

fitness, skills, knowledge, and appreciation. (3 laboratory hours of class instruction and participation per week). *Prerequisite:* sophomore standing.

**PHED 215T. Individual and Dual Sports -- Adaptive Physical Education.** (1 credit). This course is for students who, for medical reasons, need individual attention concerning their physical activity. Activities will be varied according to individual needs as determined by instructor, student, and student's physician. The course may be repeated once for credit. (3 laboratory hours of class instruction and participation per week).

**PHED 216B. Individual and Dual Sports -- Tennis.** (1 credit). This course provides instruction and participation in tennis in order to develop the student's fitness, skills, knowledge, and appreciation. (3 laboratory hours of class instruction and participation per week). *Prerequisite:* sophomore standing.

**PHED 216C. Individual and Dual Sports -- Badminton.** (1 credit). This course provides instruction and participation in badminton in order to develop the student's fitness, skills, knowledge, and appreciation. (3 laboratory hours of class instruction and participation per week). *Prerequisite:* sophomore standing.

**PHED 216G. Individual and Dual Sports -- Karate.** (1 credit). This course provides instruction and participation in karate in order to develop the student's fitness, skills, knowledge, and appreciation. (3 laboratory hours of class instruction and participation per week). *Prerequisite:* sophomore standing.

**PHED 216H. Individual and Dual Sports -- Racquetball.** (1 credit). This course provides instruction and participation in racquetball in order to develop the student's fitness, skills, knowledge, and appreciation. (3 laboratory hours of class instruction and participation per week). *Prerequisite:* sophomore standing.

**PHED 216I. Individual and Dual Sports -- Advanced Racquetball.** (1 credit). This course provides instruction and participation in advanced racquetball in order to develop the student's fitness, skills, knowledge, and appreciation. (3 laboratory hours of class instruction and participation per week). *Prerequisite:* sophomore standing.

**PHED 216K. Individual and Dual Sports -- Advanced Scuba Diving.** (1 credit). This course provides instruction and participation in advanced scuba diving in order to develop the student's fitness, skills, knowledge, and appreciation. (3 laboratory hours of class instruction and participation per week).

**PHED 216L. Individual and Dual Sports -- Gymnastics.** (1 credit). This course provides instruction and participation in gymnastics in order to develop the student's fitness, skills, knowledge, and appreciation. (3 laboratory hours of class instruction and participation per week). *Prerequisite:* sophomore standing.

**PHED 216M. Individual and Dual Sports -- Yoga.** (1 credit). This course provides instruction and participation in yoga in order to develop the student's fitness, skills, knowledge, and appreciation. (3 laboratory hours of class instruction and participation per week). *Prerequisite:* sophomore standing.

**PHED 216P. Individual and Dual Sports -- Jogging.** (1 credit). This course provides instruction and participation in jogging in order to develop the student's fitness, skills, knowledge, and appreciation of the sport. (3 laboratory hours of class instruction and participation per week). *Prerequisite:* sophomore standing.

**PHED 216S. Individual and Dual Sports -- Pickleball.** (1 credit). This course provides instruction and participation in pickleball in order to develop the student's

fitness, skills, knowledge, and appreciation. (3 laboratory hours of class instruction and participation per week). *Prerequisite:* sophomore standing.

**PHED 217. Volleyball.** (1 credit). This course consists of instruction and participation in both beginning and advanced volleyball. (3 laboratory hours per week). *Prerequisite:* sophomore standing.

**PHED 218. Volleyball.** (1 credit). This course consists of instruction and participation in both beginning and advanced volleyball. (3 laboratory hours per week). *Prerequisite:* sophomore standing.

**PHED 221. Physical Fitness and Weight Training.** (1 credit). This course includes a study of basic fundamental skills and techniques of an overload, strength, and conditioning program. (3 laboratory hours of class instruction and participation per week). *Prerequisite:* sophomore standing.

**PHED 222. Physical Fitness and Weight Training.** (1 credit). This course includes a study of basic fundamental skills and techniques of an overload, strength, and conditioning program. (3 laboratory hours of class instruction and participation per week). *Prerequisite:* sophomore standing.

**PHED 225A. Fundamentals of Movement -- Aerobic Dance.** (1 credit). This course provides instruction and participation in aerobic dance, and it includes a brief study of the history and philosophy of dance. (3 laboratory hours of class instruction and participation per week). *Prerequisite:* sophomore standing.

**PHED 225C. Fundamentals of Movement -- Ballet.** (1 credit). This course provides instruction and participation in ballet, and it includes a brief study of the history and philosophy of the dance. (3 laboratory hours of class instruction and participation per week). *Prerequisite:* sophomore standing.

**PHED 225D. Fundamentals of Movement -- Jazz Exercise.** (1 credit). This course provides instruction and participation in jazz exercise, and it includes a brief study of the history and philosophy of the dance. (3 laboratory hours of instruction and participation per week). *Prerequisite:* sophomore standing.

**PHED 225E. Fundamentals of Movement -- Modern Dance.** (1 credit). This course provides instruction and participation in modern dance, and it includes a brief study of the history and philosophy of the dance. (3 laboratory hours of instruction and participation per week).

**PHED 225F. Fundamentals of Movement -- Jazz.** (1 credit). This course provides instruction and participation in jazz, and it includes a brief study of the history and philosophy of the dance. (3 laboratory hours of class instruction and participation per week).

**PHED 225G. Fundamentals of Movement -- Tap.** (1 credit). This course provides instruction and participation in tap dancing, and it includes a brief study of the history and philosophy of the dance. (3 laboratory hours of instruction and participation per week).

**PHED 226A. Fundamentals of Movement -- Aerobic Dance.** (1 credit). This course provides instruction and participation in aerobic dance, and it includes a brief study of the history and philosophy of the dance. (3 laboratory hours of class instruction and participation per week). *Prerequisite:* sophomore standing.

**PHED 226C. Fundamentals of Movement -- Ballet.** (1 credit). This course provides instruction and participation in ballet, and it includes a brief study of the history and philosophy of the dance. (3 laboratory hours of class instruction and participation per week). *Prerequisite:* sophomore standing.

- PHED 226D. Fundamentals of Movement – Jazz Exercise.** (1 credit). This course provides instruction and participation in jazz exercise, and it includes a brief study of the history and philosophy of the dance. (3 laboratory hours of instruction and participation per week). *Prerequisite:* sophomore standing.
- PHED 226E. Fundamentals of Movement – Modern Dance.** (1 credit). This course provides instruction and participation in modern dance, and it includes a brief study of the history and philosophy of the dance. (3 laboratory hours of instruction and participation per week).
- PHED 226F. Fundamentals of Movement – Jazz.** (1 credit). This course provides instruction and participation in jazz, and it includes a brief study of the history and philosophy of the dance. (3 laboratory hours of class instruction and participation per week).
- PHED 226G. Fundamentals of Movement – Tap.** (1 credit). This course provides instruction and participation in tap dancing, and it includes a brief study of the history and philosophy of the dance. (3 laboratory hours of instruction and participation per week).
- PHED 237. Bowling.** (1 credit). This course meets the needs of both the beginning and the advanced bowler. After a four - week instruction period, a class league forms with students receiving experience in league etiquette, procedures, scoring, etc. (3 laboratory hours of class instruction and participation per week). *Prerequisite:* sophomore standing.
- PHED 238. Bowling.** (1 credit). This course meets the needs of both the beginning and the advanced bowler. After a four - week instruction period, a class league forms with students receiving experience in league etiquette, procedures, scoring, etc. (3 laboratory hours of class instruction and participation per week). *Prerequisite:* sophomore standing.
- PHED 251A. Team Sports – Football and Soccer.** (1 credit). This course includes class instruction and participation in football and soccer. (3 laboratory hours per week). *Prerequisite:* sophomore standing.
- PHED 251B. Team Sports – Volleyball and Softball.** (1 credit). This course includes class instruction and participation in volleyball and softball. (3 laboratory hours per week). *Prerequisite:* sophomore standing.
- PHED 252A. Team Sports – Volleyball and Basketball.** (1 credit). This course includes class instruction and participation in volleyball and basketball. (3 laboratory hours per week). *Prerequisite:* sophomore standing.
- PHED 252B. Team Sports – Volleyball and Softball.** (1 credit). This course includes class instruction and participation in volleyball and softball. (3 laboratory hours per week). *Prerequisite:* sophomore standing.
- PHED 265. Aerobic Exercise.** (1 credit). This course consists of a planned program of exercise to provide a condition of fitness and figure improvement through increased cardio-vascular activity and large muscle exercise. (3 laboratory hours of class instruction and participation per week). *Prerequisite:* sophomore standing.
- PHED 265A. Low Impact Aerobic Exercise.** (1 credit). This course consists of a planned program of low impact exercise to provide a condition of fitness and figure improvement through increased cardio-vascular activity and large muscle exercise. (3 laboratory hours of class instruction and participation per week).

- PHED 266. Aerobic Exercise.** (1 credit). This course consists of a planned program of exercise to provide a condition of fitness and figure improvement through increased cardio-vascular activity and large muscle exercise. (3 laboratory hours of class instruction and participation per week). *Prerequisite:* sophomore standing.
- PHED 266A. Low Impact Aerobic Exercise.** (1 credit). This course consists of a planned program of low impact exercise to provide a condition of fitness and figure improvement through increased cardio-vascular activity and large muscle exercise. (3 laboratory hours of class instruction and participation per week).

#### VARSITY SPORTS

- PHED 131, 132. Varsity Volleyball.** (1 credit each). These courses are for advanced volleyball players who are competing on the collegiate level. (3 laboratory hours per week). *Prerequisite:* instructor approval.
- PHED 161, 162. Varsity Tennis.** (1 credit each). These courses are for advanced tennis players who are competing on the collegiate level. (3 laboratory hours per week). *Prerequisite:* instructor approval.
- PHED 171, 172. Varsity Baseball.** (1 credit each). These courses are for advanced baseball players who are competing on the collegiate level. (3 laboratory hours per week). *Prerequisite:* instructor approval.
- PHED 181, 182. Varsity Basketball.** (1 credit each). These courses are for advanced basketball players who are competing on the collegiate level. (3 laboratory hours per week). *Prerequisite:* instructor approval.
- PHED 191, 192. Varsity Golf.** (1 credit each). These courses are for advanced golf players who are competing on the collegiate level. (3 laboratory hours per week). *Prerequisite:* instructor approval.
- PHED 231, 232. Varsity Volleyball.** (1 credit each). These courses are for advanced volleyball players who are competing on the collegiate level. (3 laboratory hours per week). *Prerequisite:* instructor approval.
- PHED 261, 262. Varsity Tennis.** (1 credit each). These courses are for advanced tennis players who are competing on the collegiate level. (3 laboratory hours per week). *Prerequisite:* instructor approval.
- PHED 271, 272. Varsity Baseball.** (1 credit each). These courses are for advanced baseball players who are competing on the collegiate level. (3 laboratory hours per week). *Prerequisite:* instructor approval.
- PHED 281, 282. Varsity Basketball.** (1 credit each). These courses are for advanced basketball players who are competing on the collegiate level. (3 laboratory hours per week). *Prerequisite:* instructor approval.
- PHED 291, 292. Varsity Golf.** (1 credit each). These courses are for advanced golf players who are competing on the collegiate level. (3 laboratory hours per week). *Prerequisite:* instructor approval.

#### THEORY COURSES

- PHED 110. Introduction of Physical Education.** (3 credits). Designed for professional orientation in physical education, health, and recreation, this course includes a brief history and a study of the philosophy and modern trends of physical education, teacher qualification, vocational opportunities, and skill testing. (3 lecture hours per week).

**PHED 111. Physical Education for Elementary School Teachers.** (3 credits). This course includes an introduction to the content and principles of organizing, conducting, and evaluating physical education experiences for the early childhood and elementary programs. Instruction and participation in fundamental movements, skills, and games are included. (3 lecture hours per week).

**PHED 120. Personal and Community Health.** (3 credits). This course presents the essential present-day knowledge of personal and community health. The course stresses physiological and anatomical background, showing the student how to make a sound appraisal of the effects of health practices upon the body. The course also includes discussion of pollution and prevention and control of diseases. (3 lecture hours per week).

**PHED 130A. Coaching Athletics -- Basketball.** (3 credits). Students learn methods of coaching basketball through lectures, demonstrations, practice, and reading of present-day literature on the sports. (3 lecture hours per week).

**PHED 130B. Coaching Athletics -- Baseball.** (3 credits). Students learn methods of coaching baseball through lectures, demonstrations, practice, and reading of present-day literature on the sports. (3 lecture hours per week).

**PHED 210. First Aid.** (3 credits). This course presents the theory and practice used in the standard and advanced courses of the American Red Cross in first aid and home and farm study. (3 lecture hours per week).

**PHED 220A. Officiating -- Volleyball.** (3 credits). This course teaches the rules of volleyball. It provides opportunities for experience in intramurals, practice games, and tournaments. (3 lecture hours per week).

**PHED 220B. Officiating -- Football -- Basketball.** (3 credits). This course teaches the rules of football and basketball. It provides opportunities for experience in intramurals, practice games, and tournaments. (3 lecture hours per week).

## PHYSICS

Dick Graef, *Department Chairperson*

**PHYS 110. Essentials of Science.** (3 credits). This course is designed for elementary education majors. Topics include the nature of the earth as revealed by geology, astronomy, meteorology, and other related biological and physical sciences. (3 lecture hours per week).

**PHYS 121. General Physics I.** (4 credits). This introductory course includes the study of mechanics, heat, electricity, magnetism, light, and nuclear physics. (3 lecture and 3 laboratory hours per week). *Prerequisite:* MATH 121 or equivalent.

**PHYS 122. General Physics II.** (4 credits). This introductory course continues the study of mechanics, heat, electricity, magnetism, light, and nuclear physics. (3 lecture and 3 laboratory hours per week). *Prerequisites:* PHYS 121, MATH 121 or equivalent, PHYS 141. **Mechanics and Heat.** (4 credits). Topics covered in this course include vectors and vector products, equilibrium, moments of force, motion, Newton's laws, and heat. The course meets the needs of science and engineering students. (3 lecture and 3 laboratory hours per week).

**PHYS 141. Mechanics and Heat.** (4 credits). Topics covered in this course include vectors and vector products, equilibrium, moments of force, motion, Newton's laws, and heat. The course meets the needs of science and engineering students. (3 lecture and 3 laboratory hours per week).

**PHYS 242. Electricity and Magnetism.** (4 credits). Designed for science and engineering students, this course provides instruction in electricity and magnetism. (3 lecture and 3 laboratory hours per week). *Prerequisite:* PHYS 141.

**PHYS 243. Wave-Motion, Sound, Light.** (4 credits). This course for students in science, engineering, and other related fields covers such topics as the nature and propagation of light, reflection interference, diffraction, lens, polarization, natural radioactivity, and nuclear energy. (3 lecture and 3 laboratory hours per week).

## PSYCHOLOGY

Arthur Daniel, *Department Chairperson*

John Brannon, Mike Eernisse, Nancey Lobb, Robert Rodriguez

**\*PSYC 109. Study Skills.** (3 credits). This course is a study of techniques such as time management, listening and note-taking, text marking, library and research skills, preparing for examinations, and utilizing learning resources. (3 lecture hours per week).

**PSYC 120. General Psychology.** (3 credits). This course gives the student a broad view of the field and acquaints him/her with the fundamental laws of behavior that have to do with daily conduct in various life situations. The course covers such topics as the study of human behavior relating experimental data to practical problems, the measurement of ability, sensor and perceptive processes, organic basis of behavior, heredity, maturation, learning and thinking, motivation, emotion, personality, and social factors in behavior. (3 lecture hours per week).

**PSYC 130. Child Growth and Development.** (3 credits). This course includes a study of the physical and psychological development of the child from conception to adolescence, with emphasis on factors which influence growth and development. The course helps the individual develop skills in observing and interpreting children's behavior. (3 lecture hours per week).

**PSYC 230. Adolescent Psychology.** (3 credits). This course provides a survey of adolescent development, including physical, intellectual, social, and emotional factors. The course focuses on the problems of adjustment and typical manifestations of anti-social behavior during adolescence. (3 lecture hours per week).

**PSYC 240. Statistical Methods in Psychology.** (3 credits). This course explores such topics as measures of central tendency and variability, statistical inference, and correlation and regression. (3 lecture hours per week). *Prerequisite:* PSYC 120.

\*This course benefits students needing additional preparation for college-level work.

## READING

Lynda Vern, *Department Chairperson*

**NOTE:** Basic reading skills are taught in RDNG 101, 102, 109, and 110. These courses benefit students needing additional preparation for college-level work and those desiring only to improve their reading ability.

Students who (1) score below 16 in Social Science on the ACT or (2) perform unsatisfactorily on the ACC placement test must take either one or two basic reading courses, depending on test results. Basic reading courses are strongly recommended for all students with ACT Social Science scores below 18.

- RDNG 101. Reading Fundamentals I.** (3 credits). To improve the reading skills demanded in college classes, this course focuses on the teaching of reading comprehension, vocabulary development, rate improvement, and study skills. (3 lecture hours per week).
- RDNG 102. Reading Fundamentals II.** (3 credits). Designed to help the college student become a more efficient reader, this course emphasizes the development of higher level comprehension skills, vocabulary development, rate improvement, and study skills. (3 lecture hours per week).
- RDNG 109. Developmental Reading I.** (3 credits). Designed to prepare the student to more successfully deal with assignments in college classes, this course emphasizes reading comprehension techniques, vocabulary development, rate improvement, and study skills. RDNG 109 is offered in a laboratory setting. (3 lecture and 1 laboratory hour per week).
- RDNG 110. Developmental Reading II.** (3 credits). Through improvement of reading comprehension and speed, vocabulary, and study skills, this course prepares the student to deal more successfully with the study materials required in college courses. RDNG 110 is offered in a laboratory setting. (3 lecture and 1 laboratory hour per week).
- RDNG 120. College Reading.** (3 credits). This transferable course for the college-level reader focuses on improving comprehension in textbook materials. The development of inferential and interpretive comprehension skills and the expansion of these skills into higher level thinking will be emphasized. *Prerequisite:* College-level reading skills or RDNG 110. (3 lecture hours per week).

## RADIO AND TELEVISION REPAIR

See p. 208 for TDC Radio and Television Repair courses.

## SECRETARIAL SCIENCE

Dorothy Hitt, *Department Chairperson*  
Crystal Brittingham, Maureen Giacchino

**SECT 111, 112. Shorthand I, II.** (3 credits each). These courses help students to master the principles of Gregg shorthand. The courses emphasize drills in the

correct formation of work outlines and phrase forms and include a study of word signs, phrasing, dictation, transcription with computer application, typewriter transcription, and speed building. (3 lecture and 2 laboratory hours per week).

- SECT 121, 122. Typewriting I, II.** (3 credits each). These courses familiarize students with the typewriting keyboard and build skills essential to obtain employment in an office occupation. The courses emphasize correct typing techniques and practice in production problems such as centering, letters, manuscripts, simple tabulations, and forms. Both courses are structured for individualized learning. (2 lecture and 3 laboratory hours per week).
- SECT 130. Business Communications.** (3 credits). This course includes a study of the use of correct English, the use of proofreading techniques, the use of computer application of positive qualities in written communication, the use of effective speaking techniques, the use of employment-seeking skills, and the use of effective group interaction. (3 lecture hours per week).
- SECT 140. Secretarial Practice.** (3 credits). This study of secretarial occupations and secretarial duties in the business office includes topics such as handling of mail, filing, personality and human relations, grooming, and office routine. (3 lecture and 2 laboratory hours per week).
- SECT 141. Medical Secretarial Practice.** (3 credits). This study of the duties of a medical secretary gives students actual practice in all phases. Special attention is given to vocabulary, receptionist's duties, filing, typing, and accounting. (3 lecture and 2 laboratory hours per week).
- SECT 142. Medical Terminology.** (3 credits). A study of medical terminology structured for those in medical secretarial, medical records, medical transcriptionist, and other related fields. Emphasis is placed on providing a learning experience in machine transcription of medical transcription in a simulated medical environment. (2 lecture and 3 laboratory hours per week). *Prerequisite:* SECT 122 or equivalent.
- SECT 143. Legal Secretarial Practice.** (3 credits). This study of the duties of a legal secretary gives special attention to vocabulary, legal typing, court documents, filing, accounting, and machine transcription. (3 lecture and 2 laboratory hours per week).
- SECT 144. Legal Terminology.** (3 credits). Course objectives are to insure comprehension of meanings, procedures, and applications of legal terminology. Emphasis is placed on providing a learning experience in machine transcription of legal dictation in a simulated legal office, which includes punctuation of legal correspondence and legal documents. (2 lecture and 3 laboratory hours per week). *Prerequisite:* SECT 122 or equivalent.
- SECT 150. Office Machines.** (3 credits). This course includes data entry activities on the personal computer and applications of basic arithmetic skills (percentages, interests, discounts, depreciation, payroll, etc.) to the operation of electronic calculators using ten-key touch. The course is designed to provide familiarization with personal computers and to develop sufficient speed and accuracy skill on the electronic calculators for office use. (2 lecture and 3 laboratory hours per week).
- SECT 160. Office Accounting.** (3 credits). Manual and computer procedures and techniques used in recording business transactions and preparing financial statements are presented in this course. The course is adapted to the needs of

those training for secretarial positions. (3 lecture and 1 laboratory hours per week).

**SECT 212. Secretarial Internship.** (3 credits). The student works in a qualifying firm 20 hours per week in an occupational situation where he receives practical training and experience compatible with his management career objective. Student will also be required to attend a one-hour lecture on campus with the internship instructor. Students may receive credit from an approved full-time job.

**SECT 220. Typewriting III.** (3 credits). This advanced typing course places emphasis on production typing on an electronic typewriter in an office atmosphere with additional training given in written and oral communication. (2 lecture and 3 laboratory hours per week). *Prerequisite:* SECT 122.

**SECT 222. Secretarial Internship.** (3 credits). The student works in a qualifying firm 20 hours per week in an occupational situation where he receives practical training and experience compatible with his management career objective. Student will also be required to attend a one-hour lecture on campus with the internship instructor. Students may receive credit from an approved full-time job.

**SECT 230. Records Management.** (3 credits). This study of basic filing procedures and records control provides instruction in the fundamentals that are essential to the managing of the records of a business. (2 lecture and 3 laboratory hours per week).

**SECT 250. Word Processing.** (3 credits). This course includes office simulation of business typing, transcribing, and production work utilizing equipment currently found in word processing centers. The course also develops the concept of word processing in business for both the administrative secretary and the corresponding secretary, and it includes a review of grammar, punctuation, and vocabulary, as well as training in decision making. (2 lecture and 3 laboratory hours per week). *Prerequisite:* SECT 122 or equivalent.

**SECT 260. Word Processing Applications.** (3 credits). This course continues the study of word processing concepts with "hands on" applications involving students in advanced keyboarding skills, text editing skills, and information processing skills. (2 lecture hours and 3 laboratory hours per week). *Prerequisite:* SECT 250.

## SOCIOLOGY

Arthur Daniel, *Department Chairperson*  
John Brannon, Mike Eernisse

**SOCI 110. Marriage and Family Relationships.** (3 credits). A contemporary study of the freedom and growth potential of the individual in marriage and family life, this course explores the many parameters of the marital and parental relationships, and it places emphasis on raising current questions with comprehensive examination of the values and goals of the individual as well as the institution of the family. (3 lecture hours per week).

**SOCI 111. Principles of Sociology.** (3 credits). This course presents a scientific examination of the organization of human social life, the unique forms and

social order of group life, and the products of group living. The course places special emphasis on social interaction patterns and the processes and institutions developed by man to facilitate his progress. (3 lecture hours per week).

**SOCI 122. Social Problems.** (3 credits). This course includes the scientific examination of conditions that are disruptive to society today, those seen as problematic for society as a whole, and those that represent violations of the norms of special groups in society: population, poverty, social minorities, mass society, delinquency, crime, drugs, sexual deviance, and disorganization of family, education, and religion. (3 lecture hours per week).

**SOCI 230. Introduction to Anthropology.** (3 credits). Following principles of physical and cultural anthropology, this course analyzes the cultures of prehistoric and existing preliterate people and the impact of modern western culture on preliterate societies. (3 lecture hours per week).

## SPANISH

Robert Rodriguez, *Department Chairperson*

**SPAN 101. Conversational Spanish I.** (3 credits). The primary purpose of this course is to give the student an opportunity to develop an accurate oral use of the language, based on a sound understanding of structure. Reading will be incidental to the oral objective. (3 lecture hours per week). *Prerequisite:* instructor approval.

**SPAN 102. Conversational Spanish II.** (3 credits). This course is a continuation of Conversational Spanish I. It will expand the vocabulary and oral skills learned in the previous course. (3 lecture hours per week). *Prerequisite:* SPAN 101 or instructor approval.

**SPAN 111. Elementary Spanish I.** (4 credits). While this course is definitely aimed toward proficiency in everyday conversational Spanish, it gives the student the necessary background in pronunciation, acquisition of vocabulary, grammatical construction, and formation of sentences. (3 lecture and 2 laboratory hours per week).

**SPAN 112. Elementary Spanish II.** (4 credits). This course is a continuation of the oral practice of SPAN 111 with some stress placed on reading and composition. (3 lecture and 2 laboratory hours per week).

**SPAN 121. Intermediate Spanish I.** (3 credits). This course includes the more complex grammatical points. The course includes a review of pronunciation and aural/oral drills, and it emphasizes proper usage of grammar, both written and oral. Students read classical and contemporary literature of moderate difficulty to further cultural appreciation and to gain a better understanding of international affairs. (3 lecture hours and 1 laboratory hour per week). *Prerequisite:* SPAN 112 or instructor approval.

**SPAN 122. Intermediate Spanish II.** (3 credits). This course is a continuation of the study introduced in SPAN 121, and it emphasizes fluent usage of oral and written Spanish. (3 lecture and 1 laboratory hours per week). *Prerequisite:* SPAN 112 or instructor approval.

**SPAN 220. Introduction to Spanish Literature.** (3 credits). This course is conducted in Spanish. It includes an introduction to Spanish and Latin American literature through representative selections from major authors. (3 lecture hours per week). *Prerequisite:* SPAN 122 or instructor approval.

## SPEECH

C. Jay Burton, *Department Chairperson*  
Bill Waggoner

**SPCH 105. Interpersonal Communication.** (3 credits). This course presents theory, examples, and participation in exercises in order to improve effective one-to-one and small group communication. (3 lecture hours per week).

**SPCH 110. Fundamentals of Speech.** (3 credits). This course consists of the study of the importance of speech as an aid in social adjustment; the improvement of articulation and pronunciation; the study of the use of bodily activity and its relation to effective speaking; vocabulary development; the study of the general ends of speech; and preparation toward the achieving of these ends. (3 lecture hours per week).

**SPCH 120. Public Speaking.** (3 credits). This course concentrates on the methods of organization and the techniques of delivery of the platform speech, with emphasis on explanation and persuasion. The course includes a study of group methods of problem solving and parliamentary procedures. (3 lecture hours per week). *Prerequisite:* SPCH 110 or instructor approval.

**SPCH 130. Oral Interpretation.** (3 credits). This course presents the study of platform interpretation of literature. The course emphasizes improvement in voice, pronunciation, and enunciation for interpreting lyric poetry, narrative prose and poetry, the descriptive essay, the monologue, and dramatic scenes. This course is particularly recommended for English and elementary majors. (3 lecture hours per week). *Prerequisite:* SPCH 110.

**SPCH 140. Business Speech.** (3 credits). This course provides studies of the techniques of technical reporting (speeches to instruct, speeches of special reporting), of special situational speeches, of techniques of problem-solving through public discussion (panel discussion, symposium, etc.), and of the techniques of parliamentary law for purposes of learning to preside at various meetings. The course also gives interview experience. (3 lecture hours per week).

## WELDING

Bruce Westmoreland, *Department Chairperson*  
Gary Church, Lemuel Bruner

**WELD 110. Welding Processes.** (4 credits). This course includes theory and practice in techniques of oxy-acetylene welding and cutting, layout and preparation of commonly used joints, servicing and regulation of oxy-acetylene equipment, basic shop practices, basic welding machine theory, and set up procedures of electronic arc welding machine. (2 lecture and 6 laboratory hours per week).

**WELD 121. Arc Welding (Plate I).** (4 credits). This course teaches students to do metal cutting with oxygen and acetylene equipment. The course includes a study of the theory of plate welding, and students learn plate welding in three positions: flat, vertical up, and horizontal. (2 lecture and 6 laboratory hours per week).

**WELD 122. Arc Welding (Plate II).** (4 credits). In this course on the advanced theory of plate welding, students learn plate welding in five positions: flat, vertical up, horizontal, vertical down, and overhead. The course also covers Root and Face Bend tests for qualifications of plate welders and advanced theory and troubleshooting procedures for electronic arc welding machines. (2 lecture and 6 laboratory hours per week). *Prerequisite:* WELD 121 or approval of department chairperson.

**WELD 131. Basic MIG and TIG.** (4 credits). The course includes a study of the theory of Tungsten Inert Gas Welding and Metallic Inert Gas Welding. Students gain laboratory experience in gas shielded arc welding. (2 lecture and 6 laboratory hours per week). *Prerequisite:* WELD 121 or approval of department chairperson.

**WELD 160. Shop Equipment and Safety.** (2 credits). This course provides an introduction to safety methods to be used while in the shop or on the job. Shop and job safety is taught and carried out at all times. (1 lecture and 2 laboratory hours per week).

**WELD 231. Advanced MIG and TIG.** (4 credits). This course includes a study of advanced theory of Tungsten Inert Gas Welding and Metallic Inert Gas Welding. Students gain advanced laboratory experience in gas shielded arc welding. (2 lecture and 6 laboratory hours per week). *Corequisite:* WELD 131 or approval of department chairperson.

**WELD 241. Basic Layout Design and Fabrication.** (3 credits). In this introduction to design and construction of various types of layouts according to specifications, students gain related welding experience in structure fabrication. (1 lecture and 4 laboratory hours per week). *Prerequisite:* WELD 121 or approval of department chairperson.

**WELD 242. Advanced Layout Design and Fabrication.** (3 credits). This course includes a study of advanced design and construction of various types of layouts according to specifications. Students gain related welding experience in structure fabrication. (1 lecture and 4 laboratory hours per week). *Prerequisite:* WELD 241 or approval of department chairperson.

**WELD 251. Pipe Welding I.** (4 credits). This course includes such topics as the theory of pipe welding, cutting and beveling pipe with oxygen and acetylene equipment, and pipe welding in two positions: rolling and horizontal. (2 lecture and 6 laboratory hours per week). *Prerequisite:* WELD 122 or approval of department chairperson.

**WELD 252. Pipe Welding II.** (4 credits). The course covers advanced theory of pipe welding. Students learn pipe welding in four positions: rolling, horizontal, downhill, and overhead. The Code test under Section IX, A. W. S. is also covered in the course. (2 lecture and 6 laboratory hours per week). *Prerequisite:* WELD 251 or approval of department chairperson.

See p. 209 for TDC Welding courses.

**TEXAS DEPARTMENT OF CORRECTIONS  
CERTIFICATE PROGRAMS  
(Less Than 12 Months)**

Automotive Technology  
Computer Science  
Drafting

Horticulture (Ornamental)  
Radio and Television Repair  
Welding

Alvin Community College has conducted educational programs for the Texas Department of Corrections since 1965. In addition to the Associate in General Liberal Arts (p. 44-45), occupational/technical Certificate of Completion Programs are offered. These certificate programs are designed to provide skills which enable the student to be placed in entry-level employment within a chosen specialty.

A certificate of completion is awarded when the student satisfactorily completes the course sequences described for a selected program.

**\*AUTOMOBILE TECHNOLOGY**

Bruce Westmoreland, *Department Chairperson*  
Rogers Doughty, Charles Graham, Hasso Schroder

**AUTO 110. Basic Automotive.** (4 credits). The course acquaints the student with service trade information, use and care of shop equipment and tools, standard transmission, brakes, clutches, rear axle, drive line principles, and a limited application of automotive shop practice. (3 lecture and 6 laboratory hours per week).

**AUTO 120. Internal Combustion Engine.** (4 credits). In this introduction to the gasoline internal combustion engine, students learn technique and skill in inspection, repairing and overhauling of engine components, valve timing, and the use of special tools and equipment. (3 lecture and 6 laboratory hours per week).

**AUTO 130. Automotive Electricity and Ignition System.** (4 credits). An introduction to the fundamentals of electricity as applied to the automotive vehicle, this course includes classroom theory and laboratory practices of magnetic principles of electricity, functions of the diode and transistor, the storage battery, D.C. and A.C. charging systems, generators and alternators, and complete wiring systems. (3 lecture and 6 laboratory hours per week).

**AUTO 140. Carburetion and Fuel Systems.** (4 credits). This course includes a study of fuels and their applications, requirements, and effect on carburetion. Students disassemble, clean, overhaul, reassemble, and adjust various types of carburetors. (3 lecture and 6 laboratory hours per week).

**AUTO 150. Automotive and Truck Chassis.** (4 credits). This course includes a study of designs, construction, and frame alignment fundamentals of the vehicle chassis. Classroom theory and laboratory practices include front end alignment, shock absorbers, springs, steering mechanism, wheel balancing, and power steering. (3 lecture and 6 laboratory hours per week).

**\*COMPUTER SCIENCE**

Lew Garrett, *Department Chairperson*  
William Carter, Loretta Hulsey,

**CSCI 104. Introduction to Computers.** (4 credits). This course is an overview of the basic concepts of computer information processing. The functional characteristics of digital computers and their capabilities and limitations are discussed, and the application of computers in business, industry, and society is explored. (3 lecture and 7 laboratory hours per week).

**CSCI 105. Micro-Computer Programming--BASIC.** (4 credits). This course on the fundamental concepts of BASIC programming language as applied to micro-computers includes problem solving, application, graphics, and other programming techniques applicable to micro-computers. (3 lecture and 7 laboratory hours per week).

**CSCI 115. Computer Programming (PASCAL).** (4 credits). This introductory course in structured programming using the PASCAL language emphasizes algorithm design, flowcharting, and syntax of the language. Business applications are used to introduce problem-solving techniques. (3 lecture and 7 laboratory hours per week).

**CSCI 205. Introduction to Database Structures.** (4 credits). This introductory course in database processing using the PASCAL language explores algorithms for sorting, searching, joining, and displaying information from a group of related files. Emphasis is placed on database structure, data integrity, and user functionality. (3 lecture and 7 laboratory hours per week).

**CSCI 225. Data Base Systems.** (4 credits). In this introduction to data-based management systems, data organization and structure, and data-base design, the student uses a query language for business applications. (3 lecture and 7 laboratory hours per week).

**\*DRAFTING**

Ben Daw, *Department Chairperson*  
Larry Huffman

**DRFT 112. Technical Drafting.** (4 credits). The principles of technical drawing as required to express ideas graphically are introduced in this course. Topics include the use of instruments, geometric construction, orthographic projection, sections, auxiliary views, revolutions, dimensioning, axonometric projection, intersections, and developments. (3 lecture and 6 laboratory hours per week).

**DRFT 213. Pipe Drafting.** (4 credits). This basic course is designed for the study of engineering standards, pipe and fitting designs, symbols, and specifications. (3 lecture and 6 laboratory hours per week).

**DRFT 223. Structural Drafting.** (4 credits). This course covers AISC specifications and standards, design and detail, or structural members and connections. (3 lecture and 6 laboratory hours per week).

**DRFT 233. Electrical Drafting.** (4 credits). This introduction to electrical schematics and diagrams covers basic electricity and the study of electrical and electronic

symbols, their application, and associated terminology. (3 lecture and 6 laboratory hours per week).

**DRFT 243. Architectural Drafting.** (4 credits). This course emphasizes basic drafting techniques as related to the preparation of residential details, with emphasis on floor plans, plot plans, foundations, structural details, sections, and elevations. (3 lecture and 6 laboratory hours per week).

### \*HORTICULTURE (ORNAMENTAL)

Steve Wheeler, *Department Chairperson*  
Dwight Rhodes

**HORT 102. Principles of Horticulture.** (4 credits). This course presents fundamental principles and practices of structure, growth, development, maintenance, and use of horticultural plants. The course outlines the commercial horticulture industry and occupational opportunities. The laboratory experience provides an introduction to growing, grounds maintenance, planting, transplanting, and plant maintenance. (3 lecture and 6 laboratory hours per week).

**HORT 112. Plant Materials for Landscape Use.** (4 credits). This course provides a study of ornamental trees, shrubs, vines, and ground covers for landscape use, and it emphasizes their identification, characteristics, adaptability, use, and maintenance. Students use basic concepts and practices in preparing landscape plans. (3 lecture and 6 laboratory hours per week).

**HORT 122. Plant Propagation.** (4 credits). This course provides the student with theoretical consideration and practical experiences in producing horticultural plants by sexual and asexual methods. It includes laboratory exercises in cutting, layering, division, growing from seeds, budding, and grafting. (3 lecture and 6 laboratory hours per week).

**HORT 222. Chemical Control of Weeds, Plants, Diseases, and Pests.** (4 credits). This course covers the identification, cause, and control of common weeds, plant diseases, and pests, and it includes a study of equipment for their prevention and control. (3 lecture and 6 laboratory hours per week).

**HORT 251. Vegetable Crops.** (4 credits). This course is a study of vegetable production, and it includes factors that affect production of important fresh market and processing vegetables in different areas of the United States. (3 lecture and 6 laboratory hours per week).

### \*RADIO AND TELEVISION REPAIR

Buddy Brogdon, Lew Garrett

**RATV 105. Basic Communications.** (4 credits). This course explores the theory and application of electronics from basic aspects through transmitters and antennas. The lab portion of the course includes application, operation, and testing of communication equipment. (3 lecture and 7 laboratory hours per week).

**RATV 110. Basic Radio Receivers.** (4 credits). This introduction to radio receivers and radio circuitry prepares the student for radio servicing. The course lays the

basic foundation for further study in television servicing of black and white, color, and industrial closed circuit televisions as well as home receivers. (3 lecture and 7 laboratory hours per week).

**RATV 120. Basic Television Receivers.** (4 credits). This course includes a study of television circuits as applied to the black and white home and industrial closed circuit receivers. Servicing experiments in lab are done on actual lab TV receivers using up-to-date equipment and schematics. The use of the VTVM and the scope is emphasized. (3 lecture and 7 laboratory hours per week).

**RATV 220. Basic Color Television.** (4 credits). This course includes the study of color television circuits as they are applied to the modern receiver. The student studies color, mixing both additive and subtractive methods, requirements of the composite color signal, makeup of the color picture tube, convergence, and troubleshooting procedures. All lab experiments are performed on live color receivers using up-to-date equipment and schematics. (3 lecture and 7 laboratory hours per week). *Prerequisite:* RATV 120 or equivalent.

**RATV 230. Advanced Service Techniques.** (4 credits). This course is designed for the technician who is familiar with television circuitry and wants to progress to advanced servicing techniques. The course includes visual alignment and overall response analysis. (3 lecture and 7 laboratory hours per week). *Corequisite:* RATV 120 or equivalent.

### \*WELDING

Bruce Westmoreland, *Department Chairperson*  
Gary Church, Lemuel Bruner

**WELD 111. Welding Processes and Safety.** (4 credits). This course includes theory and practice in techniques of oxy-acetylene welding and cutting, layout and preparation of commonly used joints, servicing and regulation of oxy-acetylene equipment, basic shop practices, basic welding machine theory, and set up procedures of the electrical arc welding machine. This course also includes an introduction to shop and job safety. (3 lecture and 6 laboratory hours per week).

**WELD 120. Arc Welding (Plate I).** (4 credits). This course teaches students to do metal cutting with oxygen and acetylene equipment. The course includes a study of the theory of plate welding, and students learn plate welding in three positions: flat, vertical up, and horizontal. (3 lecture and 6 laboratory hours per week).

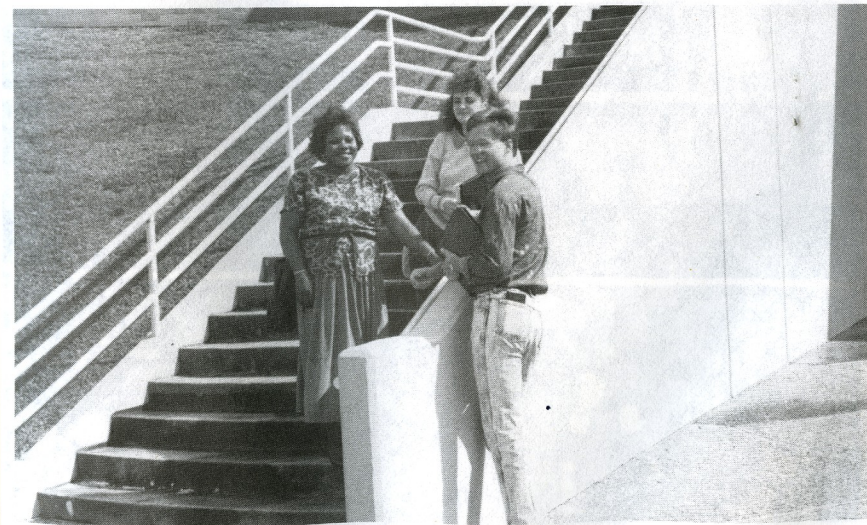
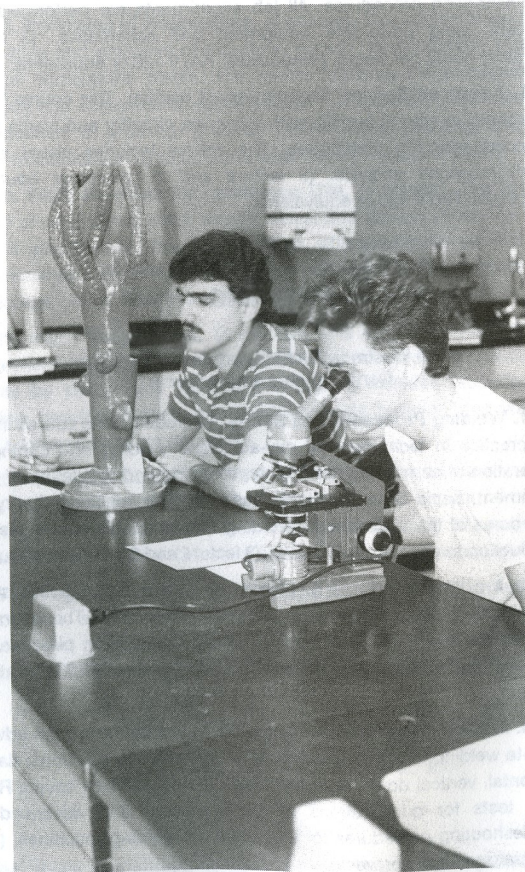
**WELD 123. Arc Welding (Plate II).** (4 credits). In this course on the advanced theory of plate welding, students learn plate welding in five positions: flat, vertical up, horizontal, vertical down, and overhead. The course also covers Root and Face Bend tests for qualifications of plate welders and advanced theory and troubleshooting procedures for electronic arc welding machines. (3 lecture and 6 laboratory hours per week).

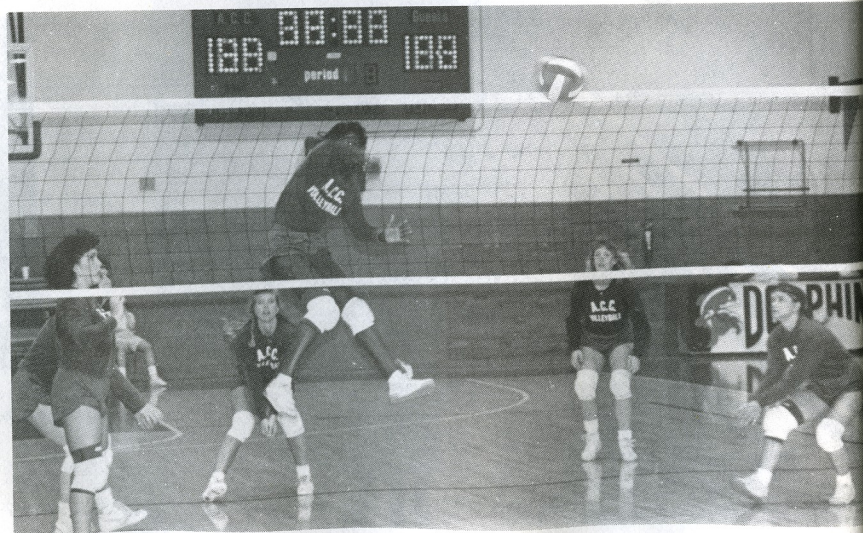
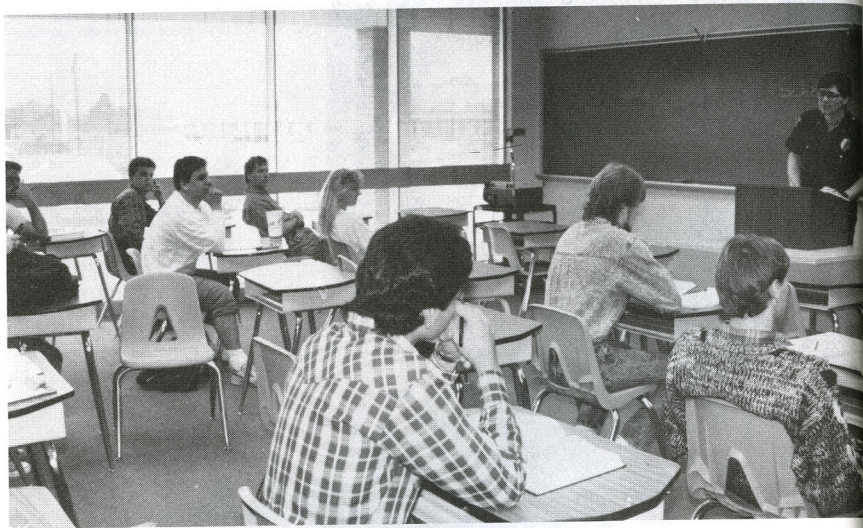
**WELD 253. Pipe Welding I.** (4 credits). This course includes such topics as the theory of pipe welding, cutting and beveling pipe with oxygen and acetylene equipment, and pipe welding in two positions: rolling and horizontal. (3 lecture and 6 laboratory hours per week).



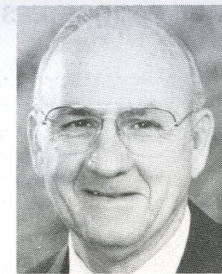
**WELD 254. Pipe Welding II.** (4 credits). This course covers advanced theory of pipe welding. Students learn pipe welding in four positions: rolling, horizontal, downhill, and overhead. (3 lecture and 6 laboratory hours per week).

\*Courses offered only at the Texas Department of Corrections.

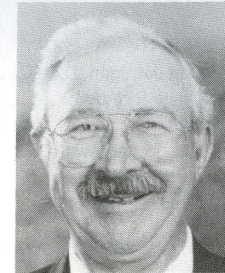




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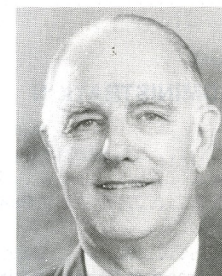
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**Elmer Dezso**



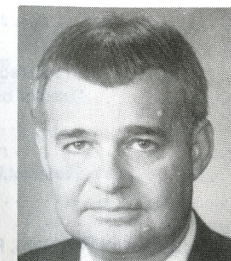
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 M.A., University of Texas

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 M.S., Texas A&I University

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 Diploma-McMahon College

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 B.S., Stephen F. Austin College  
 M.S., Stephen F. Austin University  
 Ph.D., Texas A&M University

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 M.Ed., Sam Houston State University  
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 B.A., University of Texas  
 M.A., University of Texas

Dwight Rhodes ..... Instructor of Horticulture  
 B.S., University of Arkansas  
 M.S., University of Arkansas

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 B.S.N., University of New Mexico  
 M.S.N., Texas Woman's University

Robert N. Richarz ..... Director of Physical Plant

John Roberson ..... Environmental Systems Supervisor

- Julia Roberts ..... Instructor of GED/ABE  
 B.S., University of Houston  
 M.Ed., Sam Houston State College
- Robert Rodriguez ..... Instructor of Spanish, Humanities, & Psychology  
 Department Chairperson, Foreign Languages  
 B. A., Southeastern Louisiana  
 M.A., Louisiana State University  
 Ph.D., Louisiana State University
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 Administrative Coordinator  
 B.A.E.E., University of Florida  
 M.S., University of Houston--Clear Lake
- William Barry Russell ..... Instructor of Computer Science  
 B.A., Texas A & M College  
 M.C.S., Texas A & M University
- Hasso Schroder ..... Instructor of Automotive Technology
- Dolores Shields ..... Instructor of Associate Degree Nursing  
 B.S., Dominican College  
 M.Ed., Texas Southern University
- Judy Ann Siefert ..... Instructor of Vocational Nursing  
 Department Chairperson, Vocational Nursing  
 B.S., Texas Woman's University  
 M.S., Texas Woman's University
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 Department Chairperson, Mathematics  
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 M.A., Sam Houston State University  
 Ed.D., University of Houston
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 A.A.S., Alvin Community College  
 Diploma-McMahon College
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 Coordinator of Learning Lab  
 B.S., North Texas State University
- Kenneth J. Sweeney ..... Instructor of Mid-Management  
 B.B.A., University of Texas at Austin  
 M.B.A., University of Texas at Austin
- William Swenty ..... Instructor of Business  
 B.A., Wichita State University  
 M.S., Wichita State University
- Mark Andrew Tacquard ..... Chief of Campus Police  
 A.A.S., Alvin Community College
- William Taliaferro ..... Instructor of Government & History  
 A.A., Chipola Junior College  
 B.A., University of Florida  
 M.S., Florida State University

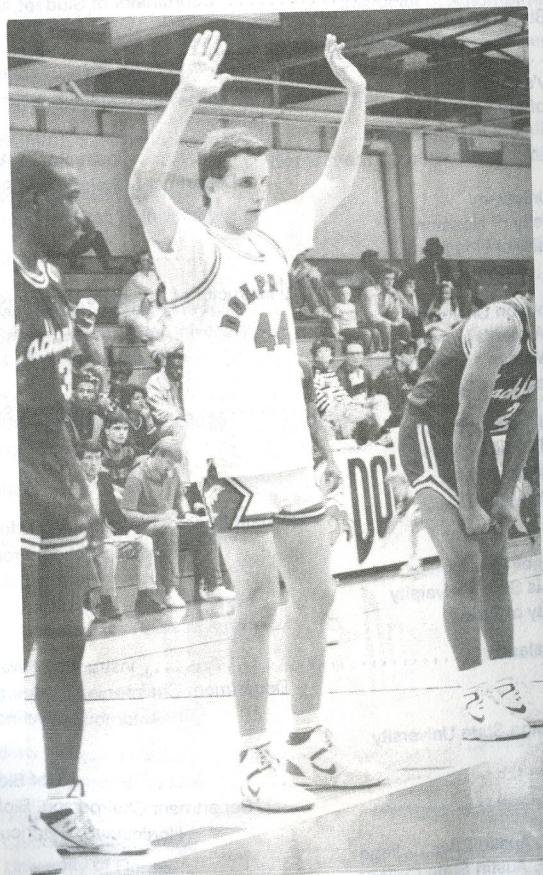
- Steven Talton ..... KACC Operations Supervisor  
 B.A., Dallas Baptist University
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 B.F.A., University of Texas at Austin  
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 M.T., Hermann Hospital School of Medical Technology
- Roy P. Turner ..... Instructor of Biology  
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 M.S., Texas Woman's University  
 Ph.D., Texas Woman's University
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 M.A., Eastern Illinois University  
 Ph.D., St. Louis University
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 B.S., University of Texas  
 M.Ed., Memphis State University  
 Ph.D., University of Texas
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- Stephen Wheeler ..... Instructor of Biology  
 Department Chairperson, Biology,  
 Horticulture, & Agricutture  
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- Marilyn Withrow ..... Instructor of Associate Degree Nursing  
 B.S.N., Ohio State University  
 M.A., University of Houston--Clear Lake

**COLLEGE AFFILIATIONS AND ASSOCIATIONS**

- Association of College Unions International  
 National Association for Campus Activities  
 National Junior College Athletic Association  
 Texas Association of Music Schools  
 Texas Junior College Athletic Conference



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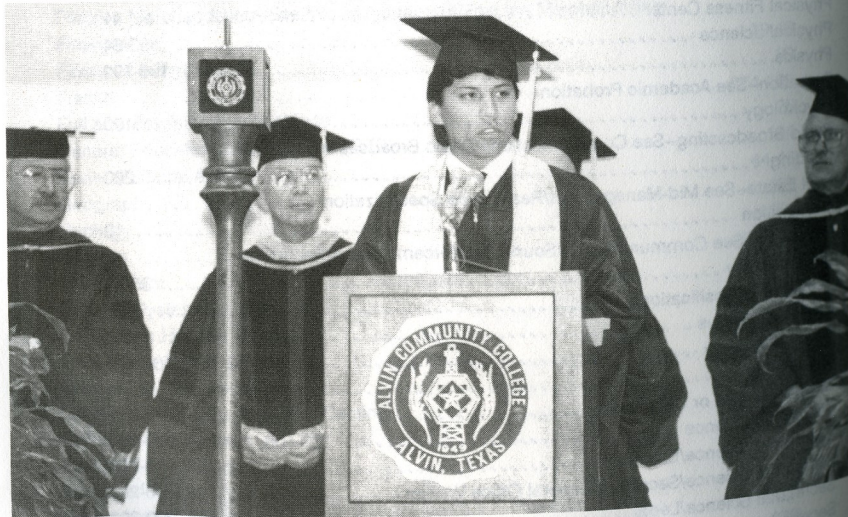
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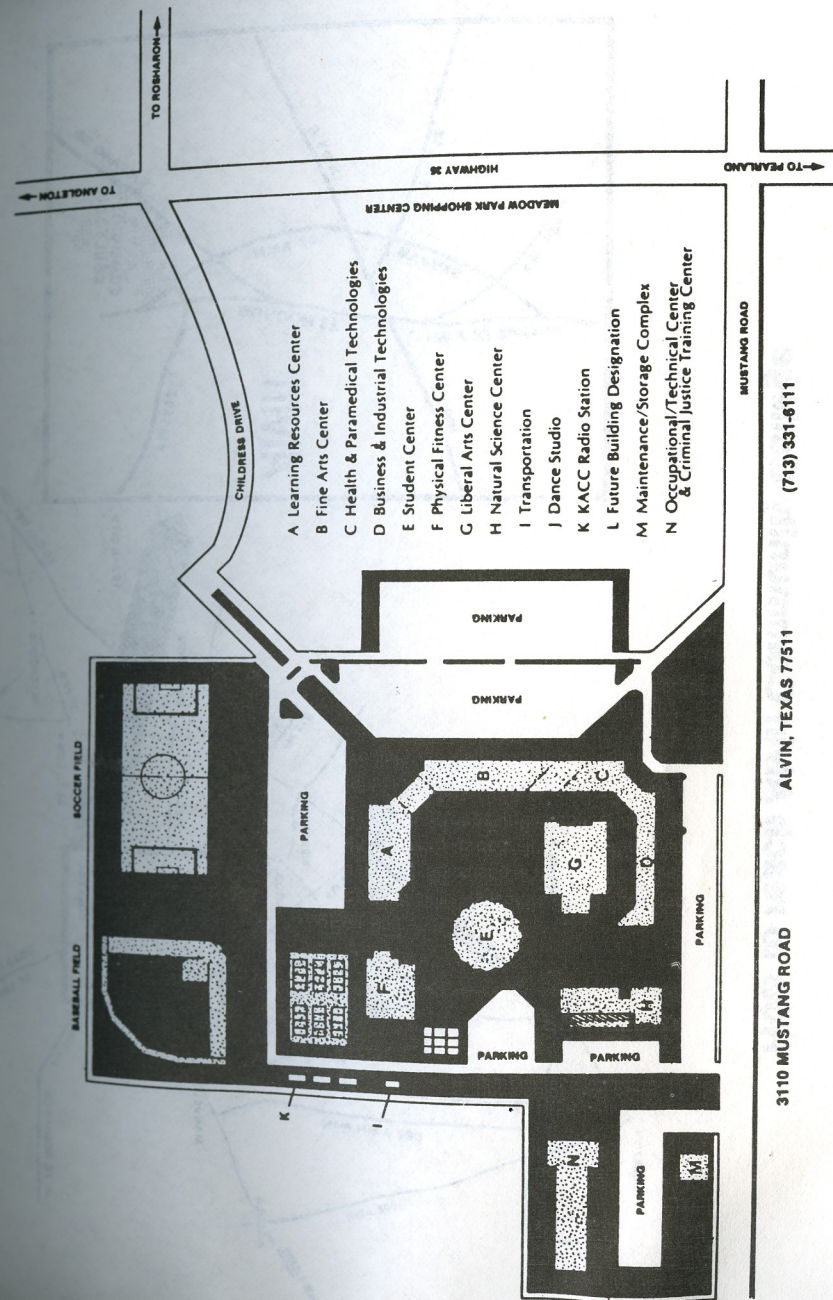
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ALVIN COMMUNITY COLLEGE □ CAMPUS MAP

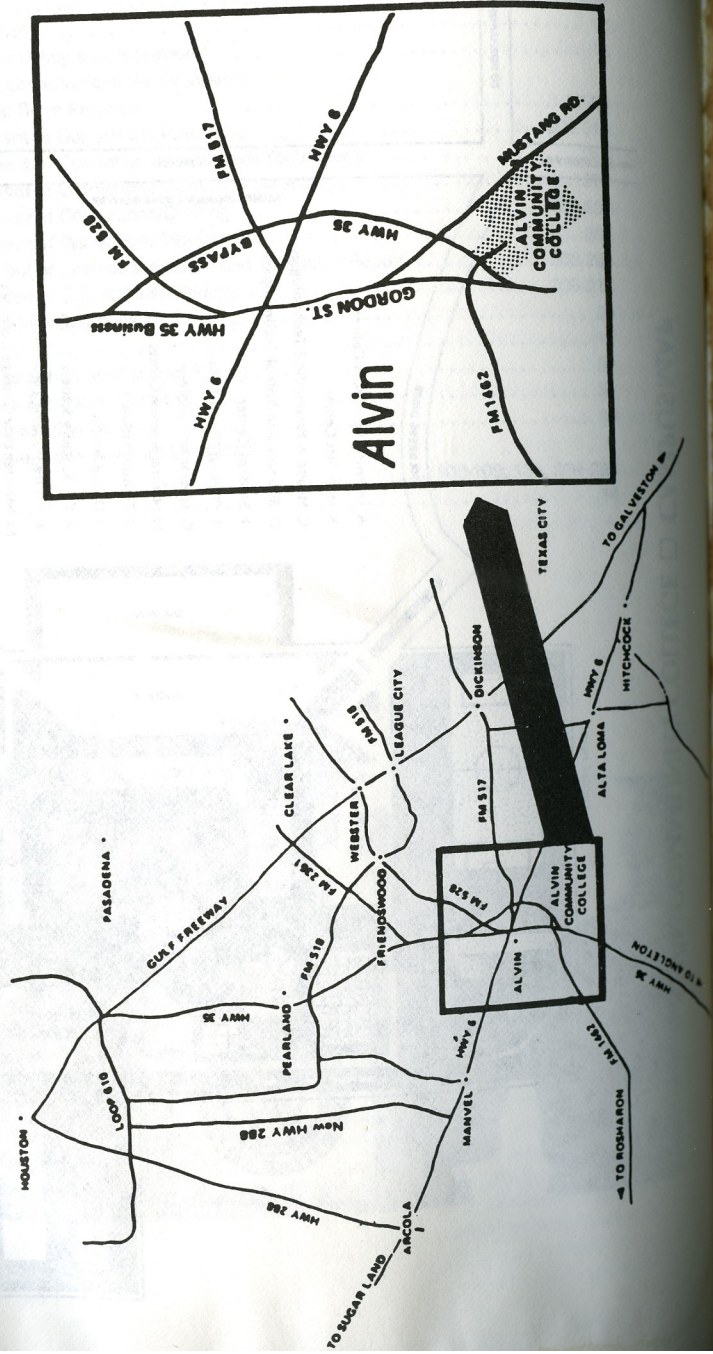


(713) 331-6111

ALVIN, TEXAS 77511

3110 MUSTANG ROAD

# How to reach Alvin Community College



Alvin Community College  
3110 Mustang Road  
Alvin, Texas 77511-4898

NON-PROFIT ORG.  
U. S. POSTAGE  
**PAID**  
PERMIT NO. 72  
ALVIN, TEXAS

CATALOG ADDENDUM

Effective Fall Semester 1989

Alvin Community College Catalog  
1989-1990 Volume 40 August 1989, No. 1

How to Use this Catalog page 12

ADMINISTRATIVE INFORMATION AND CHANGE

**Addendum**

**Alvin Community College Catalog  
1989-1990  
Volume 40  
August 1989, No.1**

**Effective Fall Semester 1989**



ATTENDANCE

Regular attendance in classes throughout the semester is a student's responsibility. It is the student's responsibility to make arrangements for absence, if possible. The student is responsible for completing all work missed during an absence, any work missed and not adequately completed will be the student's responsibility, regardless of the reason for the absence.

WITHDRAWALS/DROPS

Withdrawals are handled by the Registrar's Office, Room A-104. Continued non-attendance in a class is automatically considered a withdrawal. A student who ceases to attend class without first officially withdrawing from the course will receive a failing grade in that course.

## **CATALOG ADDENDUM**

Effective for Fall Semester 1989.

Alvin Community College Catalog  
1989-90, Volume 40, August 1989, No. 1

Note: This section replaces page 12.

### **ADMINISTRATIVE INTERPRETATION AND CHANGE**

The administration of Alvin Community College acts as final interpreter of this Catalog. The College may change requirements and regulations as necessitated by College or legislative action.

### **CLASSIFICATION OF STUDENTS**

Upon admission all students are classified as follows:

**Full-time Student:** A student who is registered for a full time load as defined under ACADEMIC LOAD is classified as full-time.

**Part-time Student:** A student who is registered for less than a full time load as defined under ACADEMIC LOAD is classified as part-time.

**Freshman:** A student who has completed less than 30 semester hours is classified as a freshman.

**Sophomore:** A student who has completed 30 or more but less than 60 semester hours is classified as a sophomore.

**Unclassified:** A student who has completed 60 or more semester hours is unclassified.

### **ATTENDANCE**

Regular attendance in classes is expected. When a student must miss a class, it is the student's responsibility to inform the instructor prior to the absence, if possible. The student is responsible for completing all work missed during an absence; any work missed and not subsequently completed will affect the grade of the student, regardless of the reason for the absence.

Note: This section replaces the WITHDRAWAL section on page 14.

### **WITHDRAWALS (DROPS)**

After students have registered and paid for courses, they are considered enrolled until an official withdrawal form has been received by the Records Office, Room A-104. Continued non-attendance does not automatically terminate enrollment in the course; therefore a student who ceases to attend class without first officially withdrawing from the course will receive a failing grade in that course.

To withdraw from a course or withdraw from the College (all courses), students must obtain the appropriate form at the Records Office, secure the course instructor's or Counselor's signature (Counseling Center), and return the form to the Records Office.

A grade of "W" will be assigned for withdrawals received at the Records Office by the published withdrawal deadline date for each semester:

**Withdrawal Deadline**

Fall 1989 Semester	- November 16 (Th),	12:00 Noon
Spring 1990 Semester	- April 11 (W),	12:00 Noon
Summer 1, 1990 Semester	- June 21 (Th),	12:00 Noon
Summer 2, 1990 Semester	- August 1 (W),	12:00 Noon

Students should withdraw in person at the Records Office; however, written requests to the Registrar are acceptable. Withdrawals become effective on the date the letter is received at the Records Office.

Emergency withdrawals will be considered effective as of the date of the emergency providing the student submits proof of the emergency (examples: military orders or medical certification of family emergency) when withdrawing in person or by letter.

Note: This amends the GRADING SYSTEM section on page 17.

The following grade descriptions are changed:

- W - Withdrawal by the published deadline.
- WP - Discontinued beginning Fall 1989.
- WF - Discontinued beginning Fall 1989.

Note: This section follows CHANGE OF GRADE section on page 18.

**GRADE REPORTING**

Grades are assigned by faculty members based on attendance, class and/or laboratory performance, test scores, and other departmental academic requirements. Students are encouraged to become familiar with each instructor's grading requirements.

Grades are reported by the following methods:

Grade reports are mailed by the Records Office at the end of each semester. This method of reporting grades permits students to judge their performance on a regular basis.

Student Information Sheets are provided at each registration. This method of reporting allows the student to review previous performance and courses completed prior to registering each term.

Transcripts are provided by the Records Office and are the official report of courses, grades and credit awarded by the College.

**TRANSCRIPT ORDERING INFORMATION**

Official transcripts may be ordered from the College by completing the pre-printed Request For Transcript Service form or by letter request. A letter request must include the student's name at the time of last attendance, current name (if a name change has occurred), social security number, date of birth, and signature. All requests must provide a complete address to which the

transcript is to be sent. Requests not containing this information will be returned to the requestor for the required information.

Transcript services will normally be provided within 24 hours of receipt of the request, except during registration periods. No transcript fee is required for first class mail service.

**ADMISSION & REGISTRATION**

Note: This section replaces pages 25 and 26.

Requests for application materials or questions concerning admission should be addressed to the Records Office.

**New students will be admitted to the College providing all admission requirements have been met.**

Admission to the College does not guarantee admission to specific programs and courses. Departmental approval is required to register in certain programs and courses, as published in the Class Schedule.

**ADMISSION CLASSIFICATION**

Students will be considered for admission to the College under the following categories:

Early admission: This applies to high school students who have completed their junior year and have the recommendation of the high school principal.

College transfer: This applies to students who transfer to ACC from another college or university.

High school graduate: This applies to graduates from an accredited high school.

High school equivalency: This applies to students who have successfully completed the General Educational Development test.

Individual approval: This applies to adults, veterans, and military personnel who have not completed a high school program, but who are prepared to undertake college studies.

Returning student: This applies to former Alvin Community College students who did not attend the previous semester.

**ADMISSION REQUIREMENTS AND DEADLINES**

To be assured admission and registration, all students entering or re-entering Alvin Community College must comply with admission and/or readmission requirements by the established deadline.

**International Students:** Refer to page 28 of the catalog for additional admission requirements.

**Transfer Students on Academic Probation/Suspension:** Transfer students who are not in good standing at the institution of last attendance may be admitted on an individual petition basis through the Dean of Instruction, Student and Community Services (or his designated representative). Written approval for admission must be obtained; such approval will be conditional.



### FORMS REQUIRED

**Early admission:** High school students must submit a completed Application for Admission. In addition, an Early Admission Application, which requires approval of the high school principal or counselor, must be submitted prior to each semester registration.

**New students:** Students who have never attended Alvin Community College must complete, in full, an Application for Admission.

**Returning students:** Students who have previously attended Alvin Community College but were not enrolled in the previous semester, must complete an Application for Readmission.

### RECORDS REQUIRED

Records must be on file with the Records Office before admission to the College is granted. **Note:** Official records are test scores and transcripts sent directly from the issuing institution to the ACC Records Office. Records are not considered official if marked as issued to the student.

Students are responsible for requesting their official records to be forwarded directly from the issuing institution to the Alvin Community College Records Office.

**Early admission:** An official high school transcript verifying completion of junior year and the ACC local placement scores or TASP scores are required for admission. After high school graduation, an official high school transcript with date of graduation must be provided. **Note:** Alvin Community College transcripts will not be sent to other colleges or universities until the high school transcript with the graduation date is received.

**College transfer:** Official transcripts from previously attended colleges and universities and TASP scores are required for admission.

**High school graduate:** An official high school transcript with graduation date and ACC local placement scores or TASP scores are required for admission.

**High school equivalency:** Official General Education Development test scores and ACC local placement or TASP scores are required for admission.

**Individual approval:** Official ACC local placement test or TASP scores and an Individual Approval form are required for admission.

**Returning student:** Official transcripts from all institutions attended during absence from ACC and TASP scores are required for readmission.

### TESTING REQUIRED

Testing is a service to help students adjust to the college academic environment and to set realistic goals. Counselors and advisors use test information to help students identify their academic strengths and abilities, special aptitudes, study habits, values, vocational interests, and personality traits.

Test results will not be used to deny admission to Alvin Community College.

Certain programs require ACT or SAT for admission. See individual program requirements in the Curriculum Offerings section of this catalog for additional information.

All new students attending Alvin Community College are required to take the local placement test as a condition of admission.

Returning students may be required to take the current version of the local placement test to qualify for readmission.

**Note:** TASP (Texas Academic Skills Program) scores will satisfy the requirement for the local placement exam.

### ADVISEMENT REQUIRED

All students entering ACC for the first time are required to participate in admissions advising provided by the Counseling Center. No student will be permitted to register for classes until admissions advising has been completed.

### ADMISSION TO SPECIFIC CURRICULUMS

In addition to the general college admission requirements listed above, additional specific requirements are prescribed for the following departments:

- Child Care and Development
- Court Reporting
- Criminal Justice
- Medical Laboratory Technology
- Nursing
- Respiratory Care

Students planning to pursue certificate or degree programs from these departments must complete departmental admission requirements listed in the Curriculum Offerings section of the College Catalog.

Students will be admitted to a curriculum when all of the listed departmental admission requirements are met. Students who do not meet the admission requirements for a specific curriculum may be eligible to enter that curriculum or course after they have satisfactorily completed preparatory course work. Admission to these curriculums is through the Department Chairperson or Program Director.

### REGISTRATION

#### WHEN TO REGISTER FOR CLASSES

Registration periods for regularly scheduled classes are tentatively scheduled in the Academic Calendar published in this catalog. Specific times, dates, and class information are published separately in the Class Schedule, distributed prior to each registration period.

Special registrations are conducted for classes offered at locations other than the Alvin Community College campus and for courses scheduled other than in the semester calendar. Details of special registration are published and distributed separately.

#### LATE REGISTRATION

Students are permitted to register late as published in the Class Schedule. Students who complete registration after classes begin are not excused from meeting attendance or academic requirements and must arrange with the instructor to make up any missed assignments. No student is permitted to register after the late registration date.

#### COURSE ADMISSION

To be officially registered students must complete the published registration procedure each semester, including payment of all tuition and fees, to gain admission to classes. Installment paying of tuition is not permitted. Students who withdraw are not normally permitted to remain in class on an unofficial basis.

**WITHDRAWAL** - see page 1 this addendum.

Note: This section follows the Veterans Administration Benefits section on page 38.

#### **STANDARDS OF ACADEMIC PROGRESS FOR STUDENTS RECEIVING VETERANS BENEFITS**

**SATISFACTORY PROGRESS:** Students receiving VA educational benefits must maintain a cumulative grade point average (CGPA) of 2.0 to be considered to be making satisfactory progress.

**PROBATION:** Students receiving VA benefits who fail to achieve a CGPA of 2.0 shall be placed on first probation for the next semester for which they register. Should the student achieve a semester GPA of 2.0 at the end of the first probation period, but not achieve a CGPA of 2.0, the student will be placed on second probation for one additional semester.

**Note:** Summer sessions, Summer 1, Summer 2, and/or Summer 12 week will be considered as one semester.

**UNSATISFACTORY PROGRESS:** Students receiving VA benefits who fail to maintain satisfactory progress will be reported to the VA Regional Office and are ineligible for further certification at Alvin Community College until their CGPAs have been raised to 2.0 or higher.

Unsatisfactory progress will be reported:

- at the end of the first probation period when the semester GPA is below 2.0.
- at the end of the second probation period when the cumulative GPA is below 2.0.

**TRANSFER STUDENTS:** A VA transfer student who is admitted to Alvin Community College and who is under academic suspension or probation at the last school attended will be considered to enter ACC under the terms of first probation listed above.

Note: This section replaces the English Department 'NOTE' on page 161.

**NOTE:** The basics of writing are taught in ENGL 109 and ENGL 110. These courses benefit students needing additional preparation for college-level work and those desiring only to improve their writing skills.

One or both of these courses may be required by state law for students whose scores on either the local placement test or the TASP fall below the established cutoff levels.

Note: This section replaces the Mathematics Department 'NOTE' on page 174.

**NOTE:** The basics of arithmetic and algebra are taught in MATH 109 and MATH 110. These courses benefit students needing additional preparation for college-level work and those desiring only to improve their mathematical skills.

One or both of these courses may be required by state law for students whose scores on either the local placement test or the TASP fall below the established cutoff levels.

Note: This section replaces the Reading Department 'NOTE' on page 200.

**NOTE:** Basic reading skills are taught in RDNG 101, 102, 109 and RDNG 110. These courses benefit students needing additional preparation for college-level work and those desiring only to improve their reading ability.

One or both of these courses may be required by state law for students whose scores on either the local placement test or the TASP fall below the established cutoff levels.

Note: This section replaces the General Liberal Arts, Associate in Arts Degree Program section on pages 44 and 45.

**GENERAL LIBERAL ARTS**  
Associate in Arts Degree Program

Course Number	Course Title	Lecture Hours	Lab Hours	Course Credits
<b>First Semester</b>				
ENGL 121	✓Composition and Rhetoric I	3	0	3
HIST 141**	✓The U.S. to 1877	3	0	3
MATH*	✓Any College Level Mathematics	3	0	3
SPCH 110	✓Fundamentals of Speech	3	0	3
✓*Foreign Language or Elective		3	0-2	3-4
PHED	✓Physical Activity	0	3	1
		15	0-5	16-17
<b>Second Semester</b>				
ENGL 122	✓Composition and Rhetoric II	3	0	3
HIST 142**	✓The U.S. Since 1877	3	0	3
MATH*	✓Any College Level Mathematics	3	0	3
Elective*	College Level	3	0	3
✓*Foreign Language or Elective		3	0-2	3-4
PHED	✓Physical Activity	0	3	1
		15	0-5	16-17
<b>Third Semester</b>				
ENGL 211 or ENGL 221	✓Survey of Literature I ✓Survey of English Literature I	3	0	3
SCIENCE	✓Physics 121, or Chem 111, or Biol 111, or Geol 111	3	2-3	4
GOVT 211	✓American National and State Governments I	3	0	3
*Electives	✓College Level	6	0	6
		15	2-3	16
<b>Fourth Semester</b>				
ENGL 212 or ENGL 222	✓Survey of Literature II ✓Survey of English Literature II	3	0	3
SCIENCE	✓Physics 122, or Chem 112, or Biol 112, or Geol 112	3	2-3	4
GOVT 212	✓American National and State Governments II	3	0	3
*Electives	College Level	6	0	6
		15	2-3	16

\*Depending on the transfer requirements of the college the student will be attending.

\*\*One semester of Texas History (HIST 131 or HIST 132) may be substituted for one semester of U.S. History (HIST 141 or HIST 142) to satisfy degree requirements.

Total Minimum Credits Required for a General Liberal Arts Degree.....64-66

Note: This section replaces the Associate in Arts Degree, Music (Instrumental Concentration) Program section on pages 48 and 49.

**MUSIC**  
(Instrumental Concentration)  
Associate in Arts Degree Program

Course Number	Course Title	Lecture Hours	Lab Hours	Course Credits
<b>First Semester</b>				
ENGL 121	✓Composition and Rhetoric I	3	0	3
MUSC 111	✓Survey of Music Literature	3	0	3
MUSC 141	✓Music Theory	3	0	3
MUSC 121	✓Ear Training and Sight-Singing	0	3	2
MUSC 131*	✓Class Piano	1	1	1
MUSC 185	✓Concert Band	0	5	1
MUSC	✓Applied Music: Principal Instrument	1	4	2
Elective	College Level	3	0	3
		14	13	18
<b>Second Semester</b>				
ENGL 122	✓Composition and Rhetoric II	3	0	3
MUSC 112	✓Survey of Music Literature	3	0	3
MUSC 142	✓Music Theory	3	0	3
MUSC 122	✓Ear Training and Sight-Singing	0	3	2
MUSC 132*	✓Class Piano	1	1	1
MUSC 186	✓Concert Band	0	5	1
MUSC	✓Applied Music: Principal Instrument	1	4	2
MUSC 131P	✓Percussion Class	1	2	1
PHED	✓Physical Activity	0	3	1
		12	18	17
<b>Third Semester</b>				
HIST 141**	✓The U.S. to 1877	3	0	3
GOVT 211	✓American National and State Governments I	3	0	3
MUSC 243	✓Music Theory	3	0	3
MUSC 223	✓Ear Training and Sight-Singing	0	3	2
MUSC 233*	✓Class Piano	1	1	1
MUSC 287	✓Concert Band	0	5	1
MUSC	✓Applied Music: Principal Instrument	1	4	2
Elective	College Level (Math or Science)	3	0-3	3-4
		14	13-16	18-19
<b>Fourth Semester</b>				
HIST 142**	✓The U.S. Since 1877	3	0	3
GOVT 212	✓American National and State Governments II	3	0	3
MUSC 244	✓Music Theory	3	0	3
MUSC 224	✓Ear Training and Sight-Singing	0	3	2
MUSC 288	✓Concert Band	0	5	1
MUSC	✓Applied Music: Principal Instrument	1	4	2
SPCH 110	Fundamentals of Speech	3	0	3
PHED	Physical Activity	0	3	1
		13	15	18

\*MUSC 115X, 115Y, 215X, 215Y may be substituted.

\*\*One semester of Texas History (HIST 131 or HIST 132) may be substituted for one semester of U.S. History (HIST 141 or HIST 142) to satisfy degree requirements.

Total Minimum Credits Required for a Music Degree.....71/72

Note: This section replaces the Associate in Arts Degree, Music (Instrumental Concentration) Program section on pages 50 and 51.

**MUSIC**  
(Voice Concentration)

Associate in Arts Degree Program

Course Number	Course Title	Lecture Hours	Lab Hours	Course Credits
<b>First Semester</b>				
ENGL 121	✓ Composition and Rhetoric I	3	0	3
MUSC 111	✓ Survey of Music Literature	3	0	3
MUSC 141	✓ Music Theory	3	0	3
MUSC 121	✓ Ear Training and Sight-Singing	0	3	2
MUSC 131*	✓ Class Piano	1	1	1
MUSC 154	✓ Musical Theatre	1	4	1
MUSC 151	✓ Concert Choir	0	5	1
MUSC 125X	✓ Applied Music: Voice	1	4	2
PHED	✓ Physical Activity	0	3	1
		<u>12</u>	<u>20</u>	<u>17</u>
<b>Second Semester</b>				
ENGL 122	✓ Composition and Rhetoric II	3	0	3
MUSC 112	✓ Survey of Music Literature	3	0	3
MUSC 142	✓ Music Theory	3	0	3
MUSC 122	✓ Ear Training and Sight-Singing	0	3	2
MUSC 132*	✓ Class Piano	1	1	1
MUSC 152	✓ Concert Choir	0	5	1
MUSC 125Y	✓ Applied Music: Voice	1	4	2
DRAM 250	✓ Theatre Speech	3	0	3
		<u>14</u>	<u>13</u>	<u>18</u>
<b>Third Semester</b>				
HIST 141**	✓ The U.S. to 1877	3	0	3
GOVT 211	✓ American National and State Governments I	3	0	3
MUSC 243	✓ Music Theory	3	0	3
MUSC 223	✓ Ear Training and Sight-Singing	0	3	2
MUSC 233*	✓ Class Piano	1	1	1
MUSC 253	✓ Concert Choir	0	5	1
MUSC 225X	✓ Applied Music: Voice	1	4	2
Elective	✓ College Level	3	0	3
		<u>14</u>	<u>13</u>	<u>18</u>
<b>Fourth Semester</b>				
HIST 142**	✓ The U.S. Since 1877	3	0	3
GOVT 212	✓ American National and State Governments II	3	0	3
MUSC 244	✓ Music Theory	3	0	3
MUSC 224	✓ Ear Training and Sight-Singing	0	3	2
MUSC 254	✓ Concert Choir	0	5	1
MUSC 225Y	✓ Applied Music: Voice	1	4	2
Elective	✓ College Level Math or Science	3	0-3	3-4
PHED	✓ Physical Activity	0	3	1
		<u>13</u>	<u>15-18</u>	<u>18-19</u>

\*MUSC 115X, 115Y, 215X, 215Y may be substituted.  
\*\*One semester of Texas History (HIST 131 or HIST 132) may be substituted for one semester of U.S. History (HIST 141 or HIST 142) to satisfy degree requirements.

Total Minimum Credits Required for a Music Degree.....71/72

Note: This section replaces the Associate in Arts Degree, Musical Theatre Program section on pages 52 and 53.

**MUSICAL THEATRE**  
Associate in Arts Degree Program

Course Number	Course Title	Lecture Hours	Lab Hours	Course Credits
<b>First Semester</b>				
MUSC 125X	✓ Applied Music: Voice	1	4	2
*MUSC 131	✓ Class Piano	1	1	1
MUSC 154	✓ Musical Theatre	1	4	1
DRAM 130	✓ Introduction to Theatre Arts	3	2	3
DRAM 250	✓ Theatre Speech	3	0	3
PHED 125C	✓ Fundamentals of Movement-Ballet	0	3	1
**HIST 141	✓ The United States to 1877	3	0	3
Elective	✓ College Level	3	0	3
		<u>15</u>	<u>14</u>	<u>17</u>
<b>Second Semester</b>				
MUSC 125Y	✓ Applied Music: Voice	1	4	2
MUSC 132*	✓ Class Piano	1	1	1
MUSC 112	✓ Survey of Music Literature	3	0	3
DRAM 112	✓ Rehearsal and Performance	0	6	2
DRAM 140	✓ Introduction to Acting	2	4	3
PHED 126E	✓ Fundamentals of Movement -Modern Dance	0	3	1
HIST 142**	✓ The United States Since 1877	3	0	3
GOVT 211	✓ American National and State Governments I	3	0	3
		<u>13</u>	<u>18</u>	<u>18</u>
<b>Third Semester</b>				
MUSC 225X	✓ Applied Music: Voice	1	4	2
MUSC 155	✓ Musical Theatre	1	4	1
MUSC 141	✓ Music Theory	3	0	3
MUSC 121	✓ Ear Training and Sight Singing	0	3	2
DRAM 150	✓ Stage Make-Up	2	4	3
PHED 225F	✓ Fundamentals of Movement-Jazz	0	3	1
ENGL 121	✓ Composition and Rhetoric I	3	0	3
DRAM 212	✓ Rehearsal and Performance	0	6	1
		<u>10</u>	<u>24</u>	<u>16</u>
<b>Fourth Semester</b>				
MUSC 225Y	✓ Applied Music: Voice	1	4	2
MUSC 122	✓ Ear Training and Sight-Singing	0	3	2
DRAM 240	✓ Advanced Acting	2	4	3
PHED 226G	✓ Fundamentals of Movement-Tap	0	3	1
GOVT 212	✓ American National and State Governments II	3	0	3
ENGL 122	✓ Composition and Rhetoric II	3	0	3
Elective	✓ College Level Math or Science	3	0-3	3-4
		<u>12</u>	<u>14-17</u>	<u>17-18</u>

\*MUSC 115X, 115Y, 215X, 215Y may be substituted.  
\*\*One semester of Texas History (HIST 131 or HIST 132) may be substituted.

Total Minimum Credits Required for a Musical Theatre Degree.....68/69

Note: This section replaces the Associate in Arts Degree, Physical Education Program section on pages 53 and 54.

**PHYSICAL EDUCATION**  
Associate in Arts Degree Program

Course Number	Course Title	Lecture Hours	Lab Hours	Course Credits
<b>First Semester</b>				
ENGL 121	Composition and Rhetoric I	3	0	3
*HIST 141	The U.S. to 1877	3	0	3
MATH 121	College Algebra	3	0	3
PHED 110	Introduction to Physical Education	3	0	3
PHED 130A or PHED 130B	Coaching Basketball			
PHED	Coaching Baseball	3	0	3
PHED	Physical Activity	0	3	1
		<u>15</u>	<u>3</u>	<u>16</u>
<b>Second Semester</b>				
ENGL 122	Composition and Rhetoric II	3	0	3
*HIST 142	The U.S. Since 1877	3	0	3
PHED 120	Personal and Community Health	3	0	3
PSYC 120	General Psychology	3	0	3
PHED	Physical Activity	0	3	1
SOCI 111	Principles of Sociology	3	0	3
		<u>15</u>	<u>3</u>	<u>16</u>
<b>Third Semester</b>				
ENGL 211	Survey of Literature I	3	0	3
BIOL 121	Human Anatomy and Physiology	3	2	4
GOVT 211	American National and State Governments I	3	0	3
PHED 210	First Aid	3	0	3
PHED	Physical Activity	0	3	1
Elective	College Level	3	0	3
		<u>15</u>	<u>5</u>	<u>17</u>
<b>Fourth Semester</b>				
ENGL 212	Survey of Literature II	3	0	3
BIOL 122	Human Anatomy and Physiology	3	2	4
GOVT 212	American National and State Governments II	3	0	3
PHED 220B	Officiating-Basketball, Football	3	0	3
PHED	Physical Activity	0	3	1
SPCH 110	Fundamentals of Speech	3	0	3
		<u>15</u>	<u>5</u>	<u>17</u>

\*One semester of Texas History (HIST 131 or HIST 132) may be substituted.

Total Minimum Credits Required for a Physical Education Degree.....66

Note: This section replaces the Associate in Applied Arts Degree, Communications (Radio Broadcasting) Program section on pages 55 and 56.

**COMMUNICATIONS**  
(Radio Broadcasting)  
Associate in Applied Arts Degree Program

Course Number	Course Title	Lecture Hours	Lab Hours	Course Credits
<b>First Semester</b>				
ENGL 121	Composition and Rhetoric I	3	0	3
COMM 111	Basic Recording Techniques	1	2	3
PHED	Physical Activity	0	3	1
COMM 213	Radio/TV News Workshop	2	3	3
COMM 105	Introduction to Mass Communications	3	0	3
COMM 115	Writing for Mass Media	3	0	3
		<u>12</u>	<u>8</u>	<u>16</u>
<b>Second Semester</b>				
ENGL 122	Composition and Rhetoric II	3	0	3
COMM 112	Advanced Recording Techniques			
or COMM 111A	Intermediate Recording Techniques	1	2	3
COMM 222	Public Relations	3	0	3
PHED	Physical Activity	0	3	1
COMM 211	Radio Production	1	3	3
MATH 120	Mathematics of Finance	3	0	3
		<u>11</u>	<u>8</u>	<u>16</u>
<b>Third Semester</b>				
ENGL 211	Survey of Literature I	3	0	3
GOVT 211	American National and State Governments I	3	0	3
COMM 212	Principles of Advertising	3	0	3
COMM 230	Practicum in Electronic Media-Radio	0	6	4
*HIST 141	The U.S. to 1877	3	0	3
		<u>12</u>	<u>6</u>	<u>16</u>
<b>Fourth Semester</b>				
SPCH 110	Fundamentals of Speech	3	0	3
GOVT 212	American National and State Governments II	3	0	3
BIOL 110	Environmental Conservation	3	0	3
*HIST 142	The U.S. Since 1877	3	0	3
COMM 224	Radio and TV Announcing	3	0	3
Elective	College Level	3	0	3
		<u>18</u>	<u>0</u>	<u>18</u>

\*One semester of Texas History (HIST 131 or HIST 132) may be substituted.

Total Minimum Credits Required for a Communications Degree .....66

Note: This section replaces the Associate in Applied Arts Degree, Communications (Sound Reinforcement & Recording) Program section on pages 56 and 57.

**COMMUNICATIONS  
(Sound Reinforcement & Recording)  
Associate in Applied Arts Degree Program**

Course Number	Course Title	Lecture Hours	Lab Hours	Course Credits
<b>First Semester</b>				
ENGL 121	Composition and Rhetoric I	3	0	3
*HIST 141	The U.S. to 1877	3	0	3
COMM 111	Basic Recording Techniques	1	2	3
COMM 105	Introduction to Mass Communications	3	0	3
MUSC 110	Introduction to Music	3	0	3
or				
MUSC 111	Survey of Music Literature	3	1	3
Elective	College Level	<u>3</u>	<u>0</u>	<u>3</u>
		16	2-3	18
<b>Second Semester</b>				
ENGL 122	Composition and Rhetoric II	3	0	3
COMM 111A	Intermediate Recording Techniques	1	2	3
MUSC 112	Survey of Music Literature	3	1	3
or				
MUSC 120	Music Appreciation	3	0	3
PHED	Physical Activity	0	3	1
ELEC 110	Introduction to Electronic Technology	3	3	4
COMM 211	Radio Production	<u>1</u>	<u>3</u>	<u>3</u>
		11	11-12	17
<b>Third Semester</b>				
ENGL 211	Survey of Literature I	3	0	3
GOVT 211	American National and State Governments I	3	0	3
*HIST 142	The U.S. Since 1877	3	0	3
COMM 235	Practicum in Electronic Media-Recording	0	6	4
COMM 112	Advanced Recording Techniques	1	2	3
PHED	Physical Activity	<u>0</u>	<u>3</u>	<u>1</u>
		10	11	17
<b>Fourth Semester</b>				
SPCH 110	Fundamentals of Speech	3	0	3
GOVT 212	American National and State Governments II	3	0	3
COMM 236	Practicum in Electronic Media-Recording	0	6	4
MATH 120	Mathematics of Finance	3	0	3
BIOL 110	Environmental Conservation	<u>3</u>	<u>0</u>	<u>3</u>
		12	6	16

\*One semester of Texas History (HIST 131 or HIST 132) may be substituted.  
Total Minimum Credits Required for a Communications Degree .....68

Note: This section replaces the Associate in Applied Arts Degree, Communications (Sound Reinforcement & Recording) Program section on page 58.

**COMMUNICATIONS  
(Television)  
Associate in Applied Arts Degree Program**

Course Number	Course Title	Lecture Hours	Lab Hours	Course Credits
<b>First Semester</b>				
ENGL 121	Composition and Rhetoric I	3	0	3
COMM 224	Radio and TV Announcing	3	0	3
PHED	Physical Activity	0	3	1
COMM 113	TV Production I	3	0	3
COMM 105	Introduction to Mass Communications	3	0	3
DRAM 201	Development of the Motion Picture	<u>2</u>	<u>2</u>	<u>3</u>
		14	5	16
<b>Second Semester</b>				
ENGL 122	Composition and Rhetoric II	3	0	3
COMM 222	Public Relations	3	0	3
PHED	Physical Activity	0	3	1
COMM 115	Writing for Mass Media	3	0	3
COMM 213	Radio/TV News Workshop	2	3	3
COMM 114	TV Production Workshop	<u>3</u>	<u>0</u>	<u>3</u>
		14	6	16
<b>Third Semester</b>				
ENGL 211	Survey of Literature I	3	0	3
GOVT 211	American National and State Governments I	3	0	3
COMM 212	Principles of Advertising	3	0	3
*HIST 141	The U.S. to 1877	3	0	3
COMM 232	Practicum in Electronic Media-TV	<u>0</u>	<u>6</u>	<u>4</u>
		12	6	16
<b>Fourth Semester</b>				
SPCH 110	Fundamentals of Speech	3	0	3
GOVT 212	American National and State Governments II	3	0	3
BIOL 110	Environmental Conservation	3	0	3
*HIST 142	The U.S. Since 1877	3	0	3
MATH 120	Mathematics of Finance	3	0	3
Elective	College Level	<u>3</u>	<u>0</u>	<u>3</u>
		18	0	18

\*One semester of Texas History (HIST 131 or HIST 132) may be substituted.

Total Minimum Credits Required for a Communications Degree .....66

NOTE: This section replaces the Business Administration Associate in Science Degree Program section, pages 60-61.

**BUSINESS ADMINISTRATION**  
Associate in Science Degree Program

Course Number	Course Title	Lecture Hours	Lab Hours	Course Credits
<b>First Semester</b>				
ENGL 121	Composition and Rhetoric I	3	0	3
MATH 121	College Algebra	3	0	3
HIST 141	The U.S. to 1877	3	0	3
SCIENCE	PHYS 121, CHEM 111, or BIOL 111	3	3	4
Elective	College Level	3	0	3
PHED	Physical Activity	0	3	1
		<u>15</u>	<u>6</u>	<u>17</u>
<b>Second Semester</b>				
ENGL 122	Composition and Rhetoric II	3	0	3
MATH 180	Finite Math	3	0	3
HIST 142	The U.S. Since 1877	3	0	3
SCIENCE	PHYS 122, CHEM 112, or BIOL II	2	3	3
CSCI 110	Introduction to Computer Science	3	3	4
PHED	Physical Activity	0	3	1
		<u>15</u>	<u>9</u>	<u>18</u>
<b>Third Semester</b>				
ENGL 211	Survey of Literature I			
or				
ENGL 221	Survey of English Literature I	3	0	3
ACCT 221	Principles of Accounting I	3	1	3
GOVT 211	American National and State Governments I	3	0	3
ECON 111	Principles of Economics I	3	0	3
BUAD 120	Legal Environment of Business	3	0	3
		<u>15</u>	<u>1</u>	<u>15</u>
<b>Fourth Semester</b>				
SPCH 110	Fundamentals of Speech	3	0	3
ACCT 222	Principles of Accounting II	3	1	3
GOVT 212	American National and State Governments II	3	0	3
ECON 112	Principles of Economics II	3	0	3
Elective	College Level	3	0	3
		<u>15</u>	<u>1</u>	<u>15</u>
Total Minimum Credits Required for a Business Administration Degree .....				65

Note: This section replaces the Associate in Science Degree Program section on pages 63 and 64.

**PHYSICAL SCIENCE**  
Associate in Science Degree Program

Course Number	Course Title	Lecture Hours	Lab Hours	Course Credits
<b>First Semester</b>				
CHEM 121	General Chemistry and Analysis	3	4	4
ENGL 121	Composition and Rhetoric I	3	0	3
HIST 141**	The U.S. to 1877	3	0	3
SPCH 110	Fundamentals of Speech	3	0	3
PHED	Physical Activity	0	3	1
*Elective	College Level	3	0	3
		<u>15</u>	<u>7</u>	<u>17</u>
<b>Second Semester</b>				
CHEM 122	General Chemistry and Analysis	3	4	4
ENGL 122	Composition and Rhetoric II	3	0	3
HIST 142**	The U.S. Since 1877	3	0	3
MATH 132	Plane Trigonometry			
or				
MATH 150	Analytic Geometry	3	0	3
Elective	College Level	3	0	3
PHED	Physical Activity	0	3	1
		<u>15</u>	<u>7</u>	<u>17</u>
<b>Third Semester</b>				
CHEM 211	Organic Chemistry I			
or				
PHYS 141	Mechanics and Heat	3	3	4
ENGL 211	Survey of Literature I	3	0	3
GOVT 211	American National and State Governments I	3	0	3
BIOL 111	General Biology I	3	3	4
MATH 213	Differential Calculus	4	0	4
		<u>16</u>	<u>6-7</u>	<u>18</u>
<b>Fourth Semester</b>				
CHEM 212	Organic Chemistry II	3	4	4
or				
PHYS 242	Electricity and Magnetism	3	3	4
ENGL 212	Survey of Literature II	3	0	3
GOVT 212	American National and State Governments II	3	0	3
BIOL 112	General Biology II	3	3	4
MATH 214	Integral Calculus	4	0	4
		<u>16</u>	<u>6-7</u>	<u>18</u>

\* It is recommended that electives be selected from either Chemistry, Physics, Mathematics, or Biology. Physics majors should take MATH 213 the second semester.  
\*\* One semester of Texas History (HIST 131 or HIST 132) may be substituted.

Total Minimum Credits Required for a Physical Science Degree.....70

NOTE: This section replaces the Accounting Associate in Science Degree Program section, page 65.

**ACCOUNTING**  
Associate in Applied Science Degree Program

Course Number	Course Title	Lecture Hours	Lab Hours	Course Credits
<b>First Semester</b>				
ACCT 221	Principles of Accounting I	3	1	3
BUAD 110	Introduction to Business	3	0	3
MATH 120	Mathematics of Finance	3	0	3
ENGL 121	Composition and Rhetoric I	3	0	3
SOCI 111	Principles of Sociology	3	0	3
PHED	Physical Activity	0	3	1
		<u>15</u>	<u>4</u>	<u>16</u>
<b>Second Semester</b>				
ACCT 222	Principles of Accounting II	3	1	3
CSCI 110	Introduction to Computer Science	3	3	4
MMGT 121	Principles of Management	3	0	3
ENGL 122	Composition and Rhetoric II	3	0	3
SECT 130	Business Communications	3	0	3
PHED	Physical Activity	0	3	1
		<u>15</u>	<u>7</u>	<u>17</u>
<b>Third Semester</b>				
ACCT 231	Intermediate Accounting I	3	0	3
ACCT 233	Federal Income Tax Accounting	3	0	3
ECON 111	Principles of Economics I	3	0	3
ACCT 240	Accounting with the Mini-Micro Computer	3	3	3
ACCT 211	Accounting Internship II	1	20	
or Elective	College Level	3	0	3
		<u>13-15</u>	<u>3-23</u>	<u>15</u>
<b>Fourth Semester</b>				
ACCT 232	Intermediate Accounting II	3	0	3
ACCT 234	Managerial Accounting	3	0	3
SPCH 105	Interpersonal Communication	3	0	3
BUAD 120	Legal Environment of Business	3	0	3
Elective	College Level	3	0	3
		<u>15</u>	<u>0</u>	<u>15</u>

Total Minimum Credits Required for Accounting Degree.....63

NOTE: This section replaces the Automotive Technology Associate in Applied Science Degree program section, pages 67-68.

**AUTOMOTIVE TECHNOLOGY**  
Associate in Applied Science Degree Program

Course Number	Course Title	Lecture Hours	Lab Hours	Course Credits
<b>First Semester</b>				
AUTO 101	Basic Automotive	2	4	4
AUTO 111	Internal Combustion Engine	2	4	4
MATH 115	Intermediate Algebra	3	0	3
WELD 121	Arc Welding I	2	6	4
PHED	Physical Activity	0	3	1
		<u>9</u>	<u>17</u>	<u>16</u>
<b>Second Semester</b>				
AUTO 112	Automotive Electricity and Ignition Systems	2	4	4
AUTO 113	Carburetion and Fuel Systems	2	4	4
CSCI 110	Introduction to Computer Science	3	3	4
ENGL 121	Composition and Rhetoric I	3	0	3
PHED	Physical Activity	0	3	1
		<u>10</u>	<u>14</u>	<u>16</u>
<b>Third Semester</b>				
AUTO 202	Automotive Transmissions	2	4	4
AUTO 211	Automotive and Truck Chassis	2	4	4
AUTO 212	Automotive Air Conditioning	2	4	4
SOCI 111	Principles of Sociology	3	0	3
ECON 111	Principles of Economics I	3	0	3
		<u>12</u>	<u>12</u>	<u>18</u>
<b>Fourth Semester</b>				
AUTO 213	Automotive Diagnostic	2	4	4
AUTO 214	Automobile Repair Shop Organization and Management	2	0	2
AUTO 215	Automotive Accessory Equipment	2	4	4
SPCH 105	Interpersonal Communication	3	0	3
Elective	College Level	3	0	3
		<u>12</u>	<u>8</u>	<u>16</u>

Total Credits Required for Automotive Technology Degree.....66



Note: This section replaces the Chemical Technology Cooperative Degree Program with Alvin Community College and Brazosport College section, pages 68, 69, and 70.

### CHEMICAL TECHNOLOGY

Cooperative Degree Program with Alvin Community College and Brazosport College

Degree: Associate in Applied Science (A.A.S.)

Length: Four Semesters (Two-Year) Program

Purpose: This cooperative degree program between Alvin Community College and Brazosport College provides special training and competence in Chemical Technology.

#### Associate of Applied Science Degree

Course Number	Course Title	First Semester	Lecture Hours	Lab Hours	Course Credits
ENGL 121	Composition and Rhetoric I		3	0	3
MATH 121	College Algebra		3	0	3
CHEM 121	Gen Chem & Analysis		3	4	4
SPCH 105	Interpersonal Communications		3	0	3
ORIE 101	Orientation		1	0	1
PHED	Physical Activity		0	3	1
Elective	College Level		<u>3</u>	<u>0</u>	<u>3</u>
			16	7	18
<b>Second Semester</b>					
*ENGL 122	Composition and Rhetoric II		3	0	3
MATH 210	Statistics or Approved MATH elective		3	0	3
CHEM 122	Gen Chem & Analysis		3	4	4
**CSCI 110	Intro to Computer Sci		3	3	4
**PHYS 121	General Physics I		3	3	4
PHED	Physical Activity		<u>0</u>	<u>3</u>	<u>1</u>
			15	13	19

#### Third Semester

Coordinate with Brazosport Counselor  
Brazosport College catalog available in ACC Counseling Center

#### Fourth Semester

Coordinate with Brazosport Counselor  
Brazosport College catalog available in ACC Counseling Center

This will substitute for ENGL 2311 Technical Communications at Brazosport College  
\*\*INST 1301 Principles of Industrial Measurements (Brazosport College)  
\*\*CHEM 2472 Industrial Chemistry (Brazosport College)

Note: Students who intend to complete this program within two years should concurrently enroll at Brazosport and take INST 1301 AND CHEM 2472 rather than CSCI 110 AND PHYS 121. Student should also check with Brazosport College for possibility of taking these courses in the summer following the first year at Alvin Community College.

Note: Descriptions of all courses taught by Alvin are located within the appropriate department description of courses. Description of all courses taught by Brazosport College are located in Brazosport's catalog.

Total Credits Required for a Chemical Technology Degree .....65

NOTE: This section replaces the Computer Science Technology Associate in Applied Science Degree Program section, pages 72-73.

### COMPUTER SCIENCE TECHNOLOGY

Associate in Applied Science Degree Program

Course Number	Course Title	First Semester	Lecture Hours	Lab Hours	Course Credits
CSCI 110	Introduction to Computer Science		3	3	4
CSCI 112	FORTRAN Programming		3	3	4
or					
CSCI 114	BASIC Programming		3	1	3
ACCT 221	Principles of Accounting I		3	0	3
HIST 141	U.S. History to 1877				
MATH 121	College Algebra				
or					
MATH 180	Finite Mathematics		<u>3</u>	<u>0</u>	<u>3</u>
			15	7	17
<b>Second Semester</b>					
CSCI 120	RPG Programming		3	3	4
CSCI 130	COBOL Programming		3	3	4
ACCT 222	Principles of Accounting II		3	1	3
MATH 132	Plane Trigonometry				
or					
MATH 190	Analysis		3	0	3
Elective	College Level		<u>3</u>	<u>0</u>	<u>3</u>
			15	7	17
<b>Third Semester</b>					
CSCI 230	Advance COBOL Programming		3	3	4
CSCI	Sophomore Level Elective		3	0-3	3-4
ENGL 121	Composition and Rhetoric I		3	0	3
PHED	Physical Activity		0	3	1
Elective	College Level		<u>3</u>	<u>0</u>	<u>3</u>
			12	6-9	14-15
<b>Fourth Semester</b>					
CSCI 280	Data Base <i>or elective *</i>		3	3	4
SPCH 110	Fundamentals of Speech		3	0	3
ENGL 122	Composition and Rhetoric II		3	0	3
PHED	Physical Activity		0	3	1
Elective	College Level		<u>3</u>	<u>0</u>	<u>3</u>
			12	6	14
Total Credits Required for a Computer Science Degree.....					62-63

Pending Coordinating Board Approval.

*\* ACC MEMO 11-22-89 to JB from GP*

NOTE: This section replaces the Computer Science (Computer Systems Technology) Associate in Applied Science Degree Program section, pages 74-75.

**COMPUTER REPAIR TECHNOLOGY**  
Associate in Applied Science Degree Program

Course Number	Course Title	Lecture Hours	Lab Hours	Course Credits
<b>First Semester</b>				
ELEC 120	DC Theory & Circuit Analysis	3	3	4
ELEC 140	Electronic Devices & Circuits	3	3	4
CSCI 112	FORTRAN Programming	3	3	4
MATH 121	College Algebra	3	0	3
ENGL121	Composition & Rhetoric I	3	0	3
		<u>15</u>	<u>9</u>	<u>18</u>
<b>Second Semester</b>				
ELEC 130	AC Theory & Circuit Analysis	3	3	4
ELEC 220	Digital Integrated Circuits	3	3	4
CSCI 250	Assembly Language Program	3	3	4
MATH 132	College Trigonometry	3	0	3
SOCI 111	Principles of Sociology	3	0	3
		<u>15</u>	<u>9</u>	<u>18</u>
<b>Third Semester</b>				
ELEC 210	Linear Integrated Circuits	3	3	4
ELEC 290	Computer Controlled Systems	3	3	4
CSCI 200	C Language Programming	3	3	4
ENGL 260	Technical Communication	3	0	3
PHED	Physical Activity	0	3	1
		<u>12</u>	<u>12</u>	<u>16</u>
<b>Fourth Semester</b>				
ELEC 291	Microprocessor Hardware Interfacing	3	3	4
ELEC	Electronics Elective	3	3	4
SPCH 110	Fundamentals of Speech	3	0	3
PHED	Physical Activity	0	3	1
Elective	College Level	3	0	3
		<u>12</u>	<u>9</u>	<u>15</u>
Total Credits Required for Computer Systems Degree.....				67

*Testing: 16 ACT Composite  
380+ Engl SAT  
64th percentile on acc L.P.T.*

This section replaces the Court Reporting Associate in Applied Science Degree program section, pages 78-79.

**COURT REPORTING**  
Associate in Applied Science Degree Program

Course Number	Course Title	Lecture Hours	Lab Hours	Course Credits
<b>First Semester</b>				
CTRP 111	Machine Shorthand Theory and Transcription	6	4	5
CTRP 121	Law and Legal Terminology	4	1	3
ENGL 121	Composition and Rhetoric I	3	0	3
CTRP 141*	Grammar and Punctuation I	3	2	3
PHED	Physical Activity	0	3	1
		<u>18</u>	<u>13</u>	<u>15</u>
<b>Second Semester</b>				
CTRP 112	Machine Shorthand I and Transcription (60-80-100)	6	4	5
GOVT 211	American National and State Governments I	3	0	3
CTRP 122	Medical Terminology	4	1	3
CTRP 142*	Grammar and Punctuation II	3	2	3
PHED	Physical Activity	0	3	1
		<u>16</u>	<u>10</u>	<u>15</u>
<b>Third Semester</b>				
CTRP 120	Machine Shorthand II and Transcription (120-140)	6	4	5
CTRP 125	Court Reporting Procedures	3	2	3
SOCI 111	Principles of Sociology	3	0	3
CTRP 224	Reporting Technology	3	2	3
		<u>15</u>	<u>8</u>	<u>14</u>
<b>Fourth Semester</b>				
SPCH 105	Interpersonal Communication	3	0	3
CTRP 211	Machine Shorthand III and Transcription (160-180)	6	4	5
CTRP 221	Courtroom Procedures I	3	2	3
CTRP 225	Technical Dictation	3	2	3
Elective	College Level	3	0	3
		<u>18</u>	<u>8</u>	<u>17</u>
<b>Fifth Semester</b>				
CTRP 212	Machine Shorthand IV and Transcription (200-225)	6	4	5
CTRP 240	General Office Practices	3	2	3
BIOL 110	Environmental Conservation	3	0	3
CTRP 222	Courtroom Procedures II	3	2	3
		<u>15</u>	<u>8</u>	<u>14</u>
Total Credits Required for Court Reporting Degree.....				75

\*Students must take CTRP 141 and 142 in the Court Reporting Department regardless of prior English classes completed at ACC or other institutions.

NOTE: This section replaces the Electronic Technology Associate in Applied Science Degree Program section, page 85.

**ELECTRONIC TECHNOLOGY**  
Associate in Applied Science Degree Program

Course Number	Course Title	Lecture Hours	Lab Hours	Course Credits
<b>First Semester</b>				
ELEC 140	Electronic Devices & Circuits	3	3	4
ELEC 220	Digital Integrated Circuits	3	3	4
CSCI 112	FORTRAN Programming	3	3	4
MATH 121	College Algebra	3	0	3
ENGL 121	Composition & Rhetoric I	3	0	3
		<u>15</u>	<u>9</u>	<u>18</u>
<b>Second Semester</b>				
ELEC 250	Advanced Electronic Circuits	3	3	4
ELEC 210	Linear Integrated Circuits	3	3	4
CSCI 250	Assembly Language Program	3	3	4
MATH 132	College Trigonometry	3	0	3
SOCI 111	Principles of Sociology	3	0	3
		<u>15</u>	<u>9</u>	<u>18</u>
<b>Third Semester</b>				
ELEC 290	Computer Controlled Systems	3	3	4
ELEC 260	Communications Circuits and Systems	3	3	4
CSCI 200	C Language Programming	3	3	4
ENGL 260	Technical Communication	3	0	3
PHED	Physical Activity	0	3	1
		<u>12</u>	<u>12</u>	<u>16</u>
<b>Fourth Semester</b>				
ELEC 291	Microprocessor Hardware Interfacing	3	3	4
ELEC	Electronics Elective	3	3	4
SPCH 110	Fundamentals of Speech	3	0	3
PHED	Physical Activity	0	3	1
Elective	College Level	3	0	3
		<u>12</u>	<u>9</u>	<u>15</u>
Total Credits Required for Electronic Technology Degree.....				67

NOTE: This section replaces the Mid-Management Associate in Applied Science Degree Program section, page 90.

**MID-MANAGEMENT**  
Associate in Applied Science Degree Program

Course Number	Course Title	Lecture Hours	Lab Hours	Course Credits
<b>First Semester</b>				
MMGT 111	Supervision	3	0	3
MMGT 112	Internship	1	20	3
ENGL 121	Composition and Rhetoric I	3	0	3
PHED	Physical Activity	0	3	1
MATH 120	Mathematics of Finance	3	0	3
Elective	College Level	3	0	3
		<u>13</u>	<u>23</u>	<u>16</u>
<b>Second Semester</b>				
MMGT 121	Principles of Management	3	0	3
MMGT 122	Internship	1	20	3
SPCH 110	Fundamentals of Speech	3	0	3
PHED	Physical Activity	0	3	1
PSYC 120	General Psychology	0	0	0
or				
BUAD 150	Business Psychology	3	0	3
*Elective	College Level	3	0	3
		<u>13</u>	<u>23</u>	<u>16</u>
<b>Third Semester</b>				
MMGT 123	Small Business Organization and Management	3	0	3
MMGT 212	Internship	1	20	3
SOCI 111	Principles of Sociology	0	0	0
or				
ECON 111	Principles of Economics I	3	0	3
*Electives	College Level	6	0	6
		<u>13</u>	<u>20</u>	<u>15</u>
<b>Fourth Semester</b>				
MMGT 211	Personnel Management	3	0	3
MMGT 222	Internship	1	20	3
GOVT 211	American National and State Governments I	0	0	0
or				
ECON 112	Principles of Economics II	3	0	3
CSCI 110	Introduction to Computer Science	3	3	4
*Elective	College Level	3	0	3
		<u>13</u>	<u>23</u>	<u>16</u>
Total Credits Required for Mid-Management Degree .....				63

\*Electives are ACCT 221, 222, BUAD 110, 120, MATH 180, 190, REAL 230, SECT 121, 150.

16+: ACT Composite - or see pg 95  
 713+: math + verbal SAT

NOTE: This section replaces the Nursing Associate in Applied Science Degree Program section, pages 97-98.

**NURSING**  
 Associate in Applied Science Degree Program

FIRST YEAR				
Course Number	Lecture Course Title	Lab Hours	Course Hours	Course Credits
<b>Fall Semester</b>				
BIOL 121	Anatomy and Physiology I	3	2	4
NURS 110	Introduction to Nursing	4	13	8
PSYC 120	General Psychology	3	0	3
		10	15	15
<b>Spring Semester</b>				
BIOL 122	Anatomy and Physiology II	3	2	4
NURS 211	Medical/Surgical Nursing I	4	16	9
PSYC 130	Child Growth and Development	3	0	3
		10	18	16
<b>Summer Semester I</b>				
ENGL 121	Composition and Rhetoric I	3	0	3
PHED	Physical Activity	0	3	1
		3	3	4
<b>OR</b>				
NURS 130	Psychiatric Nursing	2	6	4
		2	6	4
<b>Summer Semester II</b>				
NURS 130	Psychiatric Nursing	2	6	4
		2	6	4
<b>OR</b>				
ENGL 121	Composition and Rhetoric I	3	0	3
PHED	Physical Activity	0	3	1
		3	3	4
<b>SECOND YEAR</b>				
<b>Fall Semester</b>				
BIOL 225	Microbiology	3	2	4
NURS 212	Medical/Surgical Nursing II	4	16	9
ENGL 122	Composition and Rhetoric II	3	0	3
		10	18	16
<b>Spring Semester</b>				
NURS 213	Maternity Nursing (8 weeks)	4	13	4
NURS 214	Child Health Nursing (8 weeks)	4	13	4
NURS 221	Professional Development	1	2	2
SOCI 111	Principles of Sociology	3	0	3
PHED	Physical Activity	0	3	1
		8	18	14
Total Credits Required for an Associate Nursing Degree .....				69

NOTE: This section replaces the Respiratory Care Associate in Applied Science Degree Program section, pages 102-103.

**RESPIRATORY CARE**  
 Associate in Applied Science Degree

Course Number	Lecture Course Title	Lab Hours	Course Hours	Credits
<b>First Semester (Fall)</b>				
HRTT 109	Cardiopulmonary Anatomy and Physiology	3	0	3
HRTT 111	Introduction to Respiratory Therapy	4	2	4
HRTT 114	Respiratory Therapy Procedures I	3	10	4
HRTT 120	Pharmacology	3	0	3
MATH 115	Intermediate Algebra	3	0	3
		16	12	17
<b>Second Semester (Spring)</b>				
HRTT 116	Clinical Medicine and Pulmonary Disorders	4	2	3
HRTT 117	Respiratory Therapy Procedures II	3	2	4
HRTT 112	Clinical Practical I	0	16	2
BIOL 121	Anatomy and Physiology I	3	2	4
ENGL 121	Composition and Rhetoric I	3	0	3
		13	22	16
<b>Third Semester (Summer Session I)</b>				
ENGL 122	Composition and Rhetoric II	3	0	3
PSYC 120	General Psychology	3	0	3
		6	0	6
<b>Fourth Semester (Summer Session II)</b>				
HRTT 115	Pediatrics	5	0	2
HRTT 210	Clinical Practical IV	0	24	3
		5	24	5
<b>Fifth Semester (Fall)</b>				
HRTT 212	Clinical Practical V	0	16	2
HMLT 123	Medical Microbiology	2	3	3
HRTT 217	Advanced Intensive Care Procedures	3	0	3
HRTT 216	Advanced Pathophysiology	3	0	3
PHED	Physical Activity	0	3	1
		8	22	12
<b>Sixth Semester (Spring)</b>				
HRTT 211	Clinical Management and Education	3	8	3
BIOL 122	Anatomy and Physiology II	3	2	4
PHED	Physical Activity	0	3	1
CHEM 111	Introductory Chemistry I	3	3	4
CSCI 110	Introduction to Computer Science	3	3	4
		12	19	16
<b>Seventh Semester (Summer Session I)</b>				
HRTT 218	Review and Seminar	5	0	1
HRTT 219	Specialty Rotations	0	32	4
		2	32	5
Total Credits Required for a Respiratory Care Degree .....				77

NOTE: This section replaces the Automotive Technology Certificate Program section, pages 112 and 113.

### AUTOMOTIVE TECHNOLOGY

**DEGREE:** Certificate

**LENGTH:** Two-Semester (One-Year) Program

**PURPOSE:** The Certificate in Automotive Technology provides students with an introduction to automotive technology repair and allows persons already engaged in industry to increase their automotive technology knowledge.

**PROGRAM REQUIREMENTS:** The curriculum includes technical courses in automotive mechanics and courses in related subjects as well as general education courses. Each student is urged to consult with the Department Chairperson of Automotive Technology in planning his/her program.

From Group I: Minimum course credits equal to twenty-eight (28) hours.

Course Number	Course Title	Lecture Hours	Lab Hours	Course Credits
AUTO 101	Basic Automotive	2	4	4
AUTO 111	Internal Combustion Engine	2	4	4
AUTO 112	Automotive Electricity & Ignition System	2	4	4
AUTO 113	Carburetion & Fuel System	2	4	4
AUTO 202	Automotive Transmission	2	4	4
AUTO 211	Automotive & Truck Chassis	2	4	4
AUTO 212	Automotive Air Conditioning	2	4	4
AUTO 214	Repair Shop Organization & Management	2	0	2

From Group II: Minimum course credits equal to nine (9) hours.

Course Number	Course Title	Lecture Hours	Lab Hours	Course Credits
AUTO 213	Automotive Diagnosis	2	4	4
AUTO 116	Internship	1	20	3
DRFT 110	Fundamentals of Drafting	2	4	3
MMGT 123	Small Business Organization & Management	3	0	3
WELD 110	Welding Processes	2	6	4

Total Credits Required for Automotive Technology Certificate .....37

NOTE: This section replaces the Welding Certificate Program section, page 130.

### WELDING TECHNOLOGY

**DEGREE:** Certificate

**LENGTH:** Two-Semester (One-Year) Program

**PURPOSE:** The one-year certificate in welding prepares the student for fulltime employment upon certification in the career of welding. The basic objective of the program is to develop the skills in ferrous and non-ferrous metals for employment in construction trades and area industries.

**PROGRAM REQUIREMENTS:** In addition to the general requirements for admission to the College, entry into the Welding Program requires a personal interview with the Welding Department Chairperson.

#### Certificate in Welding Technology

From Group I: Minimum course credits equal to twenty-three (23) hours.

Course Number	Course Title	Lecture Hours	Lab Hours	Course Credits
WELD 110	Welding Processes	2	6	4
WELD 121	Arc Welding I	2	6	4
WELD 251	Pipe Welding	2	6	4
WELD 131	Basic Mig & Tig	2	6	4
WELD 122	Arc Welding II	2	6	4
DRFT 107	Blueprint Reading	3	1	3

From Group II: Minimum course credits equal to eleven (11) hours.

Course Number	Course Title	Lecture Hours	Lab Hours	Course Credits
WELD 231	Advance Mig & Tig	2	6	4
WELD 241	Basic Layout & Design	1	4	3
WELD 242	Advance Layout & Design	1	4	3
WELD 252	Pipe Welding II	2	6	4
DRFT 110	Fundamentals of Drafting	2	4	3

Total Credits Required for Welding Technology Certificate .....34

30