces basic step aerobics, exercise techniques to improve physical fitness. Emphasizes the basic principles of step aerobics including the effects upon the cardio-respiratory system and skeletal muscles, various step patterns, and choreography.

PED 124 Mountain Biking
1 Credit Hour • 30 Contact Hours (PED)
Introduces basic mountain biking skills and techniques. The primary emphasis is to gain an understanding of the basic principles of mountain biking. Students develop skills and techniques for all riding situations, review bicycle anatomy, and basic maintenance and repairs.

PED 127 Introduction to Flyfishing
1 Credit Hour • 30 Contact Hours (PED)
Enables the student to gain the knowledge and skill of the fine art of flyfishing including the selection and use of appropriate equipment, fly-casting techniques, flyfishing entomology, and guiding techniques. Includes several field trips to local flyfishing areas.

PED 129 Scuba Diving
1 Credit Hour • 30 Contact Hours (PED)
Provides basic instruction in scuba diving. Focuses on the knowledge and skills related to swimming and snorkeling, diving equipment, communications, the environment, safety, dive tables, and other pertinent information a student needs for safe scuba diving. This course prepares the student for open-water (PADI) certification.

PED 132 Snowshoeing
1 Credit Hour • 30 Contact Hours (PED)
Emphasizes the basic skills, equipment, clothing and techniques of snowshoeing. It includes the objective dangers involved with winter recreation.

PED 133 Beginning Snowboarding
1 Credit Hour • 30 Contact Hours (PED)
Serves as a basic snowboarding course designed for those who have had little or no prior snowboarding experience. Incorporates a combination of on the snow classes at an established ski area and classroom instruction at the college. For purposes of instruction, students are assigned to small groups based on their snowboarding ability. Snow instruction is taught by certified ski instructors.

PED 134 Advanced Snowboarding
1 Credit Hour • 30 Contact Hours (PED)
Prerequisite: PED 133
Introduces advanced snowboarding designed for those with prior snowboarding experience and can link skidded turns with good speed and control on green and blue terrain. Covers a combination of on the snow classes at an established ski area and classroom instruction at the college. Students are assigned to small groups based on their present snowboarding ability. Snow instruction is taught by certified ski instructors.

PED 141 Beginning Alpine Skiing
1 Credit Hour • 30 Contact Hours (PED)
Presents a basic Alpine skiing course designed for those who have had little or no prior downhill skiing experience. The course will consist of a combination of on the snow classes at an established ski area and classroom instruction at the college. For purposes of instruction, students will be assigned to small groups based on their present skiing ability. All on snow instruction will be by certified ski instructors employed by the ski area.

PED 143 Tai Chi I
1 Credit Hour • 30 Contact Hours (PED)
Introduces Tai Chi as an expression of understanding of self-control, exercise, and self-defense. The primary emphasis is to gain an understanding of the history (origins and changes) of Tai Chi, the movements and their names, application of movements and terminology.

PED 144 Tai Chi II
1 Credit Hour • 30 Contact Hours (PED)
Emphasizes the instruction of Tai-Chi from a practical and scientific approach with illustrations of applications for each of the movements in daily life. Cardiovascular training, strength and flexibility training, balance and coordination are integral parts of the Tai-Chi training. In addition psychosocial skills such as meditation, relaxation, and self-efficacy will be addressed.

PED 145 Pilates Matwork I
1 Credit Hour • 30 Contact Hours (PED)
Focuses on Pilates matwork to increase core strength, overall muscles tone and flexibility with focused and precise floor work techniques. A physical education class built upon the philosophies and exercises of Josef Pilates.

PED 146 Martial Arts
1 Credit Hour • 30 Contact Hours (PED)
Introduces basic martial arts techniques and forms designed to improve the physical and mental capacity of an individual. Enables the student to gain an understanding of the basic philosophies and concepts around the martial arts and the approach to ethics. Provides a clear-cut guide for developing a powerful sense of character and will.

PED 147 Yoga
1 Credit Hour • 30 Contact Hours (PED)
Offers a guided instruction in yoga. Students practice yoga according to their individual fitness levels and abilities. Emphasizes enhancing general health and well-being through the performance of yoga strength, flexibility, balance, and relaxation techniques and exercises.

PED 148 Yoga II
1 Credit Hour • 30 Contact Hours (PED)
Prerequisite: PED 147
Continues to build on the concepts of basic yoga. Increases awareness of yoga including physical and mental benefits.

PED 150 Rock Climbing I
2 Credit Hours • 45 Contact Hours (Lecture/Lab Combination)
Introduces basic rock climbing, improving dexterity, problem solving skills and the physical work capacity of an individual. Enables the student to gain an understanding of the general principles of climbing; how equipment works and how it is used; basic climbing skills and techniques; safety and climbing etiquette and terminology.

PED 151 Rock Climbing II
2 Credit Hours • 45 Contact Hours (Lecture/Lab Combination)
Introduces lead climbing skills and techniques, problem solving skills and physical fitness. Emphasizes the general principles of lead climbing; proper usage of climbing equipment; development of lead climbing skills and techniques; climbing ethics and safety; and terminology.

PED 152 Beginning Ice Climbing
1 Credit Hour • 30 Contact Hours (PED)
Introduces technical (roped) ice climbing, including equipment selection and safety, knots, belaying and climbing, rappelling and climbing safety.

PED 161 Beginning Kayaking
1 Credit Hour • 30 Contact Hours (PED)
Provides basic kayak and water reading skills. The students will learn boating safety, hazard evaluation, terminology, whitewater river reading skills, paddling strokes, bracing techniques, peel out and eddy turns, and rescue and self-rescue techniques including wet exits, Eskimo rescues and introduction to and practice of the Eskimo roll.

PED 165 Wilderness Survival Skills
3 Credit Hours • 90 Contact Hours (Lab)
This course emphasizes the physiological, psychological and practical principles of survival. Survival equipment, wilderness improvising techniques, and wilderness dangers are included.

PED 166 Winter Wilderness Survival Skills
2 Credit Hours • 60 Contact Hours (PED)
Emphasizes winter survival techniques in the nivean environment at or near timberline. Focuses on winter ecology, basic snow science, and avalanche safety and rescue in a backcountry setting. This course includes field days and an overnight in a snow cave.

PED 167 Basic Search & Rescue
3 Credit Hours • 90 Contact Hours (PED)
Covers the basic fundamentals required for search and rescue in a wilderness environment. Includes tracking techniques and field trips.

PED 206 Ski Conditioning
1 Credit Hour • 30 Contact Hours (PED)
An individual conditioning program that builds both aerobic and muscle strength and promotes flexibility for the student planning to participate in either alpine or Nordic skiing.

PED 210 Fitness Center Activity III
1 Credit Hour • 30 Contact Hours (PED)
Prerequisite: PED 111
Serves as an advanced exercise course designed for individuals interested in attaining a high level of total fitness. Includes an individual fitness evaluation, computerized analysis of results, and a prescribed exercise program. Focuses on the basic components of fitness including flexibility, muscular strength and endurance, cardiovascular fitness, and body composition. The primary mode of training will be Aerobic Circuit Training. The

circuit training is supplemented with additional work on the specialized weight machines, dumbbells, treadmills, rowers, stair climbers, cross trainers, Nordic track, versa climbers, and running track available in the Fitness Center.

PED 211 Fitness Center Activity IV
1 Credit Hour • 30 Contact Hours (PED)
Prerequisite: PED 210
Focuses on advanced instruction designed for individuals interested in attaining a high level of total fitness. Includes an individual fitness evaluation, computerized analysis of results, and a prescribed exercise program. Focuses on the basic components of fitness including flexibility, muscular strength, muscular endurance, cardiovascular fitness, and body composition. The primary mode of training will be Aerobic Circuit Training. The circuit training will be supplemented with additional work on the specialized weight machines, dumbbells, treadmills, rowers, stair climbers, cross trainers, Nordic track, versa climbers, and running track found in the Fitness Center.

PED 227 Advanced Fly-Fishing
1 Credit Hour • 30 Contact Hours (PED)
Prerequisite: PED 127
Introduces students to the higher level skill set required for a successful fly fishing guided experience. Topics will include lake and river dynamics and finding the fish, fly tying, as well as the effects of weather on fishing experiences will be discussed. Various methods of getting the client to the fish will be discussed including wading and floating moving water as well as a variety of both hard and inflatable boats. Emphasis will be placed on the presentation of the fly, successfully striking the fish, and catch and release techniques. Other topics directly related to the business of fly fishing such as risk management, etiquette, permitting and type of related careers will be discussed.

PED 233 Zumba
1 Credit Hour • 30 Contact Hours (PED)
Zumba is a compilation of high energy, motivating music with unique moves and choreography combinations. Zumba fuses Latin and International music and dance themes to create a dynamic, exciting, effective fitness system. The routines feature aerobic/fitness interval training with a combination of fast and slow rhythms that tone and sculpt the body. Zumba utilizes the principles of fitness interval training and resistance training to maximize caloric output, fat burning and total body toning. It is a mixture of body sculpting movements with easy to follow dance steps.

PED 237 Paddle Sports
2 Credit Hours • 60 Contact Hours (PED)
Focuses on the methods and skills of conducting and leading safe lake and river trips in various types of watercraft such as canoes, kayaks, or inflatable boats. Students will learn modern river paddling techniques, trip planning and organization, basic river rescue and safety skills, federal and local permit systems, and minimal impact camping and boating techniques for a river corridor. This course includes a multi-day river expedition.

PED 245 Intermediate Pilates, Matwork II
1 Credit Hour • 30 Contact Hours (PED)
Prerequisite: PED 145
Builds upon the philosophies and exercises of Joseph Pilates. Pilates Matwork is a prerequisite, as this course builds upon basic techniques learned therein. Core strength, flexibility, overall muscle tone and balance are the goals of the matwork.

Physical Education & Recreation Courses

PER 128 Introduction to Recreation
2 Credit Hours • 30 Contact Hours (Lecture)
Studies the history, principles, philosophy, and contemporary problems and trends of recreation and their influence upon today's American society.

PER 152 Avalanche Safety
1 Credit Hour • 30 Contact Hours (Lab)
Emphasizes the latest information available about the study of avalanches, snow science, rescue equipment, and rescue techniques. Provides students with the knowledge and skills necessary to help instill good judgment and sound skills when making day-to-day travel decisions in the winter environment. This course fulfills the National Ski Patrol's Basic (Level 1) Avalanche course requirements.

PER 153 Whitewater Rafting Guide
2 Credit Hours • 60 Contact Hours (Lab)
Meets the requirements of Colorado Statute 33-32-105.5 which provides for the minimum qualifications of professional whitewater rafting guides. The classroom portion includes a review of the logistics, equipment, clothing, safety considerations, risk management, outdoor ethics, river reading fundamentals, and leadership skills. The remainder of the course will be spent with a licensed outfitter practicing all related and required skills while on the river.

PER 154 Avalanche Safety Level II
2 Credit Hours • 60 Contact Hours (Lab)
Prerequisite: PER 152
Enhances students understanding of snow and avalanche phenomena, hazard evaluation, rescue, avalanche forecasting and avalanche hazard mitigation. Students will receive a certificate of completion stating that the course was taught following the guidelines of the American Avalanche Association.

PER 160 Wilderness Ethics
3 Credit Hours • 67.5 Contact Hours (Lecture/Lab Combination)
Emphasizes the motivation, aesthetics, and ethics of wilderness. Examines viewpoints from Native American, Western, historic, and modern environmental writers.

PER 161 Backcountry Cooking
1 Credit Hour • 22.5 Contact Hours (Lecture/Lab Combination)
Focuses on menu planning, nutritional requirements for wilderness camping, and meal preparations. Includes cooking a backcountry meal.

PER 200 Outdoor Recreation Programming
3 Credit Hours • 67.5 Contact Hours (Lecture/Lab Combination)
Provides effective planning, staffing, and budgeting for the outdoor experience for the maximum opportunity for a successful program. Issues of marketing and promotion, agency coordination, risk management, environmental impact, logistics and the customer needs and expectations are addressed.

PER 252 Principles of Outdoor Recreation
3 Credit Hours • 60 Contact Hours (30 Lecture, 30 Lab)
Includes lecture and practical outdoor experience relating to problems and trends in outdoor recreation.

PER 253 Outdoor Leadership
2 Credit Hours • 45 Contact Hours (Lecture/Lab Combination)
Introduces the development, acquisition, and application of outdoor leadership skills and knowledge. Focuses on the latest information philosophy, and techniques necessary to safely conduct outdoor programs and expeditions as an outdoor leader. Skills are applied under actual field conditions. Emphasizes minimal impact camping, wilderness ecology, judgment and decision making, group dynamics and trip logistics. These skills enhance effectiveness as an outdoor leader.

Physics Courses

PHY 111 Physics: Algebra-Based I with Lab: SC1
5 Credit Hours • 105 Contact Hours (60 Lecture, 45 Lab)
Prerequisite: MAT 121
Enables the student to explore the truth about physical reality through reasoning, mathematics, and experimentation. Examines kinematics, force, circular motion, energy, momentum, torque, rotational dynamics, simple harmonic motion, temperature, heat, and thermodynamics. The concepts and theories presented are explored through demonstrations and hands-on experiments. It is a general physics course that is recommended for all of the health sciences and all other interested students. Students entering engineering or one of the advanced sciences should register for PHY 211.

PHY 112 Physics: Algebra-Based II with Lab: SC1
5 Credit Hours • 105 Contact Hours (60 Lecture, 45 Lab)
Prerequisite: PHY 111
Expands upon PHY 111 and covers sound waves, electric fields, electric circuits, magnetic fields, optics, and modern physics. Explores the concepts and theories presented in class are explored through demonstrations and hands-on experiments.

PHY 211 Physics: Calculus-Based I with Lab: SC1
5 Credit Hours • 105 Contact Hours (60 Lecture, 45 Lab)
Prerequisite: MAT 201
Enables the student to examine the truth about physical reality through reasoning, mathematics and experimentation. Covers kinematics, force, gravity, energy, momentum, torque, rotational dynamics, fluids, and waves. The concepts and theories presented in class are explored through demonstrations and hands-on experiments. This first semester calculus-based physics course is recommended for students entering engineering or one of the advanced sciences.

PHY 212 Physics: Calculus-Based II with Lab: SC1
5 Credit Hours • 105 Contact Hours (60 Lecture, 45 Lab)
Prerequisite: PHY 211
Expands upon PHY 211 and examines thermodynamics, electric fields, electric circuits, magnetic fields, light and optics, and modern physics. The concepts and theories presented in class are explored through demonstrations and hands-on experiments.

Political Science Courses

POS 105 Introduction to Political Science: SS1
3 Credit Hours • 45 Contact Hours (Lecture)
Prerequisite: ENG 090
Focuses on a survey of the discipline of political science, including political philosophy and ideology, democratic and non-democratic governments and processes, and international relations.

POS 111 American Government: SS1
3 Credit Hours • 45 Contact Hours (Lecture)
Prerequisite: ENG 090
Includes the background of the U.S. Constitution; the philosophy of American government; general principles of the Constitution; federalism; and civil liberties. Examines public opinion and citizen participation; political parties, interest groups, and the electoral process; and the structure and functions of the national government.

POS 125 American State & Local Government: SS1
3 Credit Hours • 45 Contact Hours (Lecture)
Prerequisite: ENG 090
Examines the structure and function of state, county, and municipal governments including their relations with each other and with national government. Includes a study of Colorado government and politics.

POS 205 International Relations: SS1
3 Credit Hours • 45 Contact Hours (Lecture)
Prerequisite: ENG 090
Examines relationships among modern nation states. Topics include diplomacy, nationalism, ideologies, power and influence, conflict and cooperation, the role of non-state actors, the international economy, and theoretical attempts to understand international behavior.

POS 215 Current Political Issues
3 Credit Hours • 45 Contact Hours (Lecture)
Prerequisite: ENG 090
Incorporates an in-depth analysis of critical issues in political science. Examines current topics and issues.

POS 225 Comparative Government: SS1
3 Credit Hours • 45 Contact Hours (Lecture)
Prerequisite: ENG 090
Focuses on a comparison of the basic features of selected developed and developing countries. Topics include ideologies, political parties, interest groups, and governmental institutions.

POS 288 Practicum
1-6 Credit Hours • 45 Contact Hours per credit hour (Practicum)
Prerequisite: ENG 090
Provides students with the opportunity to supplement coursework with practical work experience related to their educational program. Students work under the immediate supervision of experienced personnel at the business location and with the direct guidance of the instructor.

Psychology Courses

PSY 100 Psychology of Workplace Relationships
3 Credit Hours • 45 Contact Hours (Lecture)
Prerequisite: ENG 060
Focuses on interactions among people – their conflicts, cooperative efforts, and group relationships. Examines why beliefs, attitudes, and behaviors cause relationship problems in our personal lives and in work-related situations. Emphasizes the analysis of human behavior, the application of prevention strategies, and resolution of the behavior.

PSY 101 General Psychology I: SS3
3 Credit Hours • 45 Contact Hours (Lecture)
Prerequisite: ENG 090
Focuses on the scientific study of behavior including motivation, emotion, physiological psychology, stress and coping, research methods, consciousness, sensation, perception, learning, and memory.

PSY 102 General Psychology II: SS3
3 Credit Hours • 45 Contact Hours (Lecture)
Prerequisite: ENG 090
Focuses on the scientific study of behavior including cognition, language, intelligence, psychological assessment, personality, abnormal psychology, therapy, life span development, and social psychology.

PSY 106 Human Relations
3 Credit Hours • 45 Contact Hours (Lecture)
Prerequisite: ENG 090
Emphasizes the development and practice of effective interpersonal skills on and off the job.

PSY 112 Psychology of Adjustment
3 Credit Hours • 45 Contact Hours (Lecture)
Prerequisite: ENG 090
Emphasizes personal growth and the development of interpersonal skills. Focuses on the practical application of psychological principles and theories in achieving self-understanding and personal growth.

PSY 205 Psychology of Gender: SS3
3 Credit Hours • 45 Contact Hours (Lecture)
Prerequisite: ENG 121 (Grade of C or higher)
Examines gender comparisons in work, courtship, family life, and sexual behavior throughout the life span.

PSY 217 Human Sexuality: SS3
3 Credit Hours • 45 Contact Hours (Lecture)
Prerequisite: ENG 121 (Grade of C or higher), and PSY 101 (Grade of C or higher) or PSY 102 (Grade of C or higher)
Surveys physiological, psychological, and psychosocial aspects of human sexuality. Topics include relationships, sexual identity, and sexual health.

PSY 226 Social Psychology: SS3
3 Credit Hours • 45 Contact Hours (Lecture)
Prerequisite: ENG 121 (Grade of C or higher) and PSY 101 (Grade of C or higher), or PSY 102 (Grade of C or higher)
Focuses on the behavior of humans in social settings, including attitudes, aggression, conformity, cooperation and competition, prejudice, and interpersonal attraction.

PSY 227 The Psychology of Death & Dying: SS3
3 Credit Hours • 45 Contact Hours (Lecture)
Prerequisite: ENG 121 (Grade of C or higher), and PSY 101 (Grade of C or higher) or PSY 102 (Grade of C or higher)
Examines the philosophies of life and death, emphasizing dying, death, mourning, and the consideration of one's own death.

PSY 235 Human Growth & Development: SS3
3 Credit Hours • 45 Contact Hours (Lecture)
Prerequisite: ENG 121 (Grade of C or higher), and PSY 101 (Grade of C or higher) or PSY 102 (Grade of C or higher)
Examines human development from conception through death emphasizing physical, cognitive, emotional, and psychosocial factors.

PSY 238 Child Development: SS3
3 Credit Hours • 45 Contact Hours (Lecture)
Prerequisite: ENG 121 (Grade of C or higher), and PSY 101 (Grade of C or higher) or PSY 102 (Grade of C or higher)
Focuses on the growth and development of the individual, from conception through childhood, emphasizing physical, cognitive, emotional, and psychosocial factors.

PSY 245 Educational Psychology
3 Credit Hours • 45 Contact Hours (Lecture)
Prerequisite: ENG 121 (Grade of C or higher), and PSY 101 (Grade of C or higher) or PSY 102 (Grade of C or higher)
Focuses on the relationships between theory, research, and practice in the areas of learning, child development, motivation, and educational assessment.

PSY 247 Child Abuse & Neglect
3 Credit Hours • 45 Contact Hours (Lecture)
Prerequisite: ENG 121 (Grade of C or higher), and PSY 101 (Grade of C or higher), or PSY 102 (Grade of C or higher)
Examines the causes and effects of physical, sexual, and psychological abuse and neglect. Intervention and prevention strategies are emphasized.

PSY 249 Abnormal Psychology: SS3
3 Credit Hours • 45 Contact Hours (Lecture)
Prerequisite: ENG 121 (Grade of C or higher), and PSY 101 (Grade of C or higher) or PSY 102 (Grade of C or higher)
Examines abnormal behavior and its classification, causes, treatment, and prevention.

PSY 265 Psychology of Personality
3 Credit Hours • 45 Contact Hours (Lecture)
Prerequisite: ENG 121 (Grade of C or higher), and PSY 101 (Grade of C or higher), or PSY 102 (Grade of C or higher)
Examines the structure, function, and development of personality. Investigates the major contemporary theories of personality. Covers psychodynamic, behavioral, cognitive-social learning, humanistic, trait, and, optionally, neurobiological, existential, and/or Eastern perspectives. The underlying assumptions and research support for these theories are appraised. Enables the student to gain an appreciation of the value of alternative theoretical approaches to subfield study of psychology.

Public Security Management Courses

PSM 130 Homeland Security Law
3 Credit Hours • 45 Contact Hours (Lecture)
Provides a comprehensive overview for business, industry, and government as well as those faced with the new legal and security issues raised by new public laws, the new regulatory framework, and a new Department of Homeland Security. A complete overview of homeland security laws and regulations; emerging public safety requirements and policies; current and evolving programs to protect water, food and air supplies; latest security challenges in air transportation, vessel and port operations, and chemical handling and storage; privacy rights-finding the right balance with security concerns; human resource issues-hiring, firing, monitoring, providing a safe workplace, and Department of Homeland Security: organizational structure and management priorities; developing the most effective and compliant security plans.

PSM 132 Homeland Defense: Forecasting Terrorism
3 Credit Hours • 45 Contact Hours (Lecture)
Examines the variety of new indicators, warning methodologies, and analytical tools available to analysts; review of the extensive academic, governmental, and policy literature on terrorism forecasting that has been developed to assess and forecast terrorism in its numerous dimensions. Students will comprehend the various analytical capabilities of the types of terrorist threats that are most likely to confront the USA and its allies in the near future, and predict how to develop proactive defenses for the long term protection of our society.

PSM 133 Homeland Security: Chemical & Biological Defense
3 Credit Hours • 45 Contact Hours (Lecture)
Provides an overview of the radiological, chemical, biochemical, and biological threat to Homeland Security. Analysis of the agents and means of dissemination or attack that an adversary nation, group or terrorist cell may employ to deliver these agents; review the current and projected means, techniques, and procedures for defense against such agents; review of theory and practices in chemical and biological threats to develop proactive defensive postures to defeat these threats.

PSM 135 Critical Infrastructure Protection
1 Credit Hour • 15 Contact Hours (Lecture)
Explores the facets of Critical Infrastructure protection. Provides the student with an interactive forum to develop protection strategies.

PSM 136 Hospital Emergency Response Training (HERT) for Weapons of Mass Destruction (WMD)
3 Credit Hours • 45 Contact Hours (Lecture)
Provides Hospital Emergency Response Training (HERT) for Weapons of Mass Destruction (WMD). This course is designed to provide guidance to hospitals, EMS, health care facilities and citizens who may become involved in a mass casualty incident as a result of a hazardous materials incident (HMI) or weapons of mass destruction (WMD) event. The HERT/WMD introduces the hospital incident management system (HIMS), addresses chemical protective clothing and equipment (CPC&E) requirements, and presents guidance for hospital emergency response team (HERT) design, development and training. This course prepares HERT to conduct safe and effective emergency response during mass casualty incidents (MCI).

PSM 137 Introduction to Mitigation
3 Credit Hours • 45 Contact Hours (Lecture)
Provides students with information and skills necessary to sustain actions to reduce or eliminate long-term risk to people and property from hazards and their effects.

PSM 200 National Incident Management System/Interagency Operations
3 Credit Hours • 45 Contact Hours (Lecture)
Explores several components that work together as a system to provide a national framework for preparing for, preventing, responding to, and recovering from domestic incidents. These components include command and management, preparedness, resource management, communications and information management, supporting technologies, and ongoing management and maintenance.

Radio & Television Courses

RTV 100 Introduction to Electronic Media
3 Credit Hours • 45 Contact Hours (Lecture)
Focuses on the study of the market demands involving national, local and international uses of electronic media.

RTV 101 Radio Programming & Production I
3 Credit Hours • 67.5 Contact Hours (Lecture/Lab Combination)
Note: RTV 101 must be taken with RTV 106
Focuses on radio programming, formats and audience rating surveys, basic and sophisticated communications systems, history of broadcasting, broadcasting and production equipment, and program broadcast systems and propaganda.

RTV 102 Beginning Television
3 Credit Hours • 45 Contact Hours (Lecture)
Note: RTV 102 must be taken with RTV 107
Focuses on principles and techniques of television production in theory and the approach of studio and field production. Emphasizes producing television programs, beginning with a concept through script to actual studio production, preproduction, and post production.

RTV 103 Writing for TV & Radio
3 Credit Hours • 45 Contact Hours (Lecture)
Explores writing techniques for television and radio emphasizing professional techniques, format, and style.

RTV 104 Corporate Scriptwriting
3 Credit Hours • 45 Contact Hours (Lecture)
Focuses on scriptwriting formats and techniques as they apply to creating corporate and institutional video productions and other broadcast and non-broadcast television productions.

RTV 105 Principles of Satellite Communication
2 Credit Hours • 30 Contact Hours (Lecture)
Enables the student to gain a general understanding of the basic operations relating to satellite communications, and how this technology applies to education and industry on a global and national scale.

RTV 106 Radio Programming & Production Lab I
3 Credit Hours • 67.5 Contact Hours (Lecture/Lab Combination)
Note: RTV 106 must be with RTV 101
Focuses on the use of basic radio station equipment, programming, and formats. Includes simulated broadcasting using production studio facilities.

RTV 107 Television Studio Production
3 Credit Hours • 67.5 Contact Hours (Lecture/Lab Combination)
Note: RTV 107 must be taken with RTV 102
Examines principles and techniques of basic television production and direction in a laboratory setting using commercial television broadcast equipment for broadcast and institutional video productions.

RTV 108 Principles of Audio
3 Credit Hours • 45 Contact Hours (Lecture)
Focuses on basic audio production techniques to be used in television production. Includes the use of basic audio equipment and mixer to produce audio tracks for radio and television production.

RTV 109 Radio Broadcast Technical Operations
2 Credit Hours • 30 Contact Hours (Lecture)
Focuses on technical operation of radio transmitting systems and includes FCC rules and regulations.

RTV 110 News Writing & Reporting
3 Credit Hours • 45 Contact Hours (Lecture)
Emphasizes gathering, writing, and reporting radio and television news and development of communication medium style. Covers the legal system in relation to news reporting ethics. Addresses professional news-sorting and writing software for IBM compatible computers.

RTV 180 Internship – KEPC Radio
4 Credit Hours • 150 Contact Hours (15 Lecture, 135 Internship)
Prerequisite: RTV 101, RTV 106, RTV 131 and faculty consent
Incorporates on-the-air experience on the college FM radio station, KEPC.

RTV 181 Internship – College ITV Studio
4 Credit Hours • 150 Contact Hours (15 Lecture, 135 Internship)
Prerequisite: RTV 102, RTV 107 and faculty consent
Provides experience in a commercial television station or an allied industry.

RTV 182 Internship – Radio Sta./Audio Production
4 Credit Hours • 150 Contact Hours (15 Lecture, 135 Internship)
Prerequisite: RTV 101, RTV 106 and faculty consent
Provides experience in a commercial radio station or an allied industry.

RTV 183 Internship – TV Studio/Video Production Co.
4 Credit Hours • 150 Contact Hours (15 Lecture, 135 Internship)
Prerequisite: RTV 102, RTV 107 and faculty consent
Provides experience in a commercial television station or an allied industry.

RTV 208 Basic Video Production
3 Credit Hours • 67.5 Contact Hours (Lecture/Lab Combination)
Prerequisite: RTV 102, RTV 107
Introduces basic videotape production and editing on linear and non-linear editing systems. Covers producing, writing, directing, lighting, editing, and shooting techniques. Enables the student to gain experience in paint and character generator graphics, image processing, transitions, and techniques using the Avio and Casablanca non linear editors.

RTV 210 Audio Mixing
3 Credit Hours • 67.5 Contact Hours (Lecture/Lab Combination)
Includes the fundamentals of audio mixing from the audio source to final master. By explaining the principles of mixing and the technical foundations of audio recording. Analyzing the principles of acquiring, manipulating, recording, and final mixing of audio and discussing the differences between digital and analog recording. Each student will summarize the function of microphones, audio sources, recording devices, and speakers and complete recording exercises and projects according to provided guidelines. Demonstration of linear and non-linear master mixing will also be required.

RTV 211 Radio Programming & Production II
3 Credit Hours • 45 Contact Hours (Lecture)
Prerequisite: RTV 101
Note: RTV 211 must be taken with RTV 216
Focuses on styles of writing and reporting news, editorials, interviews, and commentaries; station logs and announcing styles and techniques; the Federal Communications Commission with

emphasis on politics and serving the public interest; job finding and advancing in broadcasting; women in broadcasting; drama; and specialized production. Includes sports casting and weather casting.

RTV 212 Advanced Television Production
3 Credit Hours • 45 Contact Hours (Lecture)
Prerequisite: RTV 102
Note: RTV 212 must be taken with RTV 217
Introduces additional principles and techniques of television production in theory and the approach of studio and production in news, weather, and sports. Emphasizes direction and production development to include single and multi-camera production. Examines use of effects and chroming. Includes laws and ethics governing the television broadcast industry and Institutional Television.

RTV 216 Radio Programming & Production Lab II
3 Credit Hours • 67.5 Contact Hours (Lecture/Lab Combination)
Prerequisite: RTV 106
Note: RTV 216 must be taken with RTV 211
Covers the operation of technical equipment of a radio broadcasting studio with emphasis on news, special news features, commercials, audition tapes, sports, and weather.

RTV 217 Advanced Television Studio Production
3 Credit Hours • 67.5 Contact Hours (Lecture/Lab Combination)
Prerequisite: RTV 107
Note: RTV 217 must be taken with RTV 212
Focuses on principles and techniques of television production and direction in a laboratory setting using commercial television broadcast equipment for broadcast and institutional video productions.

RTV 218 Advanced Video Production
3 Credit Hours • 67.5 Contact Hours (Lecture/Lab Combination)
Prerequisite: RTV 208
Develops advanced video production skills to prepare students for entry into the video production industry. Covers producing, directing, lighting, shooting, and editing techniques, as well as production aesthetics from industry standards. Provides hands on experience with linear and non-linear editing systems, and establishment of lighting and camera shooting techniques.

RTV 260 Broadcast Management
3 Credit Hours • 45 Contact Hours (Lecture)
Introduces the field of broadcast management as applied to day-to-day radio and television station operations, broadcast law, broadcast promotion, sales, research, ratings, logs, demographics and human relations in the broadcast workplace and arena.

RTV 280 Internship – TV Studio/Video Production II
3 Credit Hours • 105 Contact Hours (15 Lecture, 90 Internship)
Prerequisite: RTV 183
Provides experience in a commercial television station or an allied industry.

RTV 281 Internship in the News – KEPC Radio
3 Credit Hours • 105 Contact Hours (15 Lecture, 90 Internship)
Prerequisite: RTV 101, RTV 106, RTV 110
Enables the student to cover news events, actualities, and report several regular newscasts on KEPC.

RTV 282 Internship – KEPC Radio II
3 Credit Hours • 105 Contact Hours (15 Lecture, 90 Internship)
Prerequisite: RTV 101, RTV 106
Incorporates advanced experience on radio station KEPC.

RTV 283 Internship – Radio Sta./Audio Production II
3 Credit Hours • 105 Contact Hours (15 Lecture, 90 Internship)
Prerequisite: RTV 282
Incorporates advanced experience in a commercial radio station or an allied industry.

RTV 284 Internship in Telecommunications
3 Credit Hours • 105 Contact Hours (15 Lecture, 90 Internship)
Prerequisite: RTV 201, RTV 206 and faculty consent
Provides experience in a commercial TV station or an allied industry.

Radiologic Technology Courses

RTE 101 Introduction to Radiography
2 Credit Hours • 30 Contact Hours (Lecture)
Offers an introduction to radiology including equipment, exposure, positioning and the knowledge necessary for the radiography student to provide safe patient care including communication skills, body mechanics, patient transfer, and radiography as a profession.

RTE 105 Limited Scope Radiology Equipment & Imaging
3 Credit Hours • 45 Contact Hours (Lecture)
Prerequisite: MOT 125
Introduces the fundamental aspects of limited scope radiographic equipment for the ambulatory care setting, including basic understanding of physics, x-ray circuits & tube heating management, principles of exposure & image quality such as kVp, mAs , grid, scatter radiation & its controls, formulating x-ray techniques, the image receptor systems. Have a basic understanding of X-ray darkroom, film processing, radiation safety & monitoring including radiobiology.

RTE 106 Limited Scope Radiology Patient Positioning & Techniques
2 Credit Hours • 30 Contact Hours (Lecture)
Prerequisite: MOT 125
Introduces the fundamental aspects of limited scope radiographic patient positions and techniques for skull, extremities, trunk of body, spine, including safety and infection control, assessment of patients and management of acute situations.

RTE 111 Radiographic Patient Care
2 Credit Hours • 45 Contact Hours (Lecture/Lab Combination)
Offers expansion of the information presented in RTE 101, including diversity, universal precautions, legal considerations and ethics. Includes lecture and laboratory experience in the patient care areas of asepsis, vital signs, venipuncture, medical emergencies, assistance with drug administration, patient with special needs, and death and dying.

RTE 121 Radiographic Procedures I
3 Credit Hours • 67.5 Contact Hours (Lecture/Lab Combination)
Introduces fundamentals of radiographic positioning including use of radiographic equipment and safety, positioning, terminology, anatomy, pathology, and skills necessary to perform radiographic procedures of the chest, abdomen, upper extremity, gastrointestinal and urinary systems.

RTE 122 Radiographic Procedures II
3 Credit Hours • 67.5 Contact Hours (Lecture/Lab Combination)
Introduces additional material covered in RTE 121 including the knowledge of anatomy, pathology, and skills necessary to perform radiographic procedures of the lower extremity, pelvis, spine, and boney thorax.

RTE 141 Radiographic Equipment/Imaging I
3 Credit Hours • 45 Contact Hours (Lecture)
Introduces the fundamental aspects of radiographic equipment including a basic review of Physics fundamentals pertaining to x-ray production, the x-ray machine, image receptors, and control of scatter radiation.

RTE 142 Radiographic Equipment/Imaging II
3 Credit Hours • 45 Contact Hours (Lecture)
Expands information covered in RTE 141 and provides in depth knowledge of radiographic exposure and the factors that affect radiographic film quality and assurance.

RTE 181 Radiographic Internship I
5 Credit Hours • 225 Contact Hours (Internship)
Introduces the clinical education experience at the clinical education center. The student applies knowledge learned in the classroom to the actual practice of radiography.

RTE 182 Radiographic Internship II
5 Credit Hours • 225 Contact Hours (Internship)
Introduces additional concepts and more complex radiographic procedures than those learned in Clinical Internship I.

RTE 183 Radiographic Internship III
7 Credit Hours • 315 Contact Hours (Internship)
Reinforces the basic concepts of Clinical Internship I and II.

RTE 221 Advanced Medical Imaging
3 Credit Hours • 67.5 Contact Hours (Lecture/Lab Combination)
Introduces advanced imaging techniques including radiography of the cranium, facial bones and special radiographic procedures. These concepts are combined with the basic oral communication techniques necessary for the professional radiographer.

RTE 231 Radiation Biology/Protection
2 Credit Hours • 30 Contact Hours (Lecture)
Provides the basic knowledge and understanding of the biologic effects of ionizing radiation and radiation protection and safety.

RTE 281 Radiographic Internship IV
8 Credit Hours • 360 Contact Hours (Internship)
Introduces the student to the radiographic specialty areas of Pediatrics, Geriatrics, the out-patient clinic, as well as increasing proficiency in general radiography.

RTE 282 Radiographic Internship V
8 Credit Hours • 360 Contact Hours (Internship)
Introduces the student to the radiographic specialty areas of pediatrics, geriatrics, the out-patient clinic, portable and trauma radiography as well as increasing proficiency in general radiography.

RTE 289 Capstone
3 Credit Hours • 45 Contact Hours (Lecture)
Prepares the radiology technology student to effectively search for a job in radiography and sit for the American Registry of Radiologic Technology examination.

Reading Courses

REA 030 Basic Reading Skills
2 Credit Hours • 30 Contact Hours (Lecture)
Prerequisite: Appropriate assessment scores
Focuses on strategies for word attack, vocabulary development, stages of reading, and basic reading comprehension.

REA 060 Foundations of Reading
3 Credit Hours • 45 Contact Hours (Lecture)
Prerequisite: Appropriate assessment scores or REA 030
Focuses on strategies for vocabulary development, improved reading comprehension, and enrichment.

REA 090 College Preparatory Reading
3 Credit Hours • 45 Contact Hours (Lecture)
Prerequisite: Appropriate assessment scores or REA 060
Enables the student to apply strategies for improving comprehension, developing vocabulary, and increasing rate for reading college textbooks.

Real Estate Courses

REE 105 Colorado State Exam Review
1 Credit Hour • 15 Contact Hours (Lecture)
Helps prepare the student to take and pass the Colorado Real Estate License exam.

REE 201 Real Estate Brokers I
6 Credit Hours • 90 Contact Hours (Lecture)
Enables the student, in conjunction with REE 202 - Real Estate Brokers II, to meet the educational requirements of the Colorado Real Estate Commission for a Colorado Real Estate Brokers` license. This course includes Real Estate Law and Practice, Practical Applications, and Current Legal Issues.

REE 202 Real Estate Brokers II
6 Credit Hours • 90 Contact Hours (Lecture)
Enables the student, in conjunction with REE 201 - Real Estate Brokers I, to meet the educational requirements of the Colorado Real Estate Commission for a Colorado Real Estate Brokers` license. This course includes Colorado Contracts and Regulations, Closings, and Recordkeeping and Trust Accounts.

Research Survival Skills Course

LTN 105 Research Strategies
2 Credit Hours • 30 Contact Hours (Lecture)
Prerequisite: ENG 090
Introduces effective research strategies. Includes advanced online information retrieval techniques, analyses and evaluation of found materials, as well as discussions of social and legal issues surrounding the use of information.

Russian Courses

RUS 111 Russian Language I
5 Credit Hours • 75 Contact Hours (Lecture)
Prerequisite: ENG 090
Begins a sequence dealing with the development of functional proficiency in listening, speaking, reading, and writing the Russian language.

RUS 112 Russian Language II
5 Credit Hours • 75 Contact Hours (Lecture)
Prerequisite: RUS 111 (Grade of C or higher)
Continues Russian I in the development of functional proficiency in listening, speaking, reading, and writing the Russian language.

RUS 211 Russian Language III: AH4
3 Credit Hours • 45 Contact Hours (Lecture)
Prerequisite: RUS 112 (Grade of C or higher)
Continues Russian Language I and II in the development of increased functional proficiency in listening, speaking, reading, and writing the Russian language.

RUS 212 Russian Language IV: AH4
3 Credit Hours • 45 Contact Hours (Lecture)
Prerequisite: RUS 211 (Grade of C or higher)
Continues Russian Language I, II, and III in the development of increased functional proficiency in listening, speaking, reading, and writing the Russian language.

Science Courses

SCI 155 Integrated Science I: SC1
4 Credit Hours • 75 Contact Hours (45 Lecture, 30 Lab)
Examines the nature of energy and matter, their interactions and changes, and the application of fundamental concepts to the study of our natural world. These concepts will be explored in hands-on laboratory experiments. This course integrates the fundamental concepts and ideas about the nature of physics and chemistry with the natural world.

SCI 156 Integrated Science II: SC1
4 Credit Hours • 75 Contact Hours (45 Lecture, 30 Lab)
Prerequisite: SCI 155
Examines earth and biological systems, living and non-living environments, through the application of fundamental energy and matter concepts. These systems and concepts will be explored in hands-on laboratory experiments.

Social Work Courses

SWK 100 Introduction to Social Work
3 Credit Hours • 45 Contact Hours (Lecture)
Prerequisite: ENG 060, MAT 030
Introduces students to the philosophy of the social work profession including the knowledge, values, ethics, roles and skills inherent to generalist social work.

SWK 105 Application of Group Counseling
3 Credit Hours • 45 Contact Hours (Lecture)
Prerequisite: ENG 060, MAT 030
Covers the basic techniques, philosophies, and principles of problem solving through group counseling. It teaches group leaders how to apply techniques in working with a variety of client groups.

SWK 106 Introduction to Alcohol & Drugs
3 Credit Hours • 45 Contact Hours (Lecture)
Prerequisite: ENG 060, MAT 030
Acquaints the beginning student with various issues related to the field of working with substance and alcohol abuse. This course will also introduce the student to the knowledge base, values, ethics, intervention skills, and the diverse population groups served by social workers.

SWK 180 Internship I
6 Credit Hours • 240 Contact Hours (15 Lecture, 225 Internship)
Prerequisite: SWK 222
Provides work experience in a business or industry.

SWK 181 Internship II
6 Credit Hours • 240 Contact Hours (15 Lecture, 225 Internship)
Prerequisite: SWK 222
Provides work experience in a business or industry.

SWK 201 Human Behavior in the Social Environment I
3 Credit Hours • 45 Contact Hours (Lecture)
Other: This course transfers to CSU-Pueblo
Focuses on the person in the environment throughout the life span with an examination of the relationship between biological, psychological, social, spiritual and cultural systems.

SWK 202 Human Behavior in the Social Environment II
3 Credit Hours • 45 Contact Hours (Lecture)
Prerequisite: ENG 060, MAT 030
Other: This course transfers to CSU-Pueblo
Focus in this course is on an understanding and analysis of larger social systems which include the family, groups, communities and organizations. Emphasis is on social systems as an organizing theoretical framework for understanding social functioning and change.

SWK 205 Social Welfare in the U.S.
3 Credit Hours • 45 Contact Hours (Lecture)
Prerequisite: ENG 060, MAT 030
Other: This course transfers to CSU-Pueblo
Introduces students to the profession of Social Work and Social Welfare. Students will be presented with an historical and conceptual overview of the social welfare system in the United States. Attention is given to the milieu within which social, political, economic, racial and cultural forces have interacted in the evolution of social welfare.

SWK 207 Differential Approaches in Social Services
3 Credit Hours • 45 Contact Hours (Lecture)
Prerequisite: ENG 060, MAT 030
Introduces students to some contemporary counseling theories. Provides a basic understanding of treatment modalities to include Reality Therapy, Client Centered Therapy, and Behavior Modification.

SWK 208 Social Work Case Management
3 Credit Hours • 45 Contact Hours (Lecture)
Prerequisite: ENG 060, MAT 030
Prepares students for work in the area of social services case management. Some of the topics that students will study include client assessment, resource identification, interventions with diverse client populations, counseling, NASW Code of Ethics, linkage, and outcome evaluation.

SWK 222 Introduction to Social Work Practice
3 Credit Hours • 45 Contact Hours (Lecture)
Prerequisite: SWK 100, SWK 205
Other: This course transfers to CSU-Pueblo
Application of the foundation of generalist practice skills. Requires 15 clock hours of volunteer work in an approved human service agency.

SWK 280 Internship III
6 Credit Hours • 240 Contact Hours (15 Lecture, 225 Internship)
Prerequisite: ENG 060, MAT 030, SWK 181, SWK 222
Provides work experience in a business or industry.

Sociology Courses

SOC 101 Introduction to Sociology I: SS3
3 Credit Hours • 45 Contact Hours (Lecture)
Prerequisite: ENG 090
Examines the basic concepts, theories, and principles of sociology as well as human culture, social groups, and the social issues of age, gender, class, and race.

SOC 102 Introduction to Sociology II: SS3
3 Credit Hours • 45 Contact Hours (Lecture)
Prerequisite: ENG 090
Examines social institutions and organizations from the macro perspective. Emphasizes issues of social change, demography, social movements, and conflicts and trends within education, religion, family, political, and economic structures.

SOC 201 Introduction to Gerontology
3 Credit Hours • 45 Contact Hours (Lecture)
Prerequisite: ENG 090
Acquaints students with the major issues and concepts pertinent to the field of gerontology. The course introduces various theoretical perspectives on aging, the changing trends in life expectancy and other demographic considerations, and the interrelationship between elders and key social institutions. It provides an overview of physical, cognitive, and socioemotional factors associated with aging.

SOC 205 Sociology of Family Dynamics: SS3
3 Credit Hours • 45 Contact Hours (Lecture)
Prerequisite: ENG 090
Develops an understanding of marriage, family and kinship. It examines the family as an institution and how social, cultural, and personal factors influence family relations. The stability and diversity of the family will be explored, along with current trends and some alternative life styles.

SOC 207 Environmental Sociology: SS3
3 Credit Hours • 45 Contact Hours (Lecture)
Prerequisite: ENG 090
Examination of humans and the environment from an ecological perspective. Focuses on industrial and economic growth versus sustainability, natural resources development and management, environmental values and social movements, and comparative perspectives on people's relationship to the environment. Review of the "Green" movement and other environmental movements and their impacts upon social dynamics, the environment, and the evolution of social movements.

SOC 215 Contemporary Social Problems: SS3
3 Credit Hours • 45 Contact Hours (Lecture)
Prerequisite: ENG 090
Explores current social issues that result in societal problems. It focuses on such issues as civil liberties, gender discrimination, substance abuse, crime, poverty, and social change.

SOC 216 Sociology of Gender: SS3
3 Credit Hours • 45 Contact Hours (Lecture)
Prerequisite: ENG 090
Gives students the theoretical and factual background necessary to understand the phenomenon of gender stratification in American and other cultures. Students will be exposed to a history of gender stratification in human societies, theoretical explanations for this, and insights into the consequences of gender differentiation in our world today.

SOC 218 Sociology of Diversity: SS3
3 Credit Hours • 45 Contact Hours (Lecture)
Prerequisite: ENG 090
Explores the variety of intergroup relations regarding race, nationality, ethnicity, gender, sexual orientation, and other diversity issues. Patterns of prejudice, discrimination and possible solutions to these issues will be addressed.

SOC 220 Sociology of Religion: SS3
3 Credit Hours • 45 Contact Hours (Lecture)
Prerequisite: ENG 090
Provides an introduction to the sociology of religion, including a comparative and critical examination of world religions, by focusing on sociological interpretation and explanation of the role of religion in human culture. The interaction between society and religion is thus examined as are a wide variety of religious beliefs and practices.

SOC 223 Chicanos in a Changing Society
3 Credit Hours • 45 Contact Hours (Lecture)
Prerequisite: ENG 090
Explores the lives and roles of Chicanos and Chicanas (Americans of Mexican descent). It introduces students to the Chicano community, its historical, political and social development. It explores the ways in which Chicano communities interrelate with Anglo and multicultural societies as well as its future prospects.

SOC 231 The Sociology of Deviant Behavior: SS3
3 Credit Hours • 45 Contact Hours (Lecture)
Prerequisite: ENG 090
Examines the nature, identification, and explanation of deviant categories. Theories, and philosophies as well as methods of treatment related to deviancy will also be considered. The course will study society's attempts to control, change, and institutionalize those acts, individuals, or groups that a population may deem unacceptable.

SOC 237 Sociology of Death & Dying: SS3
3 Credit Hours • 45 Contact Hours (Lecture)
Prerequisite: ENG 090
Provides an opportunity to familiarize students and professionals with the needs and issues surrounding dying and death. This course will provide sociological, psychological, religious, historical, and anthropological perspectives for interpreting contemporary American customs dealing with dying, death, and bereavement. We will examine the professions associated with death and dying, such as hospice, funeral and crematory institutions, and medical care.

Space Science Course

SPS 101 Spaceflight
3 Credit Hours • 45 Contact Hours (Lecture)
Introduces the principles for launching and operating manned spacecraft, unmanned satellites, and permanent space stations.

Spanish Courses

SPA 101 Conversational Spanish I
3 Credit Hours • 45 Contact Hours (Lecture)
Prerequisite: ENG 090
Offers beginning students the skills necessary to understand and speak Spanish. The material includes basic vocabulary, grammar, and expressions that are used in daily situations and in travel.

SPA 102 Conversational Spanish II
3 Credit Hours • 45 Contact Hours (Lecture)
Prerequisite: SPA 101 (Grade of C or higher)
Offers students the skills necessary to understand and speak Spanish. The material continues to cover basic conversational patterns, expressions, and grammar.

SPA 109 Spanish for Travellers
2 Credit Hours • 30 Contact Hours (Lecture)
Introduces the basic vocabulary and expressions useful to travelers in Spanish speaking countries. The course will concentrate on the customs, traditions, and cultural attitudes to be discovered by a visitor to the destination country. Cultural diversity and global awareness are integral to this course of study. This course does not fulfill Humanities Area Requirements. Not intended for transfer.

SPA 111 Spanish Language I
5 Credit Hours • 75 Contact Hours (Lecture)
Prerequisite: ENG 090
Develops students' interpretive, interpersonal, and presentational communicative abilities in the language. Integrates these skills in the cultural contexts in which the language is used. Offers a foundation in the analysis of culture.

SPA 112 Spanish Language II
5 Credit Hours • 75 Contact Hours (Lecture)
Prerequisite: SPA 111 (Grade of C or higher)
Expands students' interpretive, interpersonal, and presentational communicative abilities in the language across the disciplines. Integrates these skills with the study of the cultures in which the language is used. Offers a foundation in the analysis of culture and develops intercultural communicative strategies.

SPA 114 Fast-Track Spanish I & II
5 Credit Hours • 75 Contact Hours (Lecture)
Prerequisite: ENG 090
Designed to bridge beginning SPA courses with intermediate SPA courses. It is designed for students who have studied two years of the target language in high school and possess linguistic and cultural knowledge that true beginners do not, but are not ready yet to move to the intermediate level because they need an in-depth review of essential structures.

SPA 115 Spanish for the Professional I
3 Credit Hours • 45 Contact Hours (Lecture)
Prerequisite: ENG 090
Designed as an introduction to a working knowledge of the Spanish language, cultural behaviors, and values useful in various professional fields such as health care, law enforcement, bilingual education, business, and others.

SPA 201 Conversational Spanish III
3 Credit Hours • 45 Contact Hours (Lecture)
Prerequisite: SPA 102 (Grade of C or higher)
Provides students with the skills necessary to continue their study of understanding and speaking Spanish. The material includes intermediate level vocabulary, grammar, and expressions.

SPA 202 Conversational Spanish IV
3 Credit Hours • 45 Contact Hours (Lecture)
Prerequisite: SPA 201 (Grade of C or higher)
Provides students the skills necessary to continue their study of understanding and speaking Spanish. The material will continue

to cover intermediate level conversational patterns, expressions, and grammar.

SPA 211 Spanish Language III: AH4
3 Credit Hours • 45 Contact Hours (Lecture)
Prerequisite: SPA 112 (Grade of C or higher)
Continues Spanish Language I and II in the development of increased functional proficiency in listening, speaking, reading, and writing the Spanish language.

SPA 212 Spanish Language IV: AH4
3 Credit Hours • 45 Contact Hours (Lecture)
Prerequisite: SPA 211 (Grade of C or higher)
Continues Spanish Language I, II and III in the development of increased functional proficiency in listening, speaking, reading, and writing the Spanish language.

SPA 215 Spanish for the Professional II
3 Credit Hours • 45 Contact Hours (Lecture)
Prerequisite: SPA 115 (Grade of C or higher)
Continues SPA 115 in the development of a working knowledge of the Spanish language, cultural behaviors, and values useful in various professional fields such as health care, law enforcement, bilingual education, business, and others.

SPA 261 Grammar for the Heritage Language Speaker
3 Credit Hours • 45 Contact Hours (Lecture)
Prerequisite: SPA 212 (Grade of C or higher)
Provides formal grammatical instruction to Foreign Language students whether native or bilingual who want to develop their existing proficiency in Spanish.

SPA 262 Composition for the Heritage Language Speaker
3 Credit Hours • 45 Contact Hours (Lecture)
Prerequisite: SPA 212 (Grade of C or higher)
Provides formal composing instruction to Spanish Language students whether native or bilingual who want to develop their existing proficiency in Spanish.

SPA 289 Capstone
3 Credit Hours • 45 Contact Hours (Lecture)
Provides a demonstrated culmination of learning within a given program of study.

Speech – see Communication Courses

Technical Course

TEC 205 Geometric Dimensioning & Tolerancing
3 Credit Hours • 45 Contact Hours (Lecture)
Prerequisite: MAT 107
Enables students to interpret geometric dimensioning and tolerancing (GDT) in machining or drafting. The course covers math formulas, tolerancing systems, modifiers, symbols, datums, and tolerances of form, profile, orientation, runout, and location. Students learn that generation of a working drawing is a team effort between design, drafting, manufacturing, and quality control.

Theatre Courses

THE 104 Basic Costume and Apparel Construction
3 Credit Hours • 75 Contact Hours (15 Lecture, 60 Lab)
Provides students with training in cutting and sewing techniques, as well as knowledge of fabric types, qualities, uses, and cleaning.

THE 105 Theatre Appreciation: AH1
3 Credit Hours • 45 Contact Hours (Lecture)
Includes discussions, workshops, and lectures designed to discover, analyze, and evaluate all aspects of the theatre experience: scripts, acting, directing, staging, history, criticism, and theory.

THE 105 Theatre Appreciation: AH1
3 Credit Hours • 45 Contact Hours (Lecture)
Includes discussions, workshops, and lectures designed to discover, analyze, and evaluate all aspects of the theatre experience: scripts, acting, directing, staging, history, criticism, and theory.

THE 111 Acting I
3 Credit Hours • 45 Contact Hours (Lecture)
Note: It is strongly recommended to take THE 105 before THE 111
Covers basic acting techniques and approaches including scene study, improvisation, and script analysis. Includes practical application through classroom performance.

THE 112 Acting II
3 Credit Hours • 45 Contact Hours (Lecture)
Note: It is strongly recommended to take THE 105 before THE 112
Continues to explore basic acting techniques and approaches including scene study, improvisation, and intermediate script analysis. It includes practical application through classroom performance.

THE 115 Stage Movement for Actors
3 Credit Hours • 45 Contact Hours (Lecture)
Introduces the vocabulary of human movement, techniques of physical training, and anatomy and kinesiology for the actor. The course includes forms of basic dance and the coordination of movement with vocal delivery.

THE 116 Technical Theatre
3 Credit Hours • 45 Contact Hours (Lecture)
Introduces hands-on methods of constructing and painting scenery and properties and operating stage lighting. Students also learn the proper procedures of using shop equipment and serving on stage crews.

THE 120 Drafting for the Performing Arts
3 Credit Hours • 45 Contact Hours (Lecture)
Teaches students to apply basic drafting techniques to various performing arts applications and venues such as ground and lighting plots for stage, film, dance and music. Other projects will include design layouts, working, detailed and isometric drawings. Attention will be given to drawing symbols, notations, dimensions and blueprint reading.

THE 126 Auditioning for Musical Theater
3 Credit Hours • 45 Contact Hours (Lecture)
Builds a confident, talented, and exciting audition. It includes a mock videotaped audition, and covers resumes, head shots, repertoire choices, stage fright, 16-bar audition, and dressing for success. This course is presented in conjunction with producers from regional theaters providing valuable feedback for the participants.

THE 130 Safety, Tools & Materials
3 Credit Hours • 45 Contact Hours (Lecture)
Prerequisite: THE 116
Addresses basic safety guidelines concerning the operation/use, care and storage of tools and materials. Areas covered include OSHA power tools, hand tools, hardware, lighting and sound equipment, paints, solvents, plastics, woods, steel, aluminum, and ladders.

THE 131 Theatre Production I
3 Credit Hours • 75 Contact Hours (15 Lecture, 60 Lab)
Allows students to put into practice theories of theatre production. Participation in set construction, scenic artistry, costuming, lighting, sound, acting, stage managing, and administration is available.

THE 132 Theatre Production II
3 Credit Hours • 75 Contact Hours (15 Lecture, 60 Lab)
Prerequisite: THE 131
Allows students to put into practice theories of theatre production. Participation in set construction, scenic artistry, costuming, lighting, sound, acting, stage managing, and administration is available.

THE 135 Stage Makeup I
2 Credit Hours • 45 Contact Hours (15 Lecture, 30 Lab)
Covers makeup design and application techniques. Techniques include basic corrective, character, old age, and fantasy application.

THE 136 Stage Makeup II
2 Credit Hours • 45 Contact Hours (15 Lecture, 30 Lab)
Continues to explore Theatrical makeup design and application techniques. In addition, prosthetics, hair design and other more advanced applications will be explored.

THE 140 Stage Dialects
1 Credit Hour • 15 Contact Hours (Lecture)
Teaches students to develop skills in nine dialects and accents.

THE 144 Scene Study
1 Credit Hour • 15 Contact Hours (Lecture)
Prerequisite: THE 111
Emphasizes the Stanislavski approach. Students will explore acting skills through advanced material, including avant garde and classical.

THE 152 Production Stage Management I
3 Credit Hours • 75 Contact Hours (15 Lecture, 60 Lab)
Prerequisite: THE 116
Focuses on the basics of stage management, including making a stage manager`s book, organizational methods and protocols of production, calling cues in production and personnel relationships and responsibilities.

THE 153 Production Stage Management II
3 Credit Hours • 75 Contact Hours (15 Lecture, 60 Lab)
Prerequisite: THE 152
Examines the practical and creative side of Production Stage Management from a participatory stance by serving as the Production Stage Manager for a current PPCC production. Participation in this course is subject to an interviewing process with the Show`s Director/Producer and is limited to just one student per semester. Interviews will start as much as three months before the semester of enrollment and may last through the first week of the semester of enrollment. This course is a continuation of THE 152.

THE 181 Internship
1–3 Credit Hours • 15 Contact Hours per credit (Lecture)
Prerequisite: THE 144 or THE 111
Focuses on the selection and preparation of audition materials, including prepared monologues, cold reading, and improvisation techniques. Basics of resume preparation are also discussed.

THE 182 Internship
1-3 Credit Hours • 45 Contact Hours per credit hour (Internship)
Allows students to put into practice theories of theatre production. Participation in set construction, scenic artistry, costuming, lighting, sound, acting, stage-managing, and administration is available.

THE 183 Internship
1-3 Credit Hours • 45 Contact Hours per credit hour (Internship)
Allows students to continue to put into practice theories of theatre production. Participation in set construction, scenic artistry, costuming, lighting, sound, acting, stage managing, and administration is available.

THE 204 Voice & Articulation I
2 Credit Hours • 30 Contact Hours (Lecture)
Prerequisite: ENG 060
Emphasizes vocal development including diction, enunciation, projection, dialects, and vocal interpretation of written materials. Students strive to eliminate regionalisms and tonal faults, e.g., nasality, stridency, sibilance, breathiness.

THE 205 Voice & Articulation II
2 Credit Hours • 30 Contact Hours (Lecture)
Prerequisite: THE 204
Emphasizes vocal development including diction, enunciation, projection, dialects, and vocal interpretation of written materials. Students strive to eliminate regionalisms and tonal faults, e.g., nasality, stridency, sibilance, breathiness. A continuation of THE 204.

THE 211 Development of Theatre Greek-Renaissance: AH1
3 Credit Hours • 45 Contact Hours (Lecture)
Prerequisite: ENG 090
Surveys the history and evolution of drama from Ancient Greece to the Renaissance, emphasizing all aspects of the art from period values to analysis of dramatic literature and performance.

THE 212 Development of Theatre Restoration to Modern: AH1
3 Credit Hours • 45 Contact Hours (Lecture)
Prerequisite: ENG 090
Surveys the history and evolution of drama from the Renaissance to the present, emphasizing all aspects of the art from period values to the analysis of dramatic literature and performance.

THE 213 Intermediate Acting I
3 Credit Hours • 45 Contact Hours (Lecture)
Prerequisite: ENG 060, THE 112
Continues THE 112. Emphasis is on artistic concentration of voice and movement. A detailed character biography is required.

THE 214 Intermediate Acting II
3 Credit Hours • 45 Contact Hours (Lecture)
Prerequisite: ENG 060, THE 213
Emphasizes artistic concentration of voice and movement. Detailed character biography is required. This course is a continuation of THE 211.

THE 215 Playwriting
3 Credit Hours • 45 Contact Hours (Lecture)
Gives students the opportunity to learn and practice playwriting techniques, thereby improving creative writing skills. Elements of dramatic structure, dialogue, styles, and theatrical practices are emphasized.

THE 216 Theatre Lighting and Design
3 Credit Hours • 45 Contact Hours (Lecture)
Prerequisite: THE 116
Focuses on the theory and practice of stage lighting. Topics include basic electrical theory, color theories, rigging and design of lighting for the performing arts.

THE 218 Readers Theatre
3 Credit Hours • 45 Contact Hours (Lecture)
Studies ensemble interpretation of literature—poetry, prose, and drama, primarily through the medium of the spoken word.

THE 220 Directing I
3 Credit Hours • 45 Contact Hours (Lecture)
Prerequisite: THE 111
Covers basic techniques for stage directing in contemporary theatre. Topics to be covered include stage composition, script analysis, work with actors, and the collaborative role of the director.

THE 230 Directing II
3 Credit Hours • 45 Contact Hours (Lecture)
Prerequisite: THE 220
Continues to explore basic technique for stage directing in contemporary theatre. Subjects to be covered are stage composition, script analysis, work with actors, and the collaborative role of the director. Student will direct a one act theatre piece for final project.

THE 231 Theatre Production III
3 Credit Hours • 75 Contact Hours (15 Lecture, 60 Lab)
Prerequisite: ENG 060, THE 111
Allows students to put into practice theories of theatre production. Participation in set construction, scenic artistry, costuming, lighting, sound, acting, stage managing, and administration is available.

THE 232 Theatre Production IV
3 Credit Hours • 75 Contact Hours (15 Lecture, 60 Lab)
Prerequisite: ENG 060, THE 111
Allows students to put into practice theories of theatre production. Participation in set construction, scenic artistry, costuming, lighting, sound, acting, stage managing, and administration is available.

THE 246 Rehearsal & Performance
1 Credit Hour • 30 Contact Hours (Lab)
Prerequisite: ENG 060, THE 131
Gives the student actor practical experience in a real acting environment. Through the audition and rehearsal process the student's imagination and creative potential will be stimulated. Special attention will be given to characterization, stage movement, speech techniques, dramatic form and the rehearsal / production / performance process. The successful rehearsal and presentation of the current production to the public will be the focal point of their activities. Previous acting experience is helpful but not required.

THE 247 Rehearsal & Performance II
2 Credit Hours • 45 Contact Hours (15 Lecture, 30 Lab)
Prerequisite: ENG 060, THE 131
Gives the student actor practical experience in a real acting environment. Through the audition and rehearsal process the student's imagination and creative potential will be stimulated. Special attention will be given to characterization, stage movement, speech techniques, dramatic form and the rehearsal / production / performance process. The successful rehearsal and presentation of the current production to the public will be the focal point of their activities. Previous acting experience is helpful but not required.

THE 248 Rehearsal & Performance III
3 Credit Hours • 75 Contact Hours (15 Lecture, 60 Lab)
Prerequisite: ENG 060, THE 131
Gives the student actor practical experience in a real acting environment. Through the audition and rehearsal process the student's imagination and creative potential will be stimulated. Special attention will be given to characterization, stage movement, speech techniques, dramatic form and the rehearsal / production / performance process. The successful rehearsal and presentation of the current production to the public will be the focal point of their activities. Previous acting experience is helpful but not required.

THE 255 Intermediate Playwriting
3 Credit Hours • 45 Contact Hours (Lecture)
Continues to explore playwriting techniques developed in THE 215 for theatre and applies concepts of writing for movie, television, radio, and animation scripts, with emphasis on the dramatic process and form.

Water Quality Management Courses

WQM 100 Introduction to Water Quality
3 Credit Hours • 45 Contact Hours (Lecture)
Prerequisite: MAT 090
Introduces the water and wastewater treatment field and the various applied science concepts that are used to operate, maintain and monitor water quality. Topics include the hydrological cycle, water sources, hydraulics, ecosystems, pollution, water chemistry, water calculations, microbiological aspects of water and water quality control.

WQM 105 Specific Calculations for Water Quality Management
4 Credit Hours • 60 Contact Hours (Lecture)
Prerequisite: MAT 090
Provides an in-depth study of the calculations associated with water and wastewater treatment. Topics include dimensional analysis, manipulation of conversion factors, geometric figures, velocities, detention time, surface loading, filtration and backwash rates, porosity, weir overflow rates, efficiencies, weight of dry solids, sludge pumping, settleable solids, volatile solids, mean cell residence times, settleability, disinfection and chemical dosage as relating to trickling filters, ponds, RBC, and activated sludge.

WQM 106 Mechanical – Physical Treatment
3 Credit Hours • 45 Contact Hours (Lecture)
Serves as a basic introduction into wastewater treatment. Topics include the technician and their responsibility, effects of waste discharges, natural cycles, solids in wastewater, NPDES permits, collection systems, pretreatment, primary treatment, secondary treatment, advanced treatment, flow measuring, solids handling and disposal.

WQM 109 Water Distribution
3 Credit Hours • 45 Contact Hours (Lecture)
Covers the purpose, selection and location of water storage facilities and the operation and maintenance of related equipment. Topics include storage facilities and capabilities, booster pumps, water mains and appurtances, joints, pipe protection and installation, valves, fittings and hydrants. Water quality standards, contaminants and degradation inspection and monitoring, system troubleshooting, surveillance, cross connections, pressure main breaks, corrosion control, disinfection and emergency planning are also covered.

WQM 115 Water Sources and Supplies
3 Credit Hours • 45 Contact Hours (Lecture)
Provides an introduction into the water supply systems and sources of water. Topics include sources and selection of water, water quality problems, reservoir management, intake structures, well and introductory plant operations.

WQM 116 Conventional Surface Water Treatment
3 Credit Hours • 45 Contact Hours (Lecture)
Covers coagulation, flocculation, sedimentation, filtering, corrosion and taste and odors. Topics for each process include descriptions, operating procedures, associated calculations, start-up and shut down procedures, laboratory tests, troubleshooting, maintenance, safety and records.

WQM 118 Wastewater Collections Systems
3 Credit Hours • 45 Contact Hours (Lecture)
Covers the purpose, components and design of collection systems. Topics include safety procedures, inspection and testing, pipeline cleaning and maintenance, underground repair, lift stations and sewer rehabilitation.

WQM 119 Basic Water Quality Analysis
4 Credit Hours • 60 Contact Hours (Lecture)
Relates the results of laboratory control tests to the chemistry of water and wastewater treatment. Students gain the skills and techniques to operate within a laboratory. Topics include

laboratory equipment and instrumentation-identification, set-up and calibration, safety, sample collection and preservation, written reports and laboratory tests. Laboratory testing includes hardness, alkalinity, dissolved oxygen, biochemical oxygen demand, chlorine residual, pH, phosphorus, dissolved solids, total solids, suspended solids, turbidity, langier index, fluoride and biomonitoring.

WQM 122 Basic Electricity for Water Quality Systems
4 Credit Hours • 60 Contact Hours (Lecture)
Provides an understanding of electrical theory, various types of electrical equipment found in treatment facilities, operation, troubleshooting basic electrical problems, and safety procedures.

WQM 126 Safety & Security Systems
3 Credit Hours • 45 Contact Hours (Lecture)
Provides an in-depth study of all applied safety aspects in the water and wastewater industry. Topics of study include development of safety policies and programs, job safety orientation, driving practices, CPR / first aid, confined spaces, Permit Required Confined Spaces (PRCS), air monitoring and displacement requirements, safety with energy - electrical, mechanical and pressure - trenching, street work, laboratory, treatment equipment, construction vehicles/equipment, chlorine as well as other chemical handling, security and safety standards as determined by the Bioterrorism Preparedness Act of 2002.

WQM 127 Utility Management
3 Credit Hours • 45 Contact Hours (Lecture)
Designed to introduce students to the fundamental business practices that are utilized in managing a water or wastewater utility. Topics include the functions of a manager, planning, organizing, staffing, public relations, financial management, regulatory compliance, safety, and operations and maintenance from a management perspective.

WQM 200 Hydraulics for Water Quality Management
4 Credit Hours • 60 Contact Hours (Lecture)
Introduces the mathematical principles of density, specific gravity, pressures, horsepower and energy costs, velocities, weirs, parshall flumes, venturi meters, California Pipe method, flows from open end pipes, settling velocities and classification of flows.

WQM 202 Small Water Operations & Maintenance
3 Credit Hours • 45 Contact Hours (Lecture)
Designed to introduce students to the practical, hands-on aspects of the safe and effective operation and maintenance of small water systems and treatment plants. Topics include the safe operation and maintenance of wells, pumps, disinfection equipment, small water treatment plants, storage facilities, pipes, joints, hydrants, valves, meters, and backflow prevention devices for the small water system operator.

WQM 203 Small Wastewater System Operations & Maintenance
3 Credit Hours • 45 Contact Hours (Lecture)
Designed to introduce students to the practical, hands-on aspects of the safe and effective operation and maintenance of small wastewater collection, treatment, and disposal systems. Topics include the safe operation and maintenance of small water treatment plants, lift stations and other facilities, and maintenance and rehabilitation of collection facilities for the small wastewater system operator.

WQM 212 Drinking Water Regulations
4 Credit Hours • 60 Contact Hours (Lecture)
Provides the knowledge and skills to establish a compliance program for a water treatment facility using ground water, surface water, or ground water influenced by surface water sources. The student will learn all regulatory requirements for microbiological and chemical contamination (organic, inorganic, and radio) for monitoring and reporting operations.

Welding Courses

WEL 100 Safety for Welders
1 Credit Hour • 22.5 Contact Hours (Lecture/Lab Combination)
Covers the hazards of welding on health and safety, locating essential safety information from a code or other standard, and identifying and applying shop safety procedures.

WEL 106 Blueprint Reading for Welders & Fitters
4 Credit Hours • 90 Contact Hours (Lecture/Lab Combination)
Covers interpreting weld symbols on blueprints, identifying proper layout methods and tools, and proper joint design necessary for various welding processes.

WEL 113 Oxyfuel & Plasma Cutting
2 Credit Hours • 45 Contact Hours (Lecture/Lab Combination)
Outlines the skills needed to set up equipment and perform cutting and gouging operations utilizing the oxyacetylene and plasma arc cutting processes.

WEL 114 Oxyacetylene Welding
2 Credit Hours • 45 Contact Hours (Lecture/Lab Combination)
Teaches the skills necessary to perform safety inspections, make minor repairs, adjust operating parameters, operate oxyacetylene welding equipment, and perform oxyacetylene welding, brazing, and soldering operations.

WEL 115 Autobody Welding & Cutting
4 Credit Hours • 90 Contact Hours (Lecture/Lab Combination)
Introduces welding in all positions on light gauge carbon steel using the GMAW and OAW processes on various joint configurations. Student should be familiar with basic metallurgy pertaining to the weldability of metals, structural joints, and safety in the welding industry.

WEL 121 Structural Welding I
3 Credit Hours • 67.5 Contact Hours (Lecture/Lab Combination)
Covers theory and practice in oxy-acetylene processes with emphasis toward AWS welder qualification with mild steel electrode E-7018 welding in the horizontal and vertical position.

WEL 122 Structural Welding II
3 Credit Hours • 67.5 Contact Hours (Lecture/Lab Combination)
Prerequisite: WEL 121
Continues WEL 121 with final emphasis toward AWS welder qualification with mild steel electrode E-7018 qualification test in the 2G, 3GU, and 4G position.

WEL 124 Introduction to Gas Tungsten Arc Welding
4 Credit Hours • 90 Contact Hours (Lecture/Lab Combination)
Covers welding in all positions and on various joint configurations using the GTAW (tig) welding process on carbon steel, stainless steel, and aluminum. Student should be familiar with basic metallurgy pertaining to the weldability of metals, structural joints, and safety in the welding industry.

WEL 125 Introduction to Gas Metal Arc Welding
4 Credit Hours • 90 Contact Hours (Lecture/Lab Combination)
Covers welding in all positions and on various joint configurations using the GMAW (mig) welding process on carbon steel, stainless steel, and aluminum. Student should be familiar with basic metallurgy pertaining to the weldability of metals, structural joints, and safety in the welding industry.

WEL 180 Internship
1-4 Credit Hours • 45 Contact Hours per Credit Hour (Internship)
Note: Must have Instructor permission to enroll
Meets the needs of the student in selected specialized area in a work-based environment. Individualized instruction at the job site will be set up based on student's interest and instructor approval.

WEL 200 Advance CAD/CAM Cutting Processes
4 Credit Hours • 90 Contact Hours (Lecture/Lab Combination)
Prerequisite: MAC 240
Covers designing and generating images using Mastercam Cad software. Student will be able to cut developed images/parts using Koike Monograph CNC Plasma cutting table. Student should be familiar with basic metallurgy pertaining to the plasma cutting of metals and safety in the welding industry.

WEL 205 Introduction to Ornamental Iron
4 Credit Hours • 90 Contact Hours (Lecture/Lab Combination)
Note: Must have Instructor permission to enroll
Covers designing, drawing and fabricating a welded project. Student will demonstrate their ability to use (in a practical application) previously learned techniques using different welding processes.

WEL 224 Advanced Gas Tungsten Arc Welding
4 Credit Hours • 90 Contact Hours (Lecture/Lab Combination)
Prerequisite: WEL 124
Covers welding in all positions on carbon steel, stainless steel, and aluminum plate and carbon steel pipe with the GTAW process. Student should be familiar with basic metallurgy pertaining to the weldability of metals, structural joints, and safety in the welding industry.

WEL 225 Advanced Gas Metal Arc Welding
4 Credit Hours • 90 Contact Hours (Lecture/Lab Combination)
Prerequisite: WEL 125
Covers welding in all positions on carbon steel plate with the GMAW process. Student should be familiar with basic metallurgy pertaining to the weldability of metals, structural joints, and safety in the welding industry.

WEL 230 Pipe Welding I
4 Credit Hours • 90 Contact Hours (Lecture/Lab Combination)
Prerequisite: WEL 122, WEL 224, WEL 225
Covers safety inspections, minor repairs, operating parameters, and operation of SMAW, GMAW, and FCAW equipment in a variety of positions on plain carbon steel pipe joints. Also covers evaluating and solving complex welding and fabrication problems and administering hands on training and supervision to other students during assigned fabrication and welding operations.

WEL 231 Pipe Welding II
4 Credit Hours • 90 Contact Hours (Lecture/Lab Combination)
Prerequisite: WEL 230 or concurrent enrollment
Learn to perform safety inspections, make minor repairs, adjust operating parameters, and operate SMAW and GTAW equipment on plain carbon steel pipe joints. The student should also be able to evaluate and solve complex welding and fabrication problems, administer hands on training and supervise other students during assigned fabrication and welding operations.

WEL 240 Pipe Welding Certification
4 Credit Hours • 90 Contact Hours (Lecture/Lab Combination)
Prerequisite: WEL 231
Introduces theory and practice in modern welding methods of pressure pipe line and pipe systems. Emphasis toward welder qualification under various codes.

WEL 250 Layout & Fabrication
4 Credit Hours • 90 Contact Hours (Lecture/Lab Combination)
Prerequisite: WEL 106
Develops welding and associated skills in the use of drawings and blueprints in planning. Includes designing and layout projects.

WEL 280 Internship
1-4 Credit Hours • 45 Contact Hours per Credit Hour (Internship)
Note: Must have Instructor permission to enroll
Offers individualized instruction at job site. The student is encouraged to develop skills needed to enter employment in the welding industry.

Zoo Keeping Courses

ZOO 100 Safety/Zoonoses/Hazardous Materials
0.5 Credit Hour • 11.25 Contact Hours (Lecture/Lab Combination)
Prepares students to deal in a safe and effective manner with the hazards and hazardous materials involved in zoo keeping.

ZOO 101 Career Development for Zoo Keeping
0.5 Credit Hour • 11.25 Contact Hours (Lecture/Lab Combination)
Supplies the tools necessary to be competitive in the zoological job. Provides students with the ability to make realistic decisions concerning education and occupational objectives.

ZOO 102 Primates
3 Credit Hours • 67.5 Contact Hours (Lecture/Lab Combination)
Investigate evolutionary concepts and trends including primate fossil records. Students will examine the taxonomic classification of primates and primate history and participate extensively in behavioral studies that require the acquisition and assemblage of data. Students will gain successful understanding of primate groups, morphology, adaptations, social structures, and conservation issues affecting a multitude of species. Exploring primatology in a thorough study will enable students to compare and contrast learned behaviors from a variety of other animal species as well as adapt techniques from a psychological perspective.

ZOO 104 Animal Training
2 Credit Hours • 45 Contact Hours (Lecture/Lab Combination)
Students will be able to apply the basics of classical and operant conditioning in shaping animal behavior in a captive setting. This course provides students with the background and information on how to develop and implement training programs and to condition behaviors. Students will learn and concentrate on utilization positive reinforcement techniques.

ZOO 105 Reptile & Amphibian Husbandry
4 Credit Hours • 90 Contact Hours (Lecture/Lab Combination)
Teaches herpetology and herpetological husbandry. The emphasis is on developing a working knowledge of the care and management of captive herptiles.

ZOO 106 Adventures in Zoo Design
2 Credit Hours • 45 Contact Hours (Lecture/Lab Combination)
Incorporates topics learned in exhibit design, conservation and horticulture. This course combines in class pre and post trip debriefings along with a 5-day multi-zoo field experience. Provides students with the opportunity to visit world class zoos that have not been researched or studied in their core classes. It expands the students' knowledge and exposes them to a diverse culture of zoos. Looking at zoos in different biomes creates more options to consider for their zookeeping career.

ZOO 115 Bird Husbandry
4 Credit Hours • 90 Contact Hours (Lecture/Lab Combination)
Teaches bird husbandry and supplies the student with a working knowledge of the captive care and management of birds.

ZOO 117 Animal Conservation in Captivity
3 Credit Hours • 45 Contact Hours (Lecture)
Studies the importance of animal conservation programs in captive environments throughout the world. The background, current programs, and future issues will be discussed. Some topics will include animal's relationships with man, zoo programs, and extinction issues.

ZOO 125 Mammal Husbandry
4 Credit Hours • 90 Contact Hours (Lecture/Lab Combination)
Teaches the student mammal biology and husbandry, and provides the student with a working knowledge of the care and management of captive mammals.

ZOO 135 Fish & Invertebrate Husbandry
4 Credit Hours • 90 Contact Hours (Lecture/Lab Combination)
Teaches the student fish and aquatic invertebrate biology and husbandry. Course provides the student with a working knowledge of the care of aquatic life, including management of closed systems.

ZOO 180 Zoo Keeping Internship I
5 Credit Hours • 225 Contact Hours (Internship)
Prerequisite: BIO 150, ZOO 100; successful completion or concurrent in enrollment in ZOO 125
Grading: SU only
Provides work experience at the Cheyenne Mountain Zoo or other approved facility. The student will become competent in the care of the animals studied within each internship.

ZOO 181 Zoo Keeping Internship II
5 Credit Hours • 225 Contact Hours (Internship)
Prerequisite: BIO 150, ZOO 100; successful completion or concurrent in enrollment in ZOO 125
Grading: SU only
Provides work experience at the Cheyenne Mountain Zoo or other approved facility. The student will become competent in the care of the animals studied within each internship.

ZOO 200 Advance Exhibitory Techniques
2 Credit Hours • 45 Contact Hours (Lecture/Lab Combination)
Requires successful completion of the Exhibit Design for Zoo Keepers course. Students will apply practical basics of keeper level exhibit design and renovations. Students will develop and implement changes within an existing or new exhibit using hands-on techniques and applications. Students will gain an understanding of the dynamics of building an exhibit that meets both animal needs and enables proper husbandry. Students will learn skills that enable them to construct exhibits and design components that can be incorporated into animal exhibits.

ZOO 205 Horticulture for the Zoo Keeper
1 Credit Hour • 22.5 Contact Hours (Lecture/Lab Combination)
Explores the role of plants and animal exhibits. Students will learn to care for a variety of plants while learning about the relationship between the living beings in a quality exhibit.

ZOO 206 Exhibit Design & Construction
3 Credit Hours • 67.5 Contact Hours (Lecture/Lab Combination)
Discusses the exhibit design and renovation process through the conceptual, architectural rendering and construction phases. Will discuss small, supervised projects as well as new multi-million dollar projects.

ZOO 207 Animal Behavior
3 Credit Hours • 67.5 Contact Hours (Lecture/Lab Combination)
Provides a brief history of ethology, forms of animal communication, the sensory world of animals, programmed vs. learned behavior, navigation, and mating behaviors. Students will be given an in-depth look at how animal behavior is affected by a zoo environment and how to correct stereotypic behaviors that are often seen in captive animals.

ZOO 212 Elephant Management
3 Credit Hours • 67.5 Contact Hours (Lecture/Lab Combination)
Prerequisite: ZOO 100
This course will cover the natural history of the two current living genera of elephants, status in the wild, status in captivity, and basic husbandry needs. It will include lab experience at the Cheyenne Mountain Zoo and Denver Zoo. The course will focus on current training theory as well as an introduction to the four currently recognized elephant management systems.

ZOO 215 Veterinary Zoo Keeping
4 Credit Hours • 90 Contact Hours (Lecture/Lab Combination)
Explores a wide variety of topics including but not limited to quarantine procedures, immobilization, zoonotic disease, and other important aspects of veterinary animal management.

ZOO 280 Zoo Keeping Internship III
5 Credit Hours • 225 Contact Hours (Internship)
Prerequisite: BIO 150, ZOO 100; successful completion or concurrent in enrollment in ZOO 105 and/or ZOO 115
Grading: SU only
Provides work experience at the Cheyenne Mountain Zoo or other approved facility. The student will become competent in the care of the animals studied within each internship.

ZOO 281 Internship – Abroad
5 Credit Hours • 225 Contact Hours (Internship)
Prerequisite: BIO 150, ZOO 100; successful completion or concurrent in enrollment in ZOO 105 and/or ZOO 125
Grading: SU only
Provides work experience at a pre-approved facility. The student will become competent in the care of the animals within a specified area of study.

COLLEGE ADMINISTRATIVE STAFF

In This Section

Officers of the College 210
President's Staff 210
Educational Services Staff 210
Administrative Services Staff 210
Student Services Staff 210

Officers of the College

President	Lance Bolton, Ph.D.
Vice President for Educational Services	Cindy Buckley
Vice President for Administrative Services	Michael Young
Interim Vice President for Student Services	Jeff Horner

President's Staff

Executive Assistant to the President/ Ombudsman	Kimberly Barnett
Executive Director of Marketing and Communications	Allison Swickard
Executive Director of Foundation, Resource and Community Development	Jon Stepleton
Executive Director of Human Resource Services	Carlton Brooks

Educational Services Staff

Assistant to the Vice President for Educational Services	Julie Hazel
Assistant to the VPES for Student Advising	Wayne Artis

Deans

Business, Social and Behavioral Sciences	
Dean	Bree Langemo
Associate Dean	Vacant
Communications, Humanities, and Technical Studies	
Dean	Taffy Mulliken
Associate Dean	Sharon Hogg
Health, Environmental, Natural and Physical Sciences	
Dean	Mary Ann Wermers
Associate Dean	Kristen Johnson
High School Programs/Concurrent Enrollment	
Dean	Chelsy Harris
Mathematics and Language	
Dean	Carol Jonas-Morrison
Associate Dean	Jacquelyn Gaiters-Jordan

Directors

Campus Director	Robin Young
Distance Education	Julie Witherow
EMS Program	Jeff Force
Library Services	Carole Olds
Military & Veterans Programs	Cheri Arfsten
Nursing Program	Mary Nifong
Special School Programs	Michael Parcha

Coordinators

EMS Clinical	Lori Morgan
Nursing Sim Lab	Geri Tierney

Program Administrators

English Language Institute	Andy Likins
Pikes Peak Regional Law Enforcement Academy	Catherine LaBrecque

Administrative Services Staff

Directors

Auxiliary Services	Lorelle Davies
Business Services	Eileen Hogue
Construction Management	Vacant
Contract and Procurement	Rockie Hurrell
Facilities Maintenance and Operations	Bob Lund
Financial Services/Controller	Terrance Plunkett
Information Technology Support Services	Cyrille Parent
Institutional Research	Tim Griffin, Ph.D.
Public Safety	Ken Hilte

Coordinators

Computer Aided Lab	Ernest Hughes

Managers

Bookstore – Assistant Managers	Nick Schmidt Jeff Tamblyn Chad Jacobson
Student Accounts – FS	Gerri Lyons
Manager of Technical Support – ITSS	Randy Linthicum
Publications and Printing/Copy Center	Mark Day

Student Services Staff

Dean of Students	Jennifer Sengenberger
Assistant Dean of Students	Dawn Souza

Directors

Campus Life	Dawn Souza
Career Planning and Advising	Lincoln Wulf
Child Care Services	Cynthia Neale-Downing
Admissions, Testing, Enrollment Service Center, Records	Jeff Horner
Financial Aid	Sherri McCullough
Learning Assistance Center	Sandy Ho
OASIS/CAC	Michael Nusen
Registrar	Twila Humphrey
Retention	Vacant
Student Support Services/TRiO	Ed Quesada

Coordinators

Campus Activities/ Student Development	James Hopper
Child Development Center – CC	Crystal Connolley
Child Development Center – RRC	Myra Sprague
Grants Development	Linda Rains
Math Specialist/Learning Services	Karey Pharris
Multicultural Retention Specialist	Eddie Hughes
Learning Assistance Center	Crystal Cyr
OASIS/CAC	Steven Gold
Recreation/Fitness Center	Kristi Johnson
SCEOC	Vacant
Crisis Counseling Office	Vacant
Testing Centers	Peggy Hawke
Transfer/Transition	Nichole Pritchett-Hilliard

FACULTY & STAFF

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Project Coordinator for Emergency Management, Public Safety

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Faculty of Architecture, Communications, Humanities & Technical Studies

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Administrative Assistant II, Military & Veterans Programs

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Vocational Credentials: Faculty
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Default/Debt Management Advisor, Financial Aid

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Library Technician II, Library

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President

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Vocational Credentials: Faculty
Faculty of Radiologic Technology, Health Professional, Health, Environmental, Natural & Physical Sciences

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Medical Office Technology Program Coordinator, Health, Environmental, Natural & Physical Sciences

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Accounting Tech III, Financial Services

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Structural Trades II, Facilities, Maintenance & Operations

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Vice President for Educational Services

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Child Care Aide, Child Development Center

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Counseling & Human Services Certification
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Director of Auxiliary Services, Auxiliary Services

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Administrative Assistant III, Enrollment Services/Admissions

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Faculty of Nursing, Health, Environmental, Natural & Physical Sciences

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Custodian I, Facilities, Maintenance & Operations

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Library Technician III, Library

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Mental Health Emergency Planner, Crisis Counseling

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Early Childhood Educator I, Child Development Center

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Administrative Assistant II, Bookstore

ECHEVARRIA, Jean, M.A. (Colorado State University, 1989)
Faculty of English Language Institute, Mathematics & Language

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Administrative Assistant II, Men's Multicultural Retention

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Web Design and E-Commerce Manager, Auxiliary Services

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Administrative Assistant II, Campus Life

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Early Childhood Educator II, Child Development Center

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Ground Nursery I, Facilities, Maintenance and Operations

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EMS Program Director, Health, Environmental, Natural & Physical Sciences

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Web Content Administrator, Information Technology Support Services

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Accounting Technician I, Financial Services

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Custodian I, Facilities, Maintenance & Operations

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Director of Public Safety

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Faculty of Culinary Arts, Area Vocational Program

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Director, Learning Assistance Center

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Associate Dean, Communications, Humanities & Technical Studies

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Director of Business Services

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Vocational Credentials: Faculty
Faculty of Culinary Arts, Business, Social & Behavioral Sciences

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HYDE, ReeAnn, M.A. (Fuller Theological Seminary, 1997)
Career Counselor/Advisor, Career Planning & Advising

INZER, Lonnie D., M.A. (Fort Hayes State University, 2004)
Vocational Credentials: Faculty
Faculty of Fire Science, Business, Social & Behavioral Sciences

IZOLD, Colleen
Administrative Assistant II, Testing Center

IZOLD, Mark, M.S. (Ohio State University, 1993)
Faculty of Geology and Astronomy, Health, Environmental, Natural & Physical Sciences

JACKSON, Ilah, B.S. (University of New Mexico, 2000)
Vocational Credentials: Faculty
Faculty of Interpreter Prep Program, Communications, Humanities, & Technical Studies

JACOBSON, Chad, A.A.S. (Pikes Peak Community College, 2006)
Sales Manager I, Bookstore

JAKEMAN, Leslie, B.A. (University of Colorado, 1983)
Career Counselor/Advisor, Career Planning & Advising

JANOS, Marcia, B.S. (Oakland University, 1989)
Vocational Credentials: Faculty
Faculty of Pharmacy Technician, Health, Environmental, Natural & Physical Sciences

JENT, Tom
Production III, Publications & Printing

JERGENS, Troy
Vocational Credentials: Faculty
Faculty of Diesel Power Mechanics, Communications, Humanities, & Technical Studies

JIMENEZ, Davina
Administrative Assistant III, Financial Aid

JOBE, Danen, M.F.A. (University of Arkansas, 2007)
Faculty of English, Mathematics & Language

JOHNSON, Brian, M.S. (Air Force Institute of Technology)
Application Developer, Information Technology Support Services

JOHNSON, Janele, M.A. (Oklahoma State University, 1988)
Faculty of English, Mathematics & Language

JOHNSON, Kevin, B.A. (University of Colorado,2007)
Information and Online Community Coordinator, Marketing and Communications

JOHNSON, Kristen, M.S.E.D. (Purdue University, 2003)
Associate Dean, Health, Environmental, Natural & Physical Sciences

JOHNSON, Kristi
Coordinator, Recreation & Fitness Center, Campus Life

JOHNSON, Leonardo, A.A. (Pikes Peak Community College, 2005)
IT Technician I, Information Technology Support Services

JONAS-MORRISON, Carol, M.S. (New Mexico Institute of Mining & Technology, 1993)
Dean of Mathematics & Language

JONES, Robert
Electronics Specialist II, Information Technology Support Services

JUEL, Jamie
General Professional I, Financial Aid

KAMILAR, Cindy, Ph.D. (University of Miami, 1993)
Professor of Psychology, Business, Social & Behavioral Sciences

KELLY, Thomas E., M.Ed. (Lesley University, 1995)
Vocational Credentials: Faculty
Associate Professor of Architecture, Communications, Humanities, & Technical Studies

KILGORE, Doyle
Police Officer I, Public Safety

KIM, Su Il, Ph.D. (McMaster University, 1985)
Professor of Anthropology, Business, Social & Behavioral Science

KIMBRELL, Judith, B.A. (Hillsdale College, 1996)
Faculty of Art/Photography, Communications, Humanities, & Technical Studies

KING, Mark, M.A. (New Mexico State University, 1998)
Faculty of English, Mathematics & Language

KIRKLAND, Kimberly, M.S.E.D. (Purdue University, 2003)
Faculty of Medical Office Technology, Health, Environmental, Natural & Physical Sciences

KLATASKA, Rickey, A.A. (Pikes Peak Community College, 1999)
Police Officer I, Public Safety

KLISMET, Peter, M.P.A. (University of Southern California, 1979)
Vocational Credentials: Faculty
Associate Professor of Criminal Justice, Business, Social & Behavioral Sciences

KNIGHT, Dana
Administrative Assistant II, Business, Social & Behavioral Sciences

KNIGHT, Wade
Vocational Credentials: Faculty
Faculty of Auto Collision Repair, Communications, Humanities & Technical Studies

KOBES, Stephanie, M.F.A. (University of Colorado, 2010)
Faculty of Dance, Communications, Humanities, & Technical Studies

KOLDENHOVEN, Tiffany
Accounting Technician I, Financial Services

KORT, Judy, M.Ed. (National College of Education, 1979)
Learning Disabilities Specialist, Office of Accommodative Services & Instructional Support

KOSKI, Christine
Child Care Aide, Child Development Center

KOSTER, Michele, A.A.S. (Pikes Peak Community College, 2005)
Vocational Credentials: Faculty
Faculty of Computer Aided Drafting-Mechanical, Communications, Humanities & Technical Studies, Area Vocational Program

KOTEWA, Laura, B.S. (Bemidji State University, 1988)
Administrative Assistant II, Enrollment Services

KROUGH, Cynthia D.
Administrative Assistant III, Enrollment Services

KRUGER, Cecilia, A.A.S. (Pikes Peak Community College, 2003)
Administrative Assistant III, Mathematics & Language

KRZEMIEN, Gayle, Ph.D. (Colorado State University, 2003)
Faculty of Mathematics, Mathematics & Language

KUEHN, Frank, M.A. (University of Kansas, 1975)
Vocational Credentials: Faculty
Faculty of Computer Information Systems, Business, Social & Behavioral Sciences

KUNZE, Meg
Sales Assistant I, Bookstore

LABATE, Fabrizio, B.S. (Regis University, 2009)
Vocational Credentials: Faculty
Web Services Manager, Information Technology Support Services

LABELLE, Michele, B.A. (University of North Florida, 1999)
General Professional I, Human Resource Services

LABRECQUE, Catherine, M.S. (Regis University, 2009)
Coordinator, Law Enforcement Academy, Business, Social & Behavioral Sciences

LACLAY, Emmett
Custodian I, Facilities, Maintenance & Operations

LAGLE, Richard
Pipe Trades II, Facilities, Maintenance & Operations

LAKKAKULA, Suman
Faculty of Chemistry, Health, Environment, Natural & Physical Sciences

LANGAN, Lynn, A.A.S. (Pikes Peak Community College, 1992)
Accounting Technician III, Financial Services

LANGEMO, Bree, Ph.D.
Dean, Business, Social & Behavioral Sciences

LARISH, Ruth-Ann, MAT (Colorado College, 2001)
Vocational Credentials: Faculty
Faculty of Natural Resources, Health, Environmental, Natural & Physical Sciences

LARROQUETTE, Linda S., A.G.S. (Pikes Peak Community College, 1995)
Program Assistant I, Child Development Center

LATORRE, Fernando
Career Counselor/Advisor, Career Planning and Advising

LAVERTY, Linda
Accounting Technician I, Financial Services

LAWSON, Cathryn, M.A. (University of Delaware, 1995)
Faculty of English, Mathematics & Language

LAWTON, David, M.S (National Defense University, 1998)
Faculty of Mathematics, Mathematics & Language

LEATHES, Jennifer, M.B.A. (University of Phoenix, 2005)
General Professional II, Financial Aid

LEE, Vicki
Materials Handler II, Communications, Humanities & Technical Studies

LEHMAN, Carley, M.S. (University of Texas, 1982)
Faculty of Emergency Medical Services, Health, Environmental, Natural & Physical Sciences

LEMA, Melissa, M.S. (Northern Arizona University, 2001)
Vocational Credentials: Faculty
Faculty of Biology, Health, Environment, Natural & Physical Sciences

LENHARD, Thressa, B.A. (Colorado Technical University)
Police Officer I, Public Safety

LEWIS, Regina, M.A. (University of Colorado, 2001)
Faculty of Communication, Communications, Humanities & Technical Studies

LEWIS-HARRIS, Yolanda, M.A. (University of Northern Colorado, 2003)
Counselor, Disabled Student Support Services

LICHT, Deborah, Ph.D. (Harvard University, 2001)
Faculty of Psychology, Business, Social & Behavioral Sciences

LIKINS, Andrew R., M.A. (Azusa Pacific University, 2001)
Faculty of English & English as a Second Language, Mathematics & Language

LINTHICUM, Randy, M.B.A. (University of Phoenix, 2005)
IT Operations Manager, Information Technology Support Services

LIONEL, Jonathan, B.A. (University of California at San Diego, 1992)
Supplemental Services Assistant, Area Vocational Program

LOBER, Megan, A.G.S. (Pikes Peak Community College, 2011)
Accounting Technician I, Financial Services

LONG, Stephanie, A.A.S. (Pueblo Community College, 1993)
Data Professional, Strategy Management

LOPEZ, Leona, M.S. (University of Cincinnati, 2011)
Academic Advisor, Military & Veterans Programs

LUCERO, Cleo
Materials Handler I, Communications, Humanities & Technical Studies

LUCIANO, Guadalupe
Custodian I, Facilities, Maintenance & Operations

LUCKENBAUGH, Carolyn, B.S. (Regis University, 1991)
Accountant III, Financial Services

LUCKENBAUGH, James
Technician IV, Facilities, Maintenance & Operations

LUND, Bob, M.B.A. (Colorado Technical University, 2004)
Director, Facilities, Maintenance & Operations

LYLE, Nanette, A.A.S. (Pikes Peak Community College, 1997)
Administrative Assistant III, Facilities, Maintenance & Operations

LYONS, Geraldine
Accountant I, Financial Services/Cashiers – Accounts Receivable

MACDONALD, Sondra, A.A. (Pikes Peak Community College, 2011)
Accounting Technician I, Financial Services

MADDEN, Jane, M.S.N. (Saint Louis University, 1981)
Vocational Credentials: Faculty
Professor of Nursing, Health, Environmental, Natural & Physical Sciences

MADLOCK, Jerry
Custodian II, Facilities, Maintenance & Operations

MADSON, Michael, M.S. (Mississippi State University, 2000)
Vocational Credentials: Faculty
Faculty of Geology, Health, Environmental, Natural & Physical Sciences

MAGNUSON, Joseph, A.A.S. (Pikes Peak Community College, 1983)
Vocational Credentials: Faculty, Colorado Type C Certificate
Faculty of Automotive Technology, Communications, Humanities, & Technical Studies

MAHAN, Shawna, M.S. (University of Colorado, 1995)
Associate Professor of Mathematics, Mathematics & Language

MALONE, William, M.M. (New England Conservatory of Music, 1980)
Faculty of Music, Communications, Humanities, & Technical Studies

MALUIA, Vaalele
Police Officer I, Public Safety

MANNERING, Julie, M.S. (University of Phoenix, 1999)
Vocational Credentials: Faculty
Faculty of Computer Information Systems, Business, Social & Behavioral Sciences

MANNERING, Scott, A.A.S. (Pikes Peak Community College, 1997)
Vocational Credentials: Faculty
Faculty of Welding, Communications, Humanities, & Technical Studies

MARLMAN, Loretta, B.A. (Fort Lewis College, 2006)
Early Childhood Educator I, Child Development Center

MARSHALL, Rebecca, M.B.A. (Colorado Technical University, 2001)
Data Professional, Strategy Management

MARTIN, Paul, A.A.S. (Pikes Peak Community College, 2001)
IT Technician II, Information Technology Support Service

MARTINEZ, Nancy
General Professional III, Facilities, Maintenance & Operations

MARTINEZ, Nick
Custodian I, Facilities, Maintenance & Operations

MAST, William, B.A. (University of Colorado, 2008)
Vocational Credentials: Faculty
Faculty of Geographical Information Systems, Health, Environmental, Natural & Physical Sciences

MATHER, Ty, A.A.S. (Pikes Peak Community College, 2007)
Vocational Credentials: Faculty
Faculty of Fire Science, Business, Social & Behavioral Sciences

MATTHEWS, Adam, B.S. (Ithaca College, 1998)
Vocational Credentials: Faculty
Faculty of Radio & Television, Communications, Humanities & Technical Studies

MAYER, Kimberly
Administrative Assistant III, Library

MAZZA, Tim, A.A. (Trinidad State Junior College, 1981)
Administrative Assistant II, Campus Life

MCADAMS, Rieko, M.A. (University of Colorado, 1997)
Faculty of Japanese, Communications, Humanities, & Technical Studies

MCALPINE, Kenneth
Vocational Credentials: Faculty
Faculty of Criminal Justice, Area Vocational Program

MCCLUGGAGE, Bruce M.A. (Fuller Theological Seminary, 2005)
Faculty of Philosophy, Communications, Humanities, & Technical Studies

MCCULLOUGH, Michael, B.S. (Regis University, 2000)
Asset Management & Software Compliance Coordinator, Information Technology Support Services

MCCULLOUGH, Sherri, Masters of Nonprofit Management (Regis University, 2001)
Director of Financial Aid, Financial Aid

MCDONNELL, Alicia
Administrative Assistant II, Testing Center

MCGOVERN, William
IT Technician II, Information Technology Support Services

MCKEAN, Ann, M.F.A. (Fort Hays State University, 1999)
Faculty of Art, Communications, Humanities & Technical Studies

MCMULLEN, Robert W., Ph.D. (Utah State University, 1984)
Professor of Biology, Health, Environmental, Natural & Physical Sciences

MCPHERSON, Sharon, M.A. (California State University, 1994)
Faculty of Mathematics, Mathematics and Language

MEDINA, Christopher, B.I.T. (American InterContinental University, 2005)
IT Technician II, Information Technology Support Services

MEHLHOSE, Greg, B.S. (University of Missouri, 1999)
IT Professional II, Information Technology Support Services

MEIKLEJOHN, Nancy, M.A. (University of Colorado, 2002)
Vocational Credentials: Faculty
Faculty of Computer Information Systems, Business, Social & Behavioral Sciences

MELLON, Patrick, M.B.A. (University of Louisiana, 1998)
Vocational Credentials: Faculty
Faculty of Business, Business, Social & Behavioral Sciences

MERSON, Michael, B.S. (Colorado State University, 2004)
Faculty of Criminal Justice, Business, Social & Behavioral Sciences

MICHAEL, Jane, Ph.D. (University of Denver, 2000)
Faculty of Communication, Communication, Humanities & Technical Studies

MILLER, Graydon, M.A.L. (University of Texas at Austin, 1996)
Head of Reference Services, Library

MILLER, Julie, A.G.S. (Pikes Peak Community College, 1991)
Administrative Assistant II, Career Planning & Advising

MILLER, Sandra, M.A. (University of Northern Colorado, 1971)
Faculty of English, Mathematics & Language

MILLER, Sylva, M.S. (Utah State University, 2001)
Faculty of English, Mathematics & Language

MILLER-WILKES, Tammy, B.S. (Mercy College, 1994)
Early Childhood Educator I, Child Development Center

MISKELL, Ronald
Police Officer III, Public Safety

MONDRAGON, Whisper
Early Childhood Educator I, Child Development Center

MONTGOMERY, Anne, M.S. (University of Oklahoma, 1987)
Faulty of Biology, Health, Environmental, Natural & Physical Sciences

MOORE, Nichole
Vocational Credentials: Faculty
Faculty of Nursing, Health, Environmental, Natural & Physical Sciences

MORGAN, Lori E., B.S. (University of Colorado, 2001)
Vocational Credentials: Faculty
Clinical Coordinator, Emergency Medical Services, Health, Environmental, Natural & Physical Sciences

MORRIS, Kenneth, M.P.A. (University of Colorado, 1989)
Vocational Credentials: Faculty
Faculty of Criminal Justice, Business, Social & Behavioral Sciences

MORRISON, Karlene, B.A. (Whitworth University, 2008)
Assistant Director, Financial Aid

MORROW, Amber
Administrative Assistant II, Mathematics & Language

MOSS, Kristina, B.S. (Regis University, 2007)
General Professional II, Enrollment Services/Financial Aid

MOTTON, Shelia, B.S.W. (Colorado State University, 2011)
General Professional II, Financial Aid

MULLIKEN, Taffy H., M.A.T. (Colorado College, 1992)
Dean of Communications, Humanities, & Technical Studies

MULLINS, Ron
Custodian I, Facilities, Maintenance & Operations

MUNICK, Warren, M.A. (Miami University, 1975)
Faculty of Economics, Business, Social & Behavioral Sciences

MURPHY, Dawn, M.S. (Texan Woman's University, 2000)
Faculty of Nursing, Health, Environmental, Natural & Physical Sciences

MYERS, Cindy, A.A. (Pikes Peak Community College, 2004)
Library Tech II, Library

NATALI, Dennis, M.S. (Central Michigan University, 1995)
Vocational Credentials: Faculty
Faculty of Business, Business, Social & Behavioral Sciences

NEALE-DOWNING, Cynthia, M.A. (University of Denver, 2009)
Vocational Credential: Faculty, Licensed Child Care Center
Director of Child Care Services

NIFONG, Mary, M.S. (East Carolina University, 1992)
Vocational Credentials: Faculty
Nursing Program Director, Health, Environmental, Natural & Physical Sciences

NIKOLAI, Gloria, M.A. (University of Colorado, 1992)
Faculty of Sociology, Business, Social & Behavioral Sciences

NUSEN, Michael, M.S. (Colorado State University, 2012)
Director, OASIS

NYLANDER, Tor, B.A. (University of Colorado, 2010)
Accommodative Testing Specialist, Office of Accommodative Services & Instructional Support

NYMAN, Randee, M.S.N. (Dominican University of California, 2003)
Vocational Credentials: Faculty
Faculty of Nursing, Health, Environmental, Natural & Physical Sciences

O'HARE-NACE, Janet, M.A.T. (American University, 2004)
Concurrent Enrollment Coordinator, Area Vocational Program

OHLE, Carolyn, M.A. (Webster University, 1990)
Vocational Credentials: Faculty
Associate Professor of Computer Science, Business, Social & Behavioral Sciences

OLDS, Carole, M.L.S. (Emporia State University, 2004)
Director of Libraries

OLSEN, Jean, M.A.T. (Western New Mexico University, 1977)
Faculty of Mathematics, Mathematics & Language

OLSEN, Richard J., A.A.S. (Pikes Peak Community College, 1986)
Project Planner I, Facilities, Maintenance & Operations

OLSON, Robert, B.F.A. (Kansas City Art Institute, 1978)
Vocational Credentials: Faculty
Faculty of Multimedia Graphic Design, Communications, Humanities, & Technical Studies

OMDAHL, Deborah, B.S. (University of Southern Colorado, 1996)
Administrative Assistant III, Enrollment Services

ORNDORFF, John A., Jr.
Police Officer II, Public Safety

ORNDORFF, Laura
Program Assistant I, Learning Assistance Services

ORTA, Kim, A.A. (Laramie County Community College, 2000)
Vocational Credentials: Faculty
Faculty of Emergency Medical Services, Health, Environmental, Natural & Physical Sciences

ORTH, Christian
IT Professional II, Information Technology Support Services

ORTIZ, Melissa
Early Childhood Educator I, Child Development Center

OSGOOD, Julie, M.S.W. (Virginia Commonwealth University, 2007)
Faculty of Social Work, Business, Social & Behavioral Sciences

OSWANDEL, David, B.A (University of Hawaii, 1988)
Laboratory Coordinator I, Health, Environmental, Natural & Physical Sciences

OTTINGER, Andrea
Child Care Aide, Child Development Center

OURS-BUCK, Lorraine
Vocational Credentials: Faculty
Faculty of Nursing, Health, Environmental, Natural & Physical Sciences

PADEWAY, Patricia, B.S. (University of Phoenix, 2008)
General Professional II, Human Resource Services

PAGAN, Luis, B.A. (Colorado Technical University, 2008)
Vocational Credentials: Faculty
Faculty of Culinary Arts, Area Vocational Program

PAGE, William, M.A. (University of Phoenix, 2003)
Faculty of Mathematics, Mathematics & Language

PAGEL, Teresa, M.A. (University of Colorado, 2000)
Faculty of Humanities, Communications, Humanities & Technical Studies

PAKENHAM, Katrina, B.S. (Colorado State University, 2010)
Early Childhood Educator I, Child Development Center

PALARINO, Deborah, M.S. (University of Arkansas, 1990)
Vocational Credential: Faculty
Faculty of Early Childhood Education, Business, Social & Behavioral Sciences

PARADISO, Michael
Vocational Credential: Faculty
Faculty of Culinary Arts, Business, Social & Behavioral Sciences

PARCHA, Michael, M.A. (Eastern Michigan University, 1990)
Faculty of Mathematics, Mathematics & Language

PARENT, Cyrille, M.A. (University of Paris VII, 1995)
Director of Information Technology Support Services

PARK, Samantha, B.S. (University of New Hampshire, 2010)
Default/Debt Management Advisor, Financial Aid

PARKER, Carol, A.A.S. (Pikes Peak Community College, 2002)
Vocational Credentials: Faculty
Lab Coordinator I, Office of Accommodative Services & Instructional Support

PARRISH, Renee, A.A.S. (Pikes Peak Community College, 2000)
Program Assistant II, Information Technology Support Service

PATTERSON, Charles
Custodian I, Facilities, Maintenance & Operations

PATTERSON, Donnette, M.Ed. (Hyles-Anderson, 1997)
Vocational Credentials: Faculty
Faculty of American Sign Language, Communications, Humanities & Technical Studies

PAULEY, Stephanie, B.S. (University of Southern Colorado, 1997)
Laboratory Coordinator II, Health, Environmental, Natural & Physical Sciences

PEARSON, Kris, B.A. (Pittsburgh State University, 1977)
Pipe/Mechanical Trades II, Facilities, Maintenance & Operations

PETERSON, Michael
Police Officer I, Public Safety

PETROSS, Jennifer
Administrative Assistant II, Enrollment Services/Records

PHARRIS, Karey, B.S. (UTSA, 1994)
Learning Services Coordinator/Math Specialist, Student Support Services

PIERING, Mary, M.A.T. (Colorado State University, 1976)
Faculty of English, Mathematics & Language

PIERSON, Jessica
Early Childhood Educator I, Child Development Center

PLUNKETT, Terrence, M.P.A. (University of Colorado, 1980)
Director of Financial Services/Controller, Financial Services

PRESUHN, Jennifer R., B.A. (University of Wisconsin, 1992)
General Professional II, Enrollment Services

PRITCHETT-HILLARD, Nichole
Project Director for Disabled Student Services, Disabled Student Support Services/Retention Services

PRUETT, Julia, M.S. (Colorado State University, 1999)
Assistant Professor of Mathematics, Mathematics & Language

PUGH, Michael, A.A. (Pikes Peak Community College, 2009)
Administrative Assistant III, Office of Accommodative Services & Instructional Support

PURTSCHER, Daniel, M.S. (University Marycrest College, 1985)
Faculty of Reading, Mathematics & Language

QUESADA, Edmond D., M.A. (University of Colorado, 1986)
Project Director of Student Support Services

RAINS, Linda, Ph.D. (University of North Dakota, 2009)
Grants Development Coordinator, Financial Services

RAMALLO, Martha
Faculty of Spanish, Communications, Humanities & Technical Studies

RAYBORN, Richard, M.S. (Columbia Pacific University, 1992)
SOC Evaluator, Military Programs

RAYMOND, Joseph P., A.A.S. (Colorado Technical College, 1976)
Police Officer I, Public Safety

REDFERN, Mary, A.S. (Pikes Peak Community College, 1992)
Administrative Assistant III, Enrollment Services

REED, Amy, B.S. (Colorado State University, 1983)
Vocational Credentials: Faculty
Faculty of Dental Assisting, Health, Environmental, Natural & Physical Sciences

REITWIESNER, Patricia, B.A. (University of Colorado, 1983)
Grants Coordinator, Financial Services

RIDDLE, Ken, M.S. (Colorado Technical University, 2000)
Vocational Credentials: Faculty
Faculty of Computer Science, Business, Social & Behavioral Sciences

RIFE, Julie, A.G.S. (Lamar Community College, 2004)
General Professional II, Enrollment Services

RITTER, Crystal, A.A. (Pikes Peak Community College, 2007)
Administrative Assistant II, Health, Environmental, Natural & Physical Sciences

RIZZI, Paula, M.B.A. (Colorado Technical University, 2009)
Default/Debt Management Advisor, Financial Aid

ROBERTS, Gary
Sales Assistant I, Bookstore

ROBERTSON, Donald
Structural Trades II, Facilities, Maintenance & Operations

ROBINSON, Constance, B.S., B. A. (Regis University, 2004)
Office Manager I, Business, Social & Behavioral Sciences

ROBINSON, Carol
Administrative Assistant II, Health, Environmental, Natural & Physical Sciences

ROBINSON, Leonard (Dwaine)
Vocational Credentials: Faculty
Faculty of Auto Collision Repair, Communications, Humanities & Technical Studies

ROCCO, Jim, A.A.S. (Pikes Peak Community College, 1986)
Police Officer I, Public Safety

RODARTE, Jennifer, A.A.S. (Pikes Peak Community College, 2010)
Early Childhood Educator I, Child Development Center

RODRIQUEZ, Anna
Accountant I, Financial Services

RODRIGUEZ, Christopher
Electrical Trades II, Facilities, Maintenance & Operations

ROHLFING, Glenn
Faculty of History, Communications, Humanities & Technical Studies

ROLLINS, Diane
Program Assistant II, Office of the Vice President for Educational Services

ROLSTON, Jessica, Ph.D. (University of Michigan, 2009)
Faculty of Anthropology, Business, Social & Behavioral Sciences

ROOT, Sandra
Administrative Assistant III, Enrollment Services

ROTH, Douglas, M.S. (University of Texas, 1996)
Faculty of Mathematics, Mathematics & Language

ROUTH, Lisa, Ph.D. (California Coast University, 2006)
Faculty of Psychology, Business, Social & Behavioral Sciences

ROWAN, Kristin, Ph.D. (Oklahoma State University, 1996)
Faculty of Chemistry, Health, Environmental, Natural & Physical Sciences

RUPPERT, Marilyn
Early Childhood Educator, Child Development Center

RUSSO, Marilyn, M.S.N. (Walden University, 2008)
Vocational Credentials: Faculty
Faculty of Nursing, Health, Environmental, Natural & Physical Sciences

RUYBALID, Andrew
Custodian I, Facilities, Maintenance & Operations

SALYERS, Carol, B.S. (Colorado State University, 1981)
General Professional II, Marketing & Communications

SANDMORE, Chris, A.A. (Pikes Peak Community College, 2008)
Administrative Assistant II, Communications, Humanities & Technical Studies

SANDOVAL, Virginia
Administrative Assistant II, Facilities, Maintenance & Operations

SANGWIN, Allen, B.S. (Kansas State University, 1999)
Pipe/Mechanical Trades II, Facilities, Maintenance & Operations

SCHMIDT, Nick
Sales Manager II, Bookstore

SCHNEIDER, Christine, A.A.S. (Pikes Peak Community College, 1994)
Program Assistant I, Office of the Vice President for Educational Services

SCHOFIELD, Robin, M.A. (Arizona State University, 1994)
Faculty of English, Mathematics & Language

SCHOOLCRAFT, Deidre, M.A. (University of Northern Colorado, 1992)
Faculty of English, Mathematics & Language

SCHWARTZ, Lisa
Advisor, Career Planning and Advising

SENGENBERGER, Jennifer, B.A. (Colorado State University, 1982)
Dean of Students

SHAIFFER, Susan, A.A.S. (Pikes Peak Community College, 2006)
Accounting Tech III, Financial Services

SHARP, Amie, M.A. (University of South Florida, 2004)
Faculty of English & Literature, Mathematics & Language

SHAW, Daniel, Ph.D. (Northwestern University, 1987)
Faculty of Philosophy, Communications, Humanities & Technical Studies

SHEARN, Jenna, B.A. (Cornell College, 1989)
Vocational Credentials: Faculty
Faculty of Multimedia Graphic Design, Communications, Humanities, & Technical Studies

SHERMAN, KELLY, M.A. (Regis University, 2000)
Math & Language Coordinator, Mathematics & Language

SHIELDS, Ron, M.A. (University of Northern Colorado, 1997)
Program Manager, Military & Veterans Programs

SHIPLEY, J. Renee, B.A. (Oklahoma State University)
Administrative Assistant II, Testing Center

SIMMONS, Rosemary, A.A.S. (Cuesta College, 2009)
Administrative Assistant III, Enrollment Services

SIMPSON, Michael A., M.S. (University of Colorado, 1988)
Faculty of Computer Science, Business, Social & Behavioral Sciences

SMALL, Lindsey, M.S. (University of Colorado, 2010)
Faculty of Mathematics, Mathematics &Language

SMART, Lance
General Labor I, Facilities, Maintenance & Operations

SMITH, Besheivah, B.S. (University of Southern Colorado, 2002)
Administrative Assistant II, Public Safety

SMITH, Claudia
Arts Professional I, Publications & Printing

SMITH, Joann
General Professional II, Enrollment Services

SNYDER, Bernard
Custodian I, Facilities, Maintenance & Operations

SNYDER, Stephanie, B.A. (Western State College of Colorado, 2009)
Administrative Assistant III, Enrollment Services-Records

SOLANO, Anna, M.A. (University of Colorado, 2002)
Assistant Director, Career Planning & Advising, Student Services

SOLOMON, Mandy, M.A. (Illinois University, 2003)
Faculty of English, Mathematics & Language

SOUZA, Dawn, B.A. (University of Northern Iowa, 1983)
Director of Campus Life, Assistant Dean of Students

SPANKS, Jerry, A.A.S. (Pikes Peak Community College, 2001)
Administrative Assistant I, Testing Center

SPENCER, Carrie, M.A. (University of Colorado, 2001)
Assistant Professor of History, Communications, Humanities & Technical Studies

SPRAGUE, Myra, M.A. (University of Colorado, 2002)
Coordinator of the Child Care Center – Rampart Range Campus

STADELBAUER, Jamie
Administrative Assistant II, Testing Center

STAFFORD, Jenny, M.P.A. (University of Colorado, 2003)
Development Officer, Foundation & Development, President's Office

STANSBERY, Michael, M.Div. (Andovar Neceston Theological School, 1977)
Professor of Theatre, Communications, Humanities & Technical Studies

STEEN, Gordon
Electrical Trades II, Facilities, Maintenance & Operations

STEPHENSON, Eric, M.A. (University of Colorado, 1996)
Faculty of English, Mathematics & Language

STEPLETON, Jon, M.B.A. (University of Dayton, 1983)
Executive Director, Foundation Resource & Community Development

STEWART, Shirley, B.A. (University of Colorado, 1983)
Faculty of Mathematics, Mathematics & Language

STILES, Johanna, A.S. (Motlow State Community College, 1989)
Vocational Credentials: Faculty
Faculty of Nursing Assistant, Health, Environmental, Natural & Physical Sciences

STOCKLEY, Katrina
Administrative Assistant II, Testing Center

STOCKWELL, Patricia
Library Technician III, Library

STRATTON, Pamela, A.A.S. (Pueblo Community College, 1994)
Administrative Assistant III, Enrollment Services

STREBEL, Charles
Custodian I, Facilities, Maintenance & Operations

STREBEL, Chera
Accounting Technician III, Financial Services

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CAMPUS DIRECTORY

	Centennial Campus Room • Phone:	Downtown Studio Campus Room • Phone:	Rampart Range Campus Room • Phone:
Administrative Services, Vice President	A-324 • 502-2200		S-202 • 502-2100
Admissions	A-107 • 502-3000	S-100 • 502-3000	S-102 • 502-3000
Area Vocational Program (AVP)	A-220 • 502-3111		
Art Gallery		S-109 • 502-4040	
Articulation, High School	A-220 • 502-3111		
Assessment	A-201a • 502-4045		
Bookstore	C-102 • 502-2665	S-104 • 502-2663	N-101 • 502-2664
Business, Social & Behavioral Sciences Division	F-300 • 502-3300		E-213 • 502-3300
Campus Activities	A-210 • 502-2500	N-106 • 502-2091	S-207 • 502-2091
Campus Center Meeting Rooms	A-210 • 502-2089		
Campus Life Information Desk	A-210 • 502-2522	N-106 • 502-2538	S-207 • 502-2577
Campus Life Main Line	A-210 • 502-2500		
Campus Rentals	A-324 • 502-2333		
Career Planning & Advising Center	A-119 • 502-3232	S-102 • 502-3232	S-101 • 502-3232
Cashier	A-101 • 502-2444	S-100 • 502-2444	S-102 • 502-2444
Child Development Centers	CDC • 502-2323		CDC • 502-2424
Communications, Humanities & Technical Studies Division	F-300 • 502-3200	S-210 • 502-3200	W-119 • 502-3200
Computer Access Center (OASIS)	A-309 • 502-3030	S-126	
Computer Labs	A-300 • 502-2442	N-106a • 502-2443	E-203 • 502-2408
Copy Center	B-234 • 502-2111		
Credit for Prior Learning	A-106 • 502-2302		
Dean of Students	A-105 • 502-2367		
Disability Services, Student (OASIS)	A-115 • 502-3333	S-126 • 502-3333	S-101 • 502-3333
Distance Education	A-209 • 502-3555		
Educational Services, Vice President	A-324 • 502-3100		S-202 • 502-3480
E-news Newsletter@ppcc.edu	A-324 • 502-2022		
English Language Institute	F-200 • 502-3535		
Enrollment Services (Velocity Center)	A-107 • 502-3000	S-100 • 502-3000	S-102 • 502-3000
Financial Aid	A-106 • 502-3000	S-100 • 502-3000	S-102 • 502-3000
Financial Services	A-101 • 502-2300		
First Aid/Medical Assistance	A-100 • 502-2911	S-101 • 502-2911	N-104 • 502-2911
Fitness Center/Gymnasium	A-262 • 502-2555		
Food Services	A-211 • 502-2038		W-103 • 502-2042
Foundation, Resource & Community Development	A-324 • 502-2016		
Health, Environmental, Natural & Physical Sciences Division	F-300 • 502-3400		W-209 • 502-3400
High School Articulation	A-220 • 502-3111		
Human Resource Services	C-202 • 502-2600		
Information Technology Support Services (ITSS)	A-111 • 502-2438	N-105 • 502-2438	E-206 • 502-2438
Computer Labs	A-300 • 502-2442	N-106 • 502-2443	E-203 • 502-2408
Help Desk	**A-111 • 502-4800**	**• 502-4800**	**• 502-4800**
Interpreting Services (Sign Language)	A-115 • 502-3026		
KEPC Radio	A-153 • 502-3166		
Learning Assistance Center (Tutoring)	A-212 • 502-3444	S-102 • 502-3444	S-101 • 502-3444
Library	A-201 • 502-2400		N-201 • 502-2440
Marketing & Communication	A-324 • 502-2019		
Math Centers	A-316 • 502-3250	S-212 • 502-3270	N-204 • 502-3260

Mathematics & Language Division	F-200 • 502-3600		W-119 • 502-3600
Meadow, The	A-211 • 502-4555		
Military & Veterans Programs	A-229 • 502-4100		
Office of Accommodative Services & Instructional Support (OASIS)	A-115 • 502-3333	S-126 • 502-3333	S-101 • 502-3333
Ombudsman	A-324 • 502-2012		
Pikes Peak Regional Law Enforcement Academy	F-300 • 502-3132		
Post-Secondary Enrollment Options (PSEO)/ Concurrent Enrollment	A-220 • 502-3111		
President's Office	A-324 • 502-2200		S-202 • 502-2200
Public Safety Administration	A-100 • 502-2900	S-101 • 502-2900	N-106 • 502-2900
Public Safety Emergency Line	A-100 • 502-2911	S-101 • 502-2911	N-106 • 502-2911
Publications & Printing	C-101 • 502-2111		
Reading Center	A-311 • 502-3510		
Records	A-106 • 502-3000	S-100 • 502-3000	S-102 • 502-3000
Recreation & Sports	A-262 • 502-2555		
Recruitment	A-106 • 502-2018	S-122b • 502-2088	S-102 • 502-2667
SkillsUSA	A-220 • 502-3111		
Southern Colorado Educational Opportunity Center (SCEOC)	A-106 • 502-3028		
Student Crisis Counseling Office	C-205 • 502-4689 C-206 • 502-4688	S-126 • 502-4689 • 502-4688	S-207b • 502-4689 • 502-4688
Student Government	A-204 • 502-2104	N-106 • 502-2103	S-207 • 502-2098
Student Services, Vice President (Interim)	A-107 • 502-2011		
Student Support Services/TRiO	A-117 • 502-3222		
Television Station-ITFS (WLX-245)	A-209 • 502-3555		
Testing Center	A-117 • 502-3370	S-102 • 502-3390	S-101 • 502-3380
Transfer from PPCC	A-220 • 502-3237		
Veteran's Affairs	A-229 • 502-2060		
Veteran's Upward Bound	A-229 • 502-4545		
Women's Forum	A-201 • 502-4044		
Writing Centers	A-312 • 502-3510	S-212 • 502-3530	N-202 • 502-3520

Falcon Campus			
Bookstore	FN-POD 602 • 502-3820		
Career Planning & Advising	FN-119 • 502-3232		
Cashier	FN-100 • 502-3815		
Disability Services, OASIS	FN-106 • 502-3233 V/TTY		
Enrollment Services	FN-100 • 502-3000		
Faculty Office	FN-POD 600 • 502-3805		
Help Desk	502-4800		
Information Technology Support Services Computer Lab	FN-POD 601 • 502-2409		
Math Center	FN-POD 602 • 502-3850		
Public Safety, EMERGENCY LINE	502-2911		
Public Safety, Department of	FN-106 • 502-2900		
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