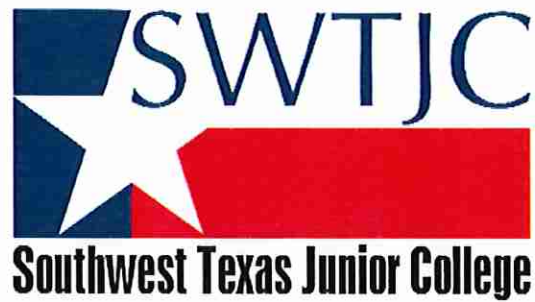


# Southwest Texas Junior College



## 2022-2023 Catalog

Uvalde  
2401 Garner Field Road  
Uvalde, TX 78801  
(830) 278-4401

Del Rio  
207 Wildcat Drive  
Del Rio, TX 78840  
(830) 703-1550

Eagle Pass  
3101 Bob Rogers Drive  
Eagle Pass, TX 78852  
(830) 758-4100

Jack R. Chittim Technical Campus  
1980 North Veterans Boulevard  
Eagle Pass, Texas  
(830) 758-4125

Crystal City  
215 W. Zavala Street  
Crystal City, TX 78839  
(830) 374-3378

South Texas Regional Training Center  
402 Carter Street  
Hondo, TX 78861  
(830) 426-2018

Pearsall  
523 E. Florida Street  
Pearsall, TX 78061  
(830) 334-5004

**SOUTHWEST TEXAS JUNIOR COLLEGE**  
 CALENDAR FOR THE 2022 - 2023 ACADEMIC YEAR  
**FALL SEMESTER 2022**  
 1<sup>st</sup> 8 -Week Semester (August 22<sup>nd</sup> – October 14<sup>th</sup>)

April 4 – August 12.....REGISTRATION

August 5, Friday .....Last Day to Apply for Admission (1<sup>st</sup> 8- week semester)

August 12, Friday, 4:00 p.m. .... Payment Due

August 15 – August 23, Monday - Tuesday .....Late Registration (Pay as you go)

August 17, Wednesday, 8:00 a.m. .... Dormitories Open

August 18, Thursday, 8:30 a.m..... General Faculty Meeting

August 22, Monday, 8:00 a.m. ....First Day of Classes

August 29, Monday .....6<sup>th</sup> Class Day (Official Census Date)

September 5, Monday..... Labor Day Holiday

September 23, Friday, 4:00 p.m. .... Withdrawal Deadline

October 12, Wednesday..... Fall 1<sup>st</sup> 8-Week Semester Final Exams

October 14, Friday, 12:00 p.m. .... All Grades Due

November 4, Friday, 4:00 p.m..... Application Deadline – Fall Graduation

**SOUTHWEST TEXAS JUNIOR COLLEGE**  
 CALENDAR FOR THE 2022-2023 ACADEMIC YEAR

**FALL SEMESTER 2022**  
 16-Week Semester (August 22<sup>nd</sup> – December 9th)

April 4 – August 12.....REGISTRATION

August 5, Friday .....Last Day to Apply for Admission (16 week semester)

August 12, Friday, 4:00 p.m. .... Payment Due

August 15 – August 23, Monday - Tuesday .....Late Registration (Pay as you go)

August 17, Wednesday, 8:00 a.m. .... Dormitories Open

August 18, Thursday, 8:30 a.m..... General Faculty Meeting

August 22, Monday, 8:00 a.m. .... First Day of Classes

September 5, Monday..... Labor Day Holiday

September 7, Wednesday ..... 12<sup>th</sup> Class Day (Official Census Date)

October 14, Friday, 12:00 p.m.....Mid-Semester Grades Due

November 4, Friday, 4:00 p.m.....Application Deadline – Fall Graduation

November 21, Monday, 6:00 p.m..... Withdrawal Deadline

November 23 - 25, Wednesday - Friday..... Thanksgiving Holiday

December 3 - 8, Saturday - Thursday..... Fall Semester Final Exams

December 9, Friday, 12:00 p.m. .... All Grades Due

December 13, Tuesday, 4:00 p.m. ....All offices close for Winter Break

**SOUTHWEST TEXAS JUNIOR COLLEGE**  
 CALENDAR FOR THE 2022 - 2023 ACADEMIC YEAR  
**FALL SEMESTER 2022**  
**2<sup>nd</sup> 8-Week Semester (October 17th – December 9th)**

April 5 – October 7 ..... **EARLY REGISTRATION**

September 30, Friday..... Last Day to Apply for Admission (2<sup>nd</sup> 8-week semester)

September 8 – October 7 ..... Early Registration Resumes

October 7, Friday, 4:00 p.m..... Early Registration Payment Due

October 10 -18, Monday - Tuesday ..... Late Registration (Pay as you go)

October 17, Monday, 8:00 a.m. .... First Day of Classes

October 24, Monday ..... 6<sup>th</sup> Class Day (Official Census Date)

November 4, Friday, 4:00 p.m..... Application Deadline – Fall Graduation

November 21, Monday, 4:00 p.m. .... Withdrawal Deadline

November 23 - 25, Wednesday - Friday ..... Thanksgiving Holiday

December 7, Wednesday ..... Fall 2<sup>nd</sup> 8-Week Semester Final Exams

December 9, Friday, 12:00 p.m. .... All Grades Due

December 13, Tuesday, 4:00 p.m. .... All offices close for Winter Break



**SOUTHWEST TEXAS JUNIOR COLLEGE**  
 CALENDAR FOR THE –2022 - 2023 ACADEMIC YEAR  
**SPRING SEMESTER 2023**  
 1<sup>st</sup> 8 -Week Semester (January 17<sup>th</sup> – March 10<sup>th</sup>)

October 31 – January 6..... REGISTRATION

December 30, Friday ..... Last Day to Apply for Admission (1<sup>st</sup> 8-week semester)

January 2, Monday ..... Offices Open After Christmas Holidays

January 6, Friday, 4:00 p.m. .... Payment Due

January 9 - 18, Monday - Wednesday ..... Late Registration (Pay as you go)

January 10, Tuesday, 8:30 a.m. .... General Faculty meeting

January 11, Wednesday, 8:00 a.m. .... Dormitories Open

January 16, Monday ..... Martin Luther King Jr. Holiday

January 17, Tuesday, 8:00 a.m. .... First Day of Classes

January 24, Tuesday ..... 6<sup>th</sup> Class Day (Official Census Date)

February 18, Friday, 4:00 p.m. .... Withdrawal Deadline

March 8, Wednesday ..... Spring 1<sup>st</sup> 8-week Semester Final Exams

March 10, Friday, 12:00 p.m. .... All Grades Due

March 13 - 17, Monday - Friday ..... Spring Break

March 31, Friday, 4:00 p.m. .... Application Deadline – Spring Graduation

**SOUTHWEST TEXAS JUNIOR COLLEGE**  
 CALENDAR FOR THE –2022 - 2023 ACADEMIC YEAR  
**SPRING SEMESTER 2023**  
 16-Week Semester (January 17<sup>th</sup> – May 12th)

**October 31 – January 6**..... **REGISTRATION**

December 30, Friday ..... Last Day to Apply for Admission (16 week semester)

January 2, Monday ..... Offices Open After Christmas Holidays

January 6, Friday, 4:00 p.m. .... Payment Due

January 9 - 18, Monday - Wednesday ..... Late Registration (Pay as you go)

January 10, Tuesday, 8:30 a.m. .... General Faculty meeting

January 11, Wednesday, 8:00 a.m. .... Dormitories Open

January 16, Monday ..... Martin Luther King Jr. Holiday

January 17, Tuesday, 8:00 a.m. .... First Day of Classes

February 1, Wednesday ..... 12<sup>th</sup> Class Day (Official Census Date)

March 10, Friday, 12:00 p.m. .... Mid-Semester Grades Due

March 13 - 17, Monday - Friday ..... Spring Break

March 31, Friday, 4:00 p.m. .... Application Deadline – Spring Graduation

April 7, Friday ..... Easter Holiday

April 10, Monday, 8:00 a.m. .... Offices open/classes resume after Easter Holiday

April 21, Friday, 4:00 p.m. .... Withdrawal Deadline

May 6 - 11, Saturday - Thursday ..... Spring Semester Final Exams

May 11, Thursday 12:00 p.m. .... All Grades Due

May 12, Friday, 4:00 p.m. .... Spring Semester Closes

TBA ..... Commencement

**SOUTHWEST TEXAS JUNIOR COLLEGE**  
 CALENDAR FOR THE –2022 - 2023 ACADEMIC YEAR  
**SPRING SEMESTER 2023**  
 2<sup>nd</sup> 8 -Week Semester (March 20 – May 12<sup>th</sup>)

October 31 – March 3.....EARLY REGISTRATION

March 3, Friday .....Last Day to Apply for Admission (16 week semester)

February 2 – March 3 .....Early Registration Resumes

March 3, Friday, 4:00 p.m. .... Early Registration Payment Due

March 6 - 21, Monday - Tuesday .....Late Registration (Pay as you go)

March 13 - 17, Monday - Friday ..... Spring Break

March 20, Monday, 8:00 a.m. .... First Day of Classes

March 27, Monday .....6<sup>th</sup> Class Day (Official Census Date)

March 31, Friday, 4:00 p.m. .... Application Deadline – Spring Graduation

April 7, Friday ..... Easter Holiday

April 10, Monday, 8:00 a.m. .... Offices open/classes resume after Easter Holiday

April 21, Friday, 4:00 p.m. .... Withdrawal Deadline

May 10, Wednesday .....Spring 2<sup>nd</sup> 8-Week Semester Final Exams

May 11, Thursday 12:00 p.m. .... All Grades Due

May 12, Friday, 4:00 p.m. .... Spring Semester Closes  
 7:00 p.m..... Commencement

Commencement..... TBA

**SOUTHWEST TEXAS JUNIOR COLLEGE**  
 CALENDAR FOR 2022 - 2023 ACADEMIC YEAR  
 Classes will be held Monday through Thursday

**SUMMER SESSION I – 2023**  
 (FIRST TERM - SIX WEEKS)

April 3 – May 26 .....REGISTRATION

May 19, Friday ..... Last Day to Apply for Admission (Summer I)

May 26, Friday, 4:00 p.m. .... Payment Due

May 29, Monday ..... Memorial Day

May 30 – June 6, Tuesday – Tuesday.....Late Registration (Pay as you go)

June 5, Monday, 8:00 a.m. .... First Day of Classes

June 8, Thursday.....4<sup>th</sup> Class Day (Official Census Date)

June 27, Tuesday, 6:00 p.m. .... Withdrawal Deadline

July 4, Tuesday ..... 4<sup>th</sup> of July Holiday

July 11, Tuesday ..... Summer I Final Exams

July 12, Wednesday, 12:00 p.m..... Grades Due  
 End of Summer Session I

**SUMMER SESSION II – 2023**  
 (SECOND TERM - SIX WEEKS)

April 4 – June 30 .....Registration

June 30, Friday ..... Last Day to Apply for Admission (Summer II)  
 4:00 p.m..... Payment Due

July 3 – July 13, Thursday - Thursday .....Late Registration (Pay as you go)

July 13, Thursday, 8:00 a.m. .... First Day of Classes

July 19, Wednesday.....4<sup>th</sup> Class Day (Official Census Date)

August 4, Friday, 4:00 p.m. .... Withdrawal Deadline/  
 Application Deadline – Summer Graduation

August 17, Thursday ..... Summer II Final Exams

August 18, Friday, 12:00 p.m. .... Grades Due  
 End of Summer Session II



## BOARD OF TRUSTEES

	Term Expires
Harry O. Watkins, Uvalde .....	President, May 2028
Antonio H. Rivera, Crystal City .....	Secretary, May 2028
Tony Moreno, Uvalde .....	May 2026
Maria Elena Lara, Uvalde.....	May 2024
Victor Lopez, Crystal City .....	May 2024
Anita Shackelford, Leakey .....	May 2024

## OFFICERS OF ADMINISTRATION

Dr. Hector E. Gonzales.....	President
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Gilbert S. Bermea .....	Vice-President, Eagle Pass
A.A., Southwest Texas Junior College B.S., Southwest Texas State University M.Ed., Sul Ross State University L.P.C.	
Connie Wooldridge Buchanan.....	Vice-President, Del Rio
A.A., Southwest Texas Junior College B.B.A. & M.B.A., Sul Ross State University – Rio Grande College	
Margot H. Mata .....	Vice-President for Student Services
A.A., Southwest Texas Junior College B.B.A., Southwest Texas State University M.Ed., Sul Ross State University – Rio Grande College	
Michael Derek Sandoval .....	Vice-President of Administrative Services
B.S., Texas Tech University M.Ed., Southwest Texas State University	
Dr. Randa F. Schell .....	Chief of Staff
B.B.A., Texas State University M.Ed., Sul Ross State University – Rio Grande College Ed.D., Texas A&M University – Corpus Christi	
Anne H. Tarski .....	Vice-President of Finance
B.B.A., University of Texas at Austin J.D., University of Houston College of Law	
Dr. Mark E. Underwood.....	Vice-President of Academic Affairs
B.A., University of Texas – Austin M.A., Temple University Ph.D., University of North Texas	



**DEANS**

- Dean, Instructional Services and School District Partnerships.....Charles Garabedian  
B.A. & M.A., Sul Ross State University  
M.Ed., Angelo State University
- Dean, College of Applied Sciences and Workforce Education ..... Juan Guzman  
A.A., Southwest Texas Junior College  
B.A., University of Texas – San Antonio  
M.Ed., Sul Ross State University
- Dean, College of Liberal Arts and Adult Education and Literacy.....Dr. Cheryl Sanchez  
B.B.A., Texas Tech University  
M.Ed., Sul Ross State University – Rio Grande College  
Ed.D., University of Texas – San Antonio

**DIVISION CHAIRS**

- Allied Health and Human Services ..... Jesus R. Suarez  
A.A.S., Southwest Texas Junior College  
B.S. & M.S., Sul Ross State University
- Arts and Sciences ..... To Be Filled
- Business, Industrial, and Technology Studies ..... Luis Fernandez  
A.A.S., Southwest Texas Junior College  
B.A.A.S., Texas A&M University – Kingsville,  
M.Ed., Sul Ross State University – Rio Grande College
- Social & Behavioral Sciences..... April S. Ruhmann  
B.B.A., Tarleton State University  
M.B.A., Sul Ross State University – Rio Grande College

**DIRECTORS, SUCCESS COACHES & OTHER PROFESSIONALS**

**Academic Advisor** ..... Jesus Castorena, III

B.A., Sul Ross State University – Rio Grande College  
M.Ed., Sul Ross State University

Admissions Specialist..... Amanda Santos

A.A., Southwest Texas Junior College  
B.S., Sul Ross State University – Rio Grande College

Adult Education, Literacy, and Developmental Studies Director..... Joe C. Barker

B.S., Angelo State University  
M.Ed., Sul Ross State University

Assessment Coordinator ..... Carol LaRue

A.A., Del Mar College  
B.A., Texas A & M University- Corpus Christi

Associate Degree Nursing Director ..... Rolando Lira

A.A.S., Howard College  
B.S.N., University of Texas Health Science Center at San Antonio  
M.A., Dallas Theological Seminary  
M.S.N. Texas A&M University – Corpus Christi

**Buildings and Grounds Director**..... Albino Salinas, Jr.

Business Office Director ..... Irma G. Garcia

A.A.S., Southwest Texas Junior College  
B.A., Sul Ross State University – Rio Grande College

Chief of Police..... Jimmy Calliham

Child Development Center Director ..... Christine M. Chapoy

Controller ..... Lisa Ermis

B.B.A., Stephen F. Austin State University  
Certified Public Accountant

**Data Management/Integration Officer**..... David Conde

A.A.S., Southwest Texas Junior College  
B.B.A. & M.B.A., Sul Ross State University – Rio Grande College

**Enterprise Resource Planning Systems Specialist**..... Denise Oden

A.A. & A.A.S., Southwest Texas Junior College

**EOC Education Specialist** ..... Marvin D. Boyles

A.A., Southwest Texas Junior College  
B.A.A.S., Texas Tech University

EOC Education Specialist ..... Maria L. De Hoyos

A.A. & A.A.S., Southwest Texas Junior College  
B.B.A., Sul Ross State University – Rio Grande College

EOC **Project Director** ..... Omar Iracheta  
A.A., Southwest Texas Junior College  
B.A., Sul Ross State University – Rio Grande College

Facilities Director, Crystal City Instructional Facility ..... Cruz O. Mata  
A.A., Southwest Texas Junior College  
B.A. & M.Ed., Sul Ross State University – Rio Grande College

**Facilities Superintendent** ..... Kirk M. Palermo

First Year Experience Coordinator ..... Olivia L. Guerrero-Rish  
B.A., Texas A&M University

Food Service Manager/Cook ..... Steven L. Garner

**Full STEaM Head/Grants Manager** ..... Krystal S. Ballesteros  
A.A., Southwest Texas Junior College  
B.A. & M.Ed., Sul Ross State University – Rio Grande College

Human Resources Coordinator ..... Oscar S. Garcia

**Information Technology** Canvas Applications Administrator ..... Alyssa A. Gonzales  
B.B.A., Sul Ross State University – Rio Grande College  
M.S., Texas A&M International University

Information Technology **Operations & Infrastructure** Director ..... Frankie N. Pannell  
A.A.S., ITT Technical Institute

Institutional Effectiveness Director ..... **To Be Filled**

Law Enforcement Academy Coordinator ..... Johnny J. Field  
A.A.S., Southwest Texas Junior College  
B.A.S., Sul Ross State University

Library Director ..... Brenda M. Cantu  
AA, Southwest Texas Junior College  
B.A., Ashford University  
M.L.S., Texas Woman’s University

Librarian I, Uvalde ..... Rebekah A. Garza  
A.A., Southwest Texas Junior College  
B.A., Sul Ross State University – Rio Grande College

Librarian II, Crystal City ..... Melissa A. Alvarado  
A.A., Southwest Texas Junior College  
B.A., Sul Ross State University – Rio Grande College  
M.S., University of North Texas

Librarian II, Eagle Pass ..... Julie Pace-Monsivais  
A.A. & A.A.T, Southwest Texas Junior College  
B.A., Sul Ross State University – Rio Grande College  
M.L.S., Texas Woman’s University

Library Manager, Del Rio ..... **To Be Filled**

Outreach Coordinator ..... Savanna **Martinez**  
A.A., Southwest Texas Junior College  
B.B.A. & M.Ed., Sul Ross State University



Outreach Coordinator ..... Damacio (Tito) Sanchez  
A.A., Southwest Texas Junior College  
B.B.A., Texas State University

Outreach Director ..... Michelle Torres  
A.A., Southwest Texas Junior College  
B.A. & M.Ed., Sul Ross State University – Rio Grande College

Patient Care Technician Coordinator.....Judy F. Gonzales  
A.A.S., Southwest Texas Junior College  
Diploma, Brightwood College

Physical Plant Assistant Director ..... Jesse Martinez  
B.B.A., Sul Ross State University

Professional Development Officer ..... **Dr. Renee T. Zimmerman**  
**B.A. & M.Ed., Sul Ross State University – Rio Grande College**  
**Ed.D., The University of Texas at San Antonio**

Purchasing Clerk ..... Sarah Whitehead

Radiologic Technology Coordinator ..... Bonnie S. Clinebell Esquivel  
A.S., Empire State College  
B.S., Clarkson College  
M.S., Thomas Jefferson University

Registrar ..... Steve R. Martinez  
A.A. & A.A.S., Southwest Texas Junior College  
B.A. & M.Ed., Sul Ross State University – Rio Grande College

Registrar Specialist.....Rosalinda Lara  
A.A. & A.A.S., Southwest Texas Junior College  
B.A.S., Sul Ross State University – Rio Grande College

Research Associate I.....Santa G. Cruz  
A.A., Southwest Texas Junior College  
B.A.S., Sul Ross State University – Rio Grande College

Research Associate..... Marcos Gonzales  
A.A.S., Southwest Texas Junior College

Rodeo Coach ..... Joe D. Almand  
A.S., Sam Houston State University  
B.S., Tarleton State University

**Senior Director of Student Success Services**..... Ysenia Silva  
A.A., Southwest Texas Junior College  
B.A. & M.Ed., Sul Ross State University – Rio Grande College

STEM Outreach Coordinator..... To Be Filled

**STEM Success Coach**..... **Clara Encinia**  
**B.S., The University of Texas at San Antonio**

Student Financial Aid Advisor, Del Rio..... Rene D. Maldonado  
A.A.S., Southwest Texas Junior College  
B.A.S., Sul Ross State University

Student Financial Aid Advisor, Uvalde..... Concepcion Silva  
A.A. & A.A.S., Southwest Texas Junior College  
B.A. & M.Ed., Sul Ross State University – Rio Grande College

Student Financial Aid Advisor, Uvalde..... Maria I. Ybarra  
A.A., Southwest Texas Junior College  
B.B.A., Sul Ross State University

Student Financial Aid Advisor, Uvalde..... Barry Zimmerman  
A.A., Southwest Texas Junior College  
B.B.A., Texas Tech University

Student Financial Aid Assistant Director, Uvalde..... Cynthia A. Martinez  
A.A. & A.A.S., Southwest Texas Junior College  
B.B.A. & M.Ed., Sul Ross State University – Rio Grande College

Student Financial Aid Director..... Yvette Mirelez  
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B.A. & M.Ed., Sul Ross State University – Rio Grande College

Student Support Services Academic Advisor..... Marysa M. Martinez  
A. A., Southwest Texas Junior College  
B.A., Sul Ross State University – Rio Grande College  
M.A., University of the Incarnate Word

Student Support Services Project Director ..... Faith M. Ibarra  
B.A., The University of Texas at Austin  
M.Ed., Sul Ross State University – Rio Grande College

Student Support Services Project **Coordinator**..... Ryan Alldritt  
B.A., Sul Ross State University – Rio Grande College

**Success Coach**, Del Rio..... Sandra Colombo  
A.S., Austin Community College  
B.A.S., Sul Ross State University – Rio Grande College

**Success Coach**, Del Rio.....Eva K. De Anda  
A. A. & A.A.S., Southwest Texas Junior College  
B.A.A.S., University of the Incarnate Word  
M.B.A., University of Phoenix  
M.Ed., Sul Ross State University – Rio Grande College

**Success Coach**, Del Rio.....Laura Gloria  
A.A., Southwest Texas Junior College  
B.A., & M.B.A., Sul Ross State University – Rio Grande College

**Success Coach**, Eagle Pass ..... Samantha D. Alfaro  
A.A. & A.S. Southwest Texas Junior College  
B.A. & M.Ed., Sul Ross State University

**Success Coach**, Eagle Pass ..... Dorylee E. Baez-Nieves  
B.A., University of Puerto Rico - Rio Piedras

**Success Coach**, Eagle Pass ..... Claudia V. De la Garza  
B.A., Sul Ross State University – Rio Grande College

**Success Coach**, Eagle Pass ..... Areli Fisher  
B.F.A, Syracuse University  
M.Ed., Sul Ross State University



Success Coach, Eagle Pass ..... Alexya M. Herrera  
A.A., Southwest Texas Junior College  
B.A., Sul Ross State University

Success Coach, Eagle Pass/Holistic Advising Lead ..... Claudia Valdez  
B.A., The University of Texas at Austin  
M.Ed., Sul Ross State University

Success Coach, Uvalde ..... Phillip Botello  
A.A., Southwest Texas Junior College  
B.S., Texas State University  
M.S., Sul Ross State University – Rio Grande College

Success Coach, Uvalde/Special Programs Lead ..... Ana Lisa Conde  
B.A., Texas A&M International University  
M.Ed., Sul Ross State University – Rio Grande College

Success Coach/Continuing Technical Education (CTE) Advisor ..... Luis F. Ruiz  
A.A. & A.A.S., Southwest Texas Junior College  
B.S. & M.S., Our Lady of the Lake University

Success Coach/Disability Services and Mental Health Lead ..... Teresa M. Crow  
B.A., Sul Ross State University – Rio Grande College

Success Coach/Transfer and Career Lead ..... Rosy Rodriguez  
A.A., Southwest Texas Junior College  
B.S. & M.Ed., Sul Ross State University – Rio Grande College

Title V Activity Coordinator ..... Vanessa Gutierrez  
A.A., Southwest Texas Junior College  
B.B.A., Sul Ross State University

Upward Bound Project Advisor ..... Gilbert Betancourt  
B.A., Sul Ross State University

Upward Bound Project Advisor ..... Juan Sandoval  
B.S., Sul Ross State University

Upward Bound Project Director ..... Jaime Nevarez  
B.A., Ashford University  
M.Ed., Sul Ross State University

Vocational Nursing Director ..... Amanda Hadley  
A.A., Southwest Texas Junior College  
B.S.N., University of Texas School of Nursing  
M.Ed., Sul Ross State University  
M.S.N., University of the Incarnate Word

Web Presence Coordinator ..... Andrea Flores  
A.A. & A.A.S., Southwest Texas Junior College  
B.A.A.S., Texas A&M University - Kingsville

Workforce Training & Development Director – Eagle Pass ..... Kristel Gonzalez de Sanchez  
B.B.A., Universidad Autonoma de Nuevo Leon

Workforce Training & Development Business Service Rep. .... Marisa E. Hinojosa  
B.S., Minnesota State University – Mankato

**FACULTY OF INSTRUCTION**

- Valerie M. Acuna-Ruiz .....English  
B.A. & M.A., Sul Ross State University – Rio Grande College
- Manuel C. Alejandro ..... Business Administration/Computer Science/  
A.A.S. & A.A., Southwest Texas Junior College  
B.A., University of Texas at Austin  
M.B.A., Our Lady of the Lake University
- Nikol A. Alejandro .....Developmental Studies/Education  
A.A., Southwest Texas Junior College  
B.A. & M.Ed., Sul Ross State University – Rio Grande College
- Deanna J. Allen .....Reading  
B.A. & M.Ed., Sul Ross State University – Rio Grande College
- Isabel C. Alvarez ..... Health Science Technology/Nurse Aide Training  
Certificate, Southwest Texas Junior College
- Grecia Y. Amaya .....Health Occupations  
Certificate, Brightwood College
- Juan O. Aviles ..... Automotive Technology  
A.A., Southwest Texas Junior College  
B.B.A., Sul Ross State University
- Kathryn S. Ayala ..... Psychology/Sociology  
B.A. & M.S., Texas A&M University – Kingsville
- Rodolfo Ballesteros ..... Powerline Technician
- Twila Barnett ..... Business Administration/Economics  
B.S., Texas Tech University  
M.B.A., Sul Ross State University
- Irene Barrera ..... Patient Care Technician  
Certificate, Texas Careers
- Glenda C. Berrones .....Art  
A.A.S., Southwest Texas Junior College  
B.F.A. & M.S., Texas A&M University – Kingsville
- Vanessa M. Briones .....Cosmetology  
Certificate, Southwest Texas Junior College
- David R. Burchfield ..... Mathematics  
B.S., Texas Tech University  
M.S., The University of Texas at San Antonio
- Brett E. Butzke ..... History  
B.A. & M.A., Sul Ross State University
- Victor Caballero .....Diesel Technology  
Certificate, Southwest Texas Junior College

Janna Calk ..... Associate Degree Nursing  
B.S.N., University of Mary Hardin – Baylor  
M.S.N., Wilkes University

Raul Cano ..... Automotive Technology  
A.A.S., Southwest Texas Junior College

Mario Cardenas ..... History  
B.A. & M.A., Texas A & M University – Kingsville

Cynthia M. Castillo ..... Associate Degree Nursing  
Certificate, Southwest Texas Junior College  
B.S.N, The University of Texas at El Paso  
M.S.N., Texas A&M University – College Station

Richard Cisneros ..... Welding Technology  
Certificate & A.A.S., Laredo Community College  
B.A.A.S., Texas A & M University – Kingsville

Lorie R. Compton ..... Child Development  
B.A., Texas Lutheran University  
M.Ed., Sul Ross State University – Rio Grande College

Christina M. Crowley ..... Patient Care Technician  
Certificate, Blinn College

Carin M. Cruz ..... Biology  
B.S. & M.S., University of Helsinki

Sonia D. Cruz ..... Associate Degree Nursing  
A.S., Ridgewater College  
B.S., Bethel University  
M.S.N., Western Governors University

Richard Davis ..... Mathematics  
B.A., University of Texas – Austin  
M.A. & M.S., University of Texas – San Antonio

Idalia De La Cruz ..... Mathematics  
A.A., Southwest Texas Junior College  
B.S. & M.Ed., Sul Ross State University

Jessica De La Luz ..... Cosmetology  
Certificate, Southwest Texas Junior College

Olga C. De La Torre ..... Vocational Nursing  
AA.S, Southwest Texas Junior College

Dr. James E. Delgado ..... Biology  
B.S., Texas A&M International University  
Ph.D., Iowa State University

Alicia De Los Santos ..... Associate Degree Nursing  
B.S.N., The University of Texas Health Science Center at San Antonio  
M.S.N., Texas A&M University – Corpus Christi

Beco Diaz ..... Law Enforcement Academy  
A.A., Southwest Texas Junior College

Carlos Diaz.....	History
A.A., Southwest Texas Junior College B.A., Sul Ross State University M.S., Texas A & M University	
Dr. Aide Escamilla .....	Reading
A.A., Southwest Texas Junior College B.S., Southwest Texas State University M.Ed., The University of Texas at El Paso Ed.D., The University of Texas at San Antonio	
Dr. Evelyn Fernandez.....	Chemistry
B.S., Colegio San Agustin M.Ed., University of the Philippines Ed.D., University of St. La Salle	
Jorge R. Fernandez.....	Patient Care Technician
Certificate, Southwest Texas Junior College B.Com., Concordia University	
Ramiro L. Flores.....	Air Conditioning & Refrigeration
Certificate & A.A.S., Southwest Texas Junior College	
Christine Foley .....	Biology
B.S., Texas A & M University – College Station M.S., The University of Texas at Arlington	
Dr. Gabrielle Forbes .....	Biology
Ph.D., University of Stirling	
Dr. Thomas D. Forbes .....	Biology
Ph.D., University of Edinburg	
Landra L. Fowler .....	Physical Education/Speech
B.S., University of Texas at San Antonio M.S., United States Sports Academy	
Robert C. Fowler .....	Physical Education/Speech
A.A., Southwest Texas Junior College B.S., University of Texas at San Antonio M.S., United States Sports Academy	
Alejandro A. Galvan.....	Mathematics
B.S. & M.A.T., University of Texas at El Paso	
Laura Gammill .....	Vocational Nursing
Certificate, Southwest Texas Junior College A.A., Gulf Coast Community College B.S.N., University of Texas Health Science Center at San Antonio M.S.N & M.B.A, University of Phoenix	
Jesus M. Garcia .....	Chemistry
B.S., Massachusetts Institute of Technology M.S., University of California Los Angeles	
Celso Garza .....	History
M.A. & M.Ed., Sul Ross State University	



Oscar E. Gaytan..... Mathematics  
B.S. & M.S., The University of Texas at San Antonio

Dale Gear..... Criminal Justice  
B.S., University of South Carolina  
J.D., St. Mary's University

Alyssa R. Gomez..... Music  
M.M., Tarleton State University

Daniel Gomez..... Truck Driving

Amy Gonzalez..... Law Enforcement Academy

Luis O. Gonzalez..... EMT  
A.A., Southwest Texas Junior College  
B.S., Kaplan University

Brandon E. Gurwell..... Engineering/Physics  
B.S., Angelo State University  
M.S., The University of Texas at San Antonio

Xaviera Haynes ..... Government/History  
M.A., American Public University

Bonny E. Herndon ..... Business Office Technology/Coordinator, Business Office Technology  
A.A., Southwest Texas Junior College  
B.A., Sul Ross University  
M.Ed., Dallas Baptist University

Jose Hernandez..... Truck Driving

Dr. Shaunak Kamat ..... Biology  
Ph.D., Rutgers University

Dr. Subburaj Kannan..... Biology  
Ph.D., University of Manitoba

Reagan King..... English  
B.A., Sul Ross State University – Rio Grande College  
M.L.S., Sam Houston State University

Erica Lara ..... English  
B.A. & M.A., St. Mary's University

Brandy M. Leon ..... Speech  
A.A., Southwest Texas Junior College  
B.A. & M.A., Sul Ross State University – Rio Grande College

Margorie Lieck..... Associate Degree Nursing  
B.S.N, M.S.N. & D.N.P, The University of Texas Health Science Center

Lucas Limbrick..... Diesel Technology/Coordinator, Diesel Technology  
Certificate, Southwest Texas Junior College  
A.A.S., Southwest Texas Junior College

Miguel A. Lopez..... Automotive Technology  
Certificate, Southwest Texas Junior College



Roberto Lopez ..... Truck Driving

**Raul Lopez ..... Truck Driving**

Jose F. Luna..... Health Science Technology/Nurse Aide Training  
Certificate, Southwest Texas Junior College

Marlaina Mahler ..... Criminal Justice  
B.A., Angelo State University  
M.S., Sul Ross State University

**Chris A. Mann ..... Drama/Theater**  
B.A., University of Texas at El Paso  
M.F.A., The University of Nevada – Las Vegas

Emma Martinez ..... Cosmetology  
Certificate, Southwest Texas Junior College

Maria Elena Martinez ..... Associate Degree Nursing  
B.S.N. & M.S.N., University of Phoenix

Dr. Onesimo M. Martinez, II..... Psychology  
A.A., Southwest Texas Junior College  
B.A. Sul Ross State University – Rio Grande College  
M.S., Texas A&M International University  
Ph.D., The University of Texas at San Antonio

Dr. Nancy Masterson..... Psychology/Business Management  
B.A. & M.A., University of Guam  
Ed.D., Western Michigan University

Donald J. McBlain..... Airframe Mechanics

Armando J. Mondragon..... Biology  
B.S. & M.S., Texas A&M University

Eloy Montalvo ..... Mathematics  
A.A., Southwest Texas Junior College  
B.S., University of Texas at San  
M.Ed., Sul Ross State University – Rio Grande College  
Developmental Education Specialist, Kellogg Institute Appalachian State University

**Sandra C. Montes ..... Education**  
M.A., Grand Canyon University

Catarino Morales, III ..... Biology  
B.S., The University of Texas at San Antonio  
M.S., Texas A&M University - Commerce

Victor Muñoz ..... Developmental Mathematics  
A.A., Southwest Texas Junior College  
B.S., Sul Ross State University – Rio Grande College

**Rosa A. Navarro ..... Associate Degree Nursing**  
B.S.N., Texas Tech University – Health Science Center  
M.S.N, Texas A&M University – Corpus Christi

Efrain Nevarez..... Emergency Medical Technician  
Diploma, DeVry University

Abel Ortiz ..... Arts  
B.F.A., The University of Texas at San Antonio  
M.F.A., The University of Iowa

Analea Ortiz ..... Patient Care Technician  
Certificate, Southwest Texas Junior College

Stacy J. Ortiz ..... Vocational Nursing  
B.S.N., Baylor University

Joshua D. Overfelt ..... History/Government  
B.A. & M.A., Sul Ross State University – Rio Grande College

April Page ..... Emergency Medical Technician  
Certificate, San Antonio College

Aracely Perez ..... AEL

Jose A. Perez ..... History/Government  
B.A. & M.A., Sul Ross State University – Rio Grande College

Juan A. Perez, Jr. .... Truck Driving

Luis M. Perez ..... Computer Information Systems/Coordinator, Computer Information Systems  
A.A., Southwest Texas Junior College  
M.S., Instituto Tecnológico de Saltillo  
M.S., Facultad de Ingeniería Mecánica y Eléctrica

Darlene D. Quintero ..... English  
B.A., Sul Ross State University – Rio Grande College  
M.A., Sul Ross State University

Karen L. Quiroz ..... English  
B.A., The University of Texas at San Antonio  
M.L.A., St. Edwards University

Alyssa R. Quiz ..... Psychology  
B.A., Texas State University  
M.Ed., Sul Ross State University – Rio Grande College

Hector Rivera ..... Computer Information Systems  
B.A., University of St. Thomas  
M.S., Texas A & M International University

Diana A. Rodriguez ..... English  
B.A. & M.Ed., Sul Ross State University – Rio Grande College

Juana H. Rodriguez ..... History  
A.A., Southwest Texas Junior College  
B.A. & M.Ed., Sul Ross State University – Rio Grande College

Gabriella M. Rosales ..... Art  
A.A., Southwest Texas Junior College  
B.A., Texas State University  
M.A., The School of the Art Institute of Chicago

Antonio V. Ruiz, Jr. .... Air Conditioning & Refrigeration  
A.A.S., Southwest Texas Junior College

Juanita G. Sanchez..... Nutrition  
B.S., The University of Texas at Austin

Claudia Sanderlin ..... Sociology  
B.A.A.S. & M.A., Southwest Texas State University

Carolina Serna ..... Mathematics  
A.A., Southwest Texas Junior College  
B.B.A., Sul Ross State University – Rio Grande College  
M.Ed., Texas State University

Melissa R. Serrano ..... Vocational Nursing  
B.S.N., The University of Texas - Health Science Center at San Antonio  
M.S.N., Walden University

Karina Solis ..... Associate Degree Nursing  
A.A. & A.A.S., Southwest Texas Junior College  
B.S.N., Texas Tech University – Health Science Center

Abelardo Talamantes..... Truck Driving

Daniel J. Tidwell ..... Wildlife Management  
B.S. & M.S., Sul Ross State University

Sonia P. Tovar ..... Vocational Nursing  
A.A.S., San Antonio College

Mary Ann Towne ..... Government/History  
M.A., Sul Ross State University

Diane Underwood..... Computer Science  
B.S., Austin Peay State University  
M.S., University of Missouri

Vanessa G. Uriegas ..... English  
A.A., Southwest Texas Junior College  
B.A. & M.Ed., Sul Ross State University – Rio Grande College

Leopoldo Valdez, Jr..... Welding Technology

Raul Valdez ..... Simulation Coordinator  
Certificate, Southwest Texas Junior College

Virginia Valle ..... Vocational Nursing  
A.A.S., San Antonio College  
B.S.N, University of the Incarnate Word  
M.S.N, Walden University

Denise Vanderlick ..... Radiologic Technology  
B.S., University of Louisiana - Monroe

Derek Veazey ..... Biology  
B.S. & M.S., Texas A&M University – College Station

Jami D. Watts ..... English  
B.A., Wellesley College  
M. Liberal Studies, Rice University

Dr. Dean W. Wiemers ..... Wildlife Management  
 B.S., Texas A&M University – College Station  
 M.S. & Ph.D., Texas A&M University – Kingsville

Veronica C. Williams ..... Speech  
 Certificate & A.A., Southwest Texas Junior College  
 B.A & M.Ed., Sul Ross State University – Rio Grande College

Alberto F. Ybarra ..... Welding Technology  
 A.A., Southwest Texas Junior College

Emmanuel Zamora ..... Law Enforcement Academy  
 A.A.S., Southwest Texas Junior College

Jose Zavala, Jr. .... Welding Technology  
 Certificate, Southwest Texas Junior College



## ADMINISTRATIVE STAFF

Adan Alaniz, Jr. .... Information Technology Systems Administrator  
A.A.S., Southwest Texas Junior College

Marcelino Alderete ..... Acquisition Technician, Library  
A.A., Southwest Texas Junior College

Jose Almaraz ..... Information Technology, Help Desk Technician

Julisabel Alvarado ..... Information Technology Administrative Assistant

Norma Anderson ..... Admissions/Records Clerk  
A.A & A.A.S., Southwest Texas Junior College

Delia Aviles ..... Teacher/Care Giver

Leo Aviles, III ..... Campus Police Officer  
A.A., A.S., & A.A.S., Southwest Texas Junior College

Leopolo Aviles, IV ..... Gymnasium Supervisor  
A.A., Southwest Texas Junior College

Minerva Bernal ..... AEL Site Supervisor, Eagle Pass  
B.A.S., Sul Ross State University

Laura Bustillos ..... Information Technology Help Desk Technician, Del Rio

Jerry D. Cardona ..... Information Technology Help Desk Technician

Yvette Cariaga ..... AEL Site Supervisor, Del Rio  
B.S., Park University

Wade B. Carpenter ..... Public Information Assistant

Julio Castro ..... Coordinator of Transportation

Rubi Casarez ..... Child Care Provider

Laura Contreras ..... Printing Center Technician

Michael A. Cortez ..... Testing Center Specialist  
A.A., Southwest Texas Junior College

Gabriela Davis ..... Information Technology Smart Classroom Site Supervisor, Del Rio  
A.A.S., Southwest Texas Junior College

Chassity Dean ..... Administrative Assistant, Associate Degree Nursing  
B.B.A., Texas State University

Adrian De Anda ..... Information Technology Services Supervisor, Eagle Pass  
A.A.S., Southwest Texas Junior College

Angelica De Hoyos ..... Testing Center Assistant  
A.A., Southwest Texas Junior College



Jose A. De Luna ..... Information Technology Smart Classroom Technician, Eagle Pass

Norma A. Diaz ..... Vocational Nursing Administrative Assistant, Eagle Pass

Daniel J. Dickson ..... Information Technology Help Desk Technician  
A.A., Southwest Texas Junior College  
B.B.A., Sul Ross State University

Delia L. Esquivel..... Office Manager, Eagle Pass  
Secretarial Certificate & A.A., Southwest Texas Junior College  
B.S. & M.Ed., Sul Ross State University

Guadalupe G. Flores..... Pre-School Teacher  
A.A.S., Southwest Texas Junior College  
B.A., Sul Ross State University

Sandra S. Flores..... Administrative Assistant, Student Services Office  
Certificate, A.A., & A.A.S., Southwest Texas Junior College  
B.A.S., Sul Ross State University

Susana Flores..... AEL Lead Data Entry Clerk  
A.A., Southwest Texas Junior College

Azalia G. Garcia ..... Distance Learning Instructional Aide, Eagle Pass

Javier Garcia..... Technical Support Specialist

Lizabel Garcia ..... AEL Office Manager  
A.A.S., Southwest Texas Junior College  
B.A.S., Sul Ross State University – Rio Grande College

Oscar Garcia ..... AEL Program Coordinator  
A.A.S., Southwest Texas Junior College  
B.A., Sul Ross State University – Rio Grande College

Angelica U. Garza ..... Administrative Assistant, Dean of Applied Sciences/Liberal Arts

Dana Garza ..... Teller/Payables Clerk

Angelica Gaucin ..... Information Technology Applications Manager  
A.A. & A.A.S., Southwest Texas Junior College  
B.B.A., Sul Ross State University – Rio Grande College

Francisco Gonzales..... Information Technology Help Desk Supervisor  
A.A.S., Southwest Texas Junior College

Lourdes V. Gonzalez..... Switchboard Operator  
Certificate, Southwest Texas Junior College

Ana Gonzalez ..... Financial Aid, Administrative Assistant  
A.A., Southwest Texas Junior College  
B.A., Sul Ross State University

Julio Gonzalez..... Administrative Assistant, Del Rio  
A.A., Southwest Texas Junior College  
B.B.A., Sul Ross State University

Juanita A. Gonzalez..... Administrative Assistant, Eagle Pass  
A.A., Southwest Texas Junior College

Gricelda L. Gutierrez..... Administrative Assistant, Workforce Training & Development  
Certificate, Southwest Texas Junior College

Clarissa Hernandez..... Teacher/Provider

Francisca Hernandez ..... Administrative Secretary, Del Rio

Blanca M. Herrera ..... Administrative Assistant, Eagle Pass

Amanda R. Ibarra ..... Administrative Assistant, Full Steam Ahead  
A.A., Southwest Texas Junior College  
B.B.A. Sul Ross State University

Lupe Ibarra ..... Accounts Receivable/Permit Express Administrator

Fernando Lombraña..... Information Technology Database Administrator  
A.A.S., Southwest Texas Junior College  
B.B.A., Sul Ross State University – Rio Grande College

Gracie H. Lombraña ..... Teacher/Care Giver  
A.A.S., Southwest Texas Junior College

Amanda Lopez ..... Administrative Assistant, Special Populations/Professional Development  
A.A., Southwest Texas Junior College

Jesus S. Lopez ..... Information Technology Help Desk Technician, Eagle Pass

Melissa Lopez..... Payroll/TRS Specialist  
A.A. & AA.S., Southwest Texas Junior College

Milton Lozano ..... Information Technology Smart Classroom Instructional Aide, Del Rio  
A.A.S., Southwest Texas Junior College

Raul Lozano ..... Information Technology Smart Classroom Site Supervisor, Eagle Pass  
A.A., Southwest Texas Junior College

Marco A. Marquez..... Information Technology Smart Classrooms Supervisor  
A.A. & A.A.S., Southwest Texas Junior College

Blanca Martinez ..... Accounts Payable Specialist  
A.A., Southwest Texas Junior College

Daniel Martinez..... Warehouse Receiving Clerk

Ismael Martinez..... Video/Graphic Design Technician

Lizet Medrano ..... Vocational Nursing Administrative Assistant, Del Rio

Diana V. Mejia ..... Administrative Assistant, Workforce Training & Development

Sandra Moreno ..... Office Manager, Del Rio  
A.A., Southwest Texas Junior College

Cristina V. Morin ..... Accounts Receivable/Sponsorship Clerk

Ana L. Oca ..... Secretary, Eagle Pass  
A.A., Southwest Texas Junior College  
B.A., Sul Ross State University – Rio Grande College

Dora Z. Padilla ..... Library Resource Technician, Del Rio

Sylvia Quintero..... Teacher/Caregiver

Jesus E. Ramirez..... Motor Pool Assistant

Sydia Ramon ..... Regional Assessor, AEL

Carmen Ramos .....Library Resource Technician  
B.A. Sul Ross State University

Guadalupe Rangel .....Clerk, Workforce Training & Development Office

Olga Rangel..... Teacher/Caregiver  
Certificate & A.A.S., Southwest Texas Junior College

**Cecilia C. Reavis ..... Admissions Specialist – Dual Credit  
A.A. & A.A.S., Southwest Texas Junior College  
B.A.S., Sul Ross State University**

Juanita (Nita) Reed .....Administrative Assistant, Office of the President  
A.A., Southwest Texas Junior College  
B.A., Sul Ross State University – Rio Grande College

Martha Reyna Lopez ..... Child Care Center Cook

Yolanda Rocha ..... **Smart Classroom Information Technology Smart Classroom** Instructional Aide, Del Rio  
Certificate, A.A. & A.A.S., Southwest Texas Junior College

Diana P. Rodriguez..... AEL Site Supervisor, Uvalde

Rosa Rodriguez ..... Caregiver

Aracely Ruiz..... Administrative Assistant, Academic Affairs Office  
A.A. & A.A.S., Southwest Texas Junior College  
B.A., Sul Ross State University – Rio Grande College

Manuel Ruiz ..... **Information Technology Network and Telecommunications** Engineer  
A.A.S., Southwest Texas Junior College  
B.A.A.S., Texas A&M University

**David A. Sanchez ..... Information Technology Smart Board Classrooms Technician**

Juanita H. Santos ..... Head Cashier/Smart Card Administrator

**Nereida Santos..... Administrative Assistant, Applied Sciences  
Certificate & A.A., Southwest Texas Junior College**

Jeanette Saucedo..... **Office Coordinator**, Administrative Services Office  
A.A., Southwest Texas Junior College  
B.A.A.S., Sul Ross State University – Rio Grande College

Maria C. Tapia.....Secretary, Workforce Training & Development

**Amanda Terrazas..... Payroll Personnel Clerk  
A.A., Southwest Texas Junior College**



Brent Thompson ..... Information Security Officer  
 B.S., The University of Texas at San Antonio

Veronica Valerio ..... Vocational Nursing Administrative Assistant, Uvalde  
 A.A., Southwest Texas Junior College

Rosa Vasquez ..... Regional Assessor, AEL

Lasabra Venegas ..... Administrative Assistant, Outreach  
 B.A., The University of Texas at San Antonio

Michelle Martinez Vera ..... Administrative Assistant, TRIO-Student Support Services

Vanessa Verjan ..... Payroll Officer  
 A.A., Southwest Texas Junior College  
 B.B.A, Sul Ross State University

Maria Villarreal ..... Financial Aid Clerk, Eagle Pass

Teresa Zamarripa ..... Law Enforcement Academy Secretary

Clarisa Zepeda ..... Administrative Assistant, Crystal City  
 A.A.S., Southwest Texas Junior College

**RESIDENCE HALL STAFF**

Sylvia G. Fernandez ..... Supervisor, Garner Hall

Oscar S. Garcia ..... Supervisor, Hubbard Hall



**Student Support Services:** This program provides counseling, specially designed workshops and peer tutoring and mentoring. The goal of this federally funded program is to increase the retention and graduation rate of students, who by traditional academic measures, would have difficulty succeeding in college. The needs of students accepted in the project are thoroughly assessed through testing and counseling. Students are informed of the costs and transferability of post-secondary education, eligibility for financial aid and the application process.

**Distance Learning:** In an effort to increase access to educational opportunities, the college is now offering a variety of courses via interactive instructional telecommunications (two-way interactive television) and through the internet.

**Library Services:** SWTJC Libraries provide 24/7 online access to all SWTJC students faculty and staff.

The libraries of Southwest Texas Junior college provide 24/7 online access for all SWTJC and Sul Ross-RGC students, staff, and faculty. The SWTJC libraries have a collection of more than 32,000 titles, maintain subscriptions to approximately 59 periodicals (15 print, 45 digital) and 8 newspapers. The library provides access to online databases, computers with internet access, a makerspace with 3D printers and musical instruments, study rooms, and a resource room. Inter-Library Loan (ILL) requests for materials not owned by SWTJC or Sul Ross State University can be submitted by filling out our ILL form on the library homepage. A valid SmartCard (student ID card) is required to check out library materials, computers, and reserve study rooms. The library web page address is <https://library.swtjc.edu>. For reference help or other library questions, email [library@swtjc.edu](mailto:library@swtjc.edu) or call 830-591-7367. Off-campus access to databases and other digital resources is available by entering the same credentials as for Canvas or email when prompted to log in.

# ADMISSION REGULATIONS

## ADMISSION REQUIREMENTS

SWTJC has an “open door” admissions policy, which insures that everyone who can profit from a college education has an opportunity to enroll. To be admitted to SWTJC, students must submit the following:

1. Completed admissions application;
2. Official high school transcript or GED certificate;
3. Official transcripts from all colleges attended;
4. Obtain Bacterial Meningitis Immunization
5. Documentation for residency as requested;
6. Dormitory deposit of \$150, if applicable;
7. Must have taken **Texas Success Initiative Assessment (TSIA)** or other state approved tests or be TSIA exempt.

**High School** students are encouraged to take the **TSIA** test by the spring semester of their senior year.

### Admissions Basis

**High School Graduate:** A high school transcript showing date of graduation and signed by the authorized official of a high school accredited by the Texas Education Agency must be presented.

**College Transfer:** Southwest Texas Junior College will accept for admission those students transferring from a regionally accredited institution. Transfer work from these institutions will be accepted upon receipt of an official transcript bearing the school seal and signature of the registrar. Students transferring to SWTJC with 12 or more semester hours do not have to fulfill EDUC 1300 requirement.

**GED:** An applicant who has successfully completed the General Education Development testing program will be accepted. A copy of the GED certificate and/or an official report of test results must accompany the admissions application.

**Individual Approval:** An individual 18 years of age or older may be admitted upon approval by the Director of Admissions/Registrar. Students must demonstrate their ability to benefit from the desired course of study. Home-schooled students will be considered under individual approval and must provide an official transcript to the Admissions Office. If necessary, home-schooled students may use the institutional transcript template to complete and submit. Students must have acceptable scores as determined by the Vice-President of Student Services on one or more of the following: ACT, SAT, **TSIA**.

### **Dual Enrollment Students:**

Types of Students:

- 1) **Dual Credit Students:** A specific type of concurrent enrolment where a student received both high school/home school and college credit for the same class. (The credit awarded for meeting high school graduation requirements is determined by each school independently).
- 2) **Early College High School Students:** Students under 16 years of age who have applied through their respective high school and are part of a cohort.
- 3) **Concurrent students:** A student enrolled in high school and college at the same time.

**Dual Credit Students:** Students meeting the following criteria may apply for early enrollment to Southwest Texas Junior College:

1. **NEW** students must submit an Application for Admission (submit online at <https://www.goapplytexas.org>). **FORMER** students seeking readmission to Southwest Texas Junior College after a year of no enrollment must submit a readmission form, which can be found under the Admissions tab at [www.swtjc.edu](http://www.swtjc.edu). The readmission form must be submitted to the Admissions Office at any SWTJC location or emailed to [admoffice@swtjc.edu](mailto:admoffice@swtjc.edu).



2. Students under the age of 22 must submit proof of Bacterial Meningitis vaccination 10 days prior to attending class on any SWTJC campus.
3. All students must submit a completed Dual Credit Admission Form (printable form online at <https://www.swtjc.edu/> under the Dual Credit tab). All signatures indicated on the form must be provided, or the form will be returned, perhaps delaying a student's acceptance.
4. All students must have taken and passed a state approved placement test in areas related to course enrollment. A high school transcript must be submitted showing STAAR, ACT, SAT, PSAT (tested prior to October 2015), ASPIRE, or TSI exemption scores. (Students must provide a copy of scores to high school counselor). For a list of qualifying scores, please visit [www.swtjc.edu](http://www.swtjc.edu) and view the dual credit tab.
5. Dual credit orientation is mandatory for all new high school students enrolling in a dual credit class. Dual credit orientation is offered at the Uvalde, Del Rio, Eagle Pass, Crystal City, Medina Valley and Hondo campuses. Students planning to take a dual credit class must register for dual credit orientation prior to attending.
6. High school students shall be enrolled in courses at the discretion of his or her school district per semester.
7. Each student is eligible for a dual credit tuition discount at the discretion of his or her school district per semester.
8. An official College transcript will not be released until a final official high school transcript showing date of high school graduation is submitted to the Admissions Office.
9. Dual Credit (High School credit and college credit) is governed by the current School District/SWTJC agreement.

**Early College High School Students:** Students meeting the following criteria may apply for early enrollment to Southwest Texas Junior College:

1. NEW students must submit an Application for Admission (submit online at <https://www.goapplytexas.org>).
2. Students under the age of 22 must submit proof of Bacterial Meningitis vaccination 10 days prior to attending class on any SWTJC campus.
3. All students must submit a completed Dual Credit Admission form (printable form online at <https://www.swtjc.edu> , Admissions & Aid > Outreach > High School Dual Credit). All signatures indicated on the form must be provided, or the form will be returned, perhaps delaying a student's acceptance.
4. All students must have taken and passed a state approved placement test in areas related to course enrollment. A high school transcript must be submitted showing STAAR, ACT, SAT, PSAT (tested prior to October 2015), ASPIRE, or TSI exemption scores. (Students must provide a copy of scores to a high school counselor). For a list of qualifying scores, please visit [www.swtjc.edu](http://www.swtjc.edu) , Admissions & Aid > Outreach > High School Dual Credit.

Texas Peace Officer, Texas Jail Guard, and/or certified as a Telecommunications Operator may apply for advanced placement credit for the appropriate courses. See Criminal Justice Advanced Placement Policy.

2. In the Vocational Nursing program, students take one course in basic nursing skills based on a curriculum regulated by the State Board of Nursing Examiners. Certified Nurse Aide (CNA) training contains an identical basic skills component. A student already certified as a CNA may apply for advanced placement credit for the basic skills course. See Vocational Nursing Advanced Placement Policy.

### **Transfer of Credit**

Southwest Texas Junior College accepts transfer of college level (or developmental level) course work taken at other institutions accredited by the Southern, Middle State, New England, North Central, Northwest, or Western Association of Colleges and Schools.

- A. Courses are evaluated by course descriptions for content (using the catalogues of attended institutions) and semester-hours given on a transcript.
- B. Quarter-hour credit is evaluated at six-tenths (0.6) of a semester-hour. Credit may be given for meeting Southwest Texas Junior College Core Curriculum requirements, but additional semester-hours may be required to meet degree requirements at Southwest Texas Junior College.
- C. Transcripts from institutions participating in the Texas Common Course Numbering System are evaluated according to their definition of the course content and semester-hour awarded. Credit is given for meeting Southwest Texas Junior College Core Curriculum requirements, but additional semester hours may be required to meet degree requirements of Southwest Texas Junior College.
- D. Transcripts from institutions participating in the Workforce Education Course Manual (WECM) numbering system are evaluated according to their definition of the course content and semester-hour credit given. Additional semester-hours may be required to receive an Associate of Applied Science degree or Level One Certificate from Southwest Texas Junior College.
- E. Courses on transcripts for which Southwest Texas Junior College does not have the equivalent are accepted by Southwest Texas Junior College and may be used when applicable (meets a social-studies, fine arts, etc. requirement) toward a degree from Southwest Texas Junior College.
- F. Students may appeal their transcript evaluation to the Director of Admissions/Registrar. Course substitution appeals to meet Southwest Texas Junior College's degree requirements are to be made to the Vice-President for Academic Affairs.
- G. Students who plan to graduate with an A.A., A.S, A.A.T, A.A.S. degree or certificate must complete 25 percent of the required semester hours at Southwest Texas Junior College.

### **Catalog Eligibility for Junior College or University Transfers**

A student transferring from an accredited public junior college or university has the same choice of catalog, designating degree requirements that would have been possible if the student's dates of attendance at Southwest Texas Junior College had been the same as the dates of attendance at the other colleges. However, the student's choice of baccalaureate major and receiving institution may affect whether or not transferable coursework may be counted toward a degree.

### **Report Enrollment as of the official census date**

The official census dates are the twelfth-class day of the fall and spring semesters, the fourth-class day of each summer session and sixth-class day of 1<sup>st</sup> and 2<sup>nd</sup> eight-week semesters. On or before the official census date, each student eligible for inclusion shall have paid in full the amount set as tuition or, where applicable, have valid accounts receivable on record. Students are allowed to pay their tuition and fees in installments. Such students are required to have a fully operational installment contract by the payment due date (census date) to be in good standing. This includes receipt of a first installment payment prior to the beginning of the semester. Students with non-payment for tuition will be dropped from courses for each semester.



### **General Property Deposit**

A General property deposit of \$10 is required of every student enrolled. This deposit will be refunded in full to students at the end of their enrollment at SWTJC, when they present a clearance slip to the Business Office, indicating that they are clear in all departments. A general property deposit, which remains without call for refund for a period of four years from the date of last attendance at the college, shall be forfeited. The deposit shall become a part of the Pioneer Scholarship Fund.

### **Dormitory Deposit**

A \$ 150 deposit, includes a room key and mail key required of all students residing in the college's dormitories. An application for admission to the college must be submitted before a dorm deposit will be accepted. This deposit or unused portion of the deposit is refundable when students terminate their education at SWTJC. A written request for a refund must be made within two years of the last date of attendance.

### **Dorm Meal Refund**

A dorm refund for meals will only be processed with a doctor's excuse. The excuse must be submitted each semester by the 12<sup>th</sup> class day stating that the student has a restricted diet and is unable to eat the meals provided by the college. The refund will only be in the amount of \$200.00 and must be approved by a Vice-President of the college.

### **Dorm Residency**

Southwest Texas Junior College will be performing background checks for students residing in the dorms.

### **Room and Board**

As of January 2012, all entering students, including first-time college students, transfer students, or students returning to college after a break in enrollment of at least one fall semester are required to have a bacterial meningitis vaccine, at least 10 consecutive days, prior to the first day of the semester for which they are enrolling. Students will not be able to attend classes until proof of vaccination is on file with the Admissions Office.

Room and board contract can be found on the swtjc.edu website under Campus Life, Housing. The contract needs to be signed and turned into the Business Office.

### **Senior Citizens Audit Class**

Senior citizens (minimum age, 62) may enroll in courses up to six hours of credit without payment of tuition if class space is available.

### **Report Enrollment as of the official census date**

The official census dates are the twelfth-class day of the fall and spring semesters, the fourth-class day of each summer session and sixth-class day of 1<sup>st</sup> and 2<sup>nd</sup> eight-week semesters. On or before the official census date, each student eligible for inclusion shall have paid in full the amount set as tuition or, where applicable, have valid accounts receivable on record. Students are allowed to pay their tuition and fees in installments. Such students are required to have a fully operational installment contract by the payment due date (census date) to be in good standing. This includes receipt of a first installment payment prior to the beginning of the semester. Students with non-payment for tuition will be dropped from courses for each semester.

## **ACADEMIC SCHOLARSHIPS AWARDED THROUGH THE SCHOLARSHIP COMMITTEE**

Scholarships have been provided by civic-minded individuals and organizations. A faculty committee examines all applications and submits its recommendations to the President of the college who considers them for approval. Awards are made primarily on the basis of demonstrated academic achievement and standing (high school grades and ACT or SAT scores); however, extracurricular activities, letters of recommendation, communicating and reasoning skills, financial need and educational objective may influence selection.

All students who receive academic scholarships at SWTJC must maintain "satisfactory grades" in order to continue receiving the scholarships. The term "satisfactory grades" is defined as having a 2.50 cumulative GPA (on a four point scale) and completing at least twelve semester hours each fall and spring semester. "Satisfactory grades" are defined differently for the following scholarships and a recipient should refer to the scholarship description for the correct definition: Rose Koehl Memorial, Pioneer, Pioneer for Distinguished SWTJC Students, and Vic Leon Tucker Memorial.

A student who receives an academic scholarship must enroll as a full-time student (12 semester hours or more) in order to use the academic scholarship. Students who receive the academic scholarship as entering freshmen are in effect receiving a two-year scholarship for four consecutive long semesters, if they maintain "satisfactory grades." Students who receive the scholarship as first semester freshmen can expect to receive the scholarship for three consecutive long semesters, if they maintain "satisfactory grades." Students who receive the scholarship as sophomores can expect to receive the scholarship for two consecutive long semesters if they maintain "satisfactory grades."

Scholarship applications may be secured from the high school principal or by writing to the Registrar, Southwest Texas Junior College, 2401 Garner Field Road, Uvalde, Texas 78801-6297. All scholarship applications for the fall semester are due by April 1<sup>st</sup> of each year. Mail applications to the attention of the Scholarship Committee. Students applying for scholarships through the Scholarship Committee can use only one awarded scholarship; multiple awards are not allowed. The available scholarships are listed below. Some of these scholarships carry more than one student.

### **FRESHMEN AND SOPHOMORE SWTJC STUDENTS**

**Del Rio SWTJC** Freshmen and Sophomore students who meet the criteria of the scholarships may apply for the following scholarships:

**Academic Scholarship Committee:**

C. and P. Chandler  
Pioneer Scholarships for Distinguished SWTJC Students  
Pioneer Discretionary Scholarship (Less than 3.5 GPA)

**Del Rio Scholarship Committee:**

S.D. Lindsey Memorial Scholarship  
International Good Neighbor Council Scholarship

**Eagle Pass SWTJC** Freshmen and Sophomore students who meet the criteria of the scholarships may apply for the following scholarships:

**Academic Scholarship Committee:**

G.C. Bermea Scholarship  
Pioneer Scholarships for Distinguished SWTJC Students  
Pioneer Discretionary Scholarship (Less than 3.5 GPA)

**Uvalde SWTJC** Freshmen and Sophomore students who meet the criteria of the scholarships may apply for the following scholarships:

**Academic Scholarship Committee:**

Pioneer Scholarships for Distinguished SWTJC Students  
Pioneer Discretionary Scholarship (Less than 3.5 GPA)



*\*Crystal City, Pearsall, Hondo and Castroville campuses are the same as Uvalde campus.*

Anna H. Baker Memorial Scholarship .....	\$650 per semester toward cost of attendance
The Gilbert C. Bermea Scholarship.....	Tuition & Fees per semester
Shirley Smallwood Brietzke Memorial Scholarship .....	\$650 per semester toward cost of attendance
Ross E. & Bess S. Brumfield Memorial Scholarship .....	\$650 per semester toward cost of attendance
Laura & Ashley Bunton Memorial Scholarship .....	\$650 per semester toward cost of attendance
Randolph H. Burgess Memorial Scholarship.....	\$650 per semester toward cost of attendance
Reva P. Burns Scholarship .....	Tuition & Fees per semester
Charles L. & Polly C. Chandler Scholarship .....	\$650 per semester toward cost of attendance
Robert W. Culp Memorial Scholarship.....	\$650 per semester toward cost of attendance
Estella C. Fenley Memorial Scholarship .....	\$650 per semester toward cost of attendance
Rodolfo R. Flores Scholarship.....	\$650 per semester toward cost of attendance
Sterling Harper Fly, Sr. Memorial Scholarship.....	\$650 per semester toward cost of attendance
Ettie Rheiner Garner Memorial Scholarship Fund.....	\$650 per semester toward cost of attendance
First State Bank of Uvalde –	
Fallen Officer Memorial Scholarship .....	\$2,000 per year toward cost of attendance
Governor Dolph Briscoe Memorial Scholarship .....	\$1,500 per semester toward cost of attendance
John Nance Garner Memorial Scholarship .....	\$1,500 per semester toward cost of attendance
Tully Garner Memorial Scholarship .....	Tuition & Fees per semester
Dr. Rosemarie R. Garza Memorial Scholarship .....	\$500 per semester toward cost of attendance
Georgie Mae Gauthier Memorial Scholarship.....	\$650 per semester toward cost of attendance
Lupe and Elias Hernandez Memorial Scholarship.....	\$650 per semester toward cost of attendance
Harry and Kathryn Hornby Memorial Scholarship .....	\$650 per semester toward cost of attendance
Gordon Hudson Memorial Scholarship.....	\$650 per semester toward cost of attendance
Rose Koehl Memorial Scholarship.....	\$650 per semester toward cost of attendance
Stephen Daniel Lindsey Memorial Scholarship .....	\$650 per semester toward cost of attendance
Los Palominos Scholarship .....	\$650 per semester toward cost of attendance
Mallard-Turner Memorial Scholarship Trust .....	Award varies
Wayne, Evalyn and Gary Matthews Memorial Scholarship .....	\$650 per semester toward cost of attendance
Robert R. McKinney Memorial Scholarship .....	\$650 per semester toward cost of attendance
Garry E. Merritt Memorial Scholarship .....	\$650 per semester toward cost of attendance
Will C. Miller Memorial Scholarship .....	\$650 per semester toward cost of attendance
A.C. & Lucille Mogford Memorial Scholarship .....	To be determined each year by the Scholarship Committee
Rory Scott Molloy Memorial Scholarship .....	\$650 per semester toward cost of attendance
Bill R. Nunley Scholarship.....	\$650 per semester toward cost of attendance
Pioneer Discretionary Scholarship.....	\$650 per semester toward cost of attendance
Pioneer Scholarship.....	\$800 per semester toward cost of attendance
Pioneer Scholarship for	
Distinguished SWTJC Students .....	\$800 per semester toward cost of attendance
Mary B. Powers Memorial Scholarship Fund.....	\$650 per semester toward cost of attendance
Baltasar L. Ramirez Memorial Scholarship.....	\$650 per semester toward cost of attendance
Eloy Reyes Memorial Scholarship .....	\$650 per semester toward cost of attendance
Dr. Tomas Rivera Memorial Scholarship .....	\$650 per semester toward cost of attendance
Juanita B. San Miguel Memorial Scholarship .....	\$650 per semester toward cost of attendance
Spring Semester Only Scholarship .....	\$800 per semester toward cost of attendance
SWTJC Memorial Scholarship Fund .....	\$650 per semester toward cost of attendance
Vic Leon Tucker Memorial Scholarship .....	\$650 per semester toward cost of attendance
Uvalde Area Retired Teacher Association (UARTA) Scholarship .....	\$250 per semester toward cost of attendance
Uvalde Rotary Club Scholarship.....	\$250 per semester toward cost of attendance
Uvalde Rotary Club—	
John Burns Memorial Foundation.....	\$250 per semester toward cost of attendance
<b>Dr. Pete and Joyce Harke Winn Scholarship.....</b>	<b>\$650 per semester toward cost of attendance</b>
Tom and Hope Witt Memorial Scholarship .....	\$650 per semester toward cost of attendance
Ray & Edna Woolworth Endowment/Scholarship Fund.....	\$650 per semester toward cost of attendance

## **Uvalde Memorial Hospital “LVN Graduates – All A’s” Scholarship**

This scholarship was established by Uvalde Memorial Hospital to help new LVN graduates continue their education toward their Registered Nurse degree. \$1200 is divided amount the present graduating vocational nurses who maintain an “A” average upon completion of the vocational nursing program.

Criteria for the scholarship award(s) shall include:

1. Must have graduated from the Uvalde Vocational Nursing Program for the present year; Must have an “A” (90-100) average upon graduation of the vocational nursing program.

## **Dr. Pete and Joyce Harke Winn Scholarship**

This scholarship was established to honor Dr. Pete Winn and Joyce Harke Winn. Dr. Pete Winn was an instructor of agriculture and biology at SWTJC for 45 years and Joyce was a teacher of home economics and English for 40 years at Knippa ISD. Both were very avid promoters of education and worked diligently to maximize the learning potential from each and every student. This scholarship will be earmarked for agriculture and/or health science students. The scholarship is to be administered by the SWTJC Scholarship Committee.



**BUSINESS OFFICE TECHNOLOGY**  
*Uvalde Campus*  
Limited Course Offerings at Off-Campus Sites

**Purpose**

The Business Office Technology (BOT) Program prepares individuals for high-demand careers needed in today's computerized workplace. The BOT Program offers three award options, the Level One Basic Certificate, the Level Two Advanced Certificate, and the two-year Associate of Applied Science Degree. The Level One Basic Certificate Program is designed to prepare individuals for entry-level office information technology careers by providing cutting-edge training in the use of currently popular software packages and preparation for the Microsoft Office Specialist (MOS) Certification and Intel QuickBooks Certification. The Level One Advanced Certificate Program is designed to expand software skills and professional competence to include ethics, office management, and an internship. The two-year Associate of Applied Science Degree is for individuals preparing for advanced office information technology careers in office and business management, executive assistant, computer project administration, and medical office administration. Students will be required to take the appropriate certification exam(s) before the end of each semester as applicable to individual courses (*see course descriptions in back of catalog*). Students who have completed the A.A.S. degree may receive advanced training in management skills leading to an Enhanced Skills Certificate. Business Office Technology

**Admission Requirements**

Students are admitted to the BOT program through the regular college admission procedures (*see Admission Regulations section*). Students will receive a Level One Basic Certificate, Level One advanced Certificate, or an A.A.S. degree upon satisfactory completion of the program of study and upon making formal application for graduation (*see Curricula section*).

**Texas Success Initiative (TSI) Requirements**

The BOT program carries three award options, the Level 1 Basic Certificate, the Level One Advanced Certificate and the two-year Associate of Applied Science (A.A.S.) degree. Students pursuing the Level One Certificates are exempt from the TSI Assessment. Students pursuing the One Certificates are exempt from the TSI Assessment.

Students who wish to pursue the A.A.S. degree must meet all Texas Success Initiative (TSI) requirements.

**BUSINESS OFFICE TECHNOLOGY BUSINESS OFFICE TECHNOLOGY**  
**LEVEL ONE BASIC CERTIFICATE**

Students not competent in keyboarding or have minimal knowledge of accounting or computers should take the bridging courses to prepare for success in either the certificate program or the two-year A.A.S. degree.

**Program of Study**

<u>Fall Semester</u>		<u>Credit</u>	<u>Spring Semester</u>		<u>Credit</u>
POFT 1329 <sup>1</sup>	Beginning Keyboarding		POFT 2331	Administrative Project Solutions .....	3
ITSC 1301 <sup>2</sup>	Introduction to Computers		POFT 1301	Business English.....	3
POFI 2301	Word Processing .....	3	ACNT 1403	Introduction to Accounting I .....	4
POFI 1349	Spreadsheets.....	3	Or		
ITSW 1307	Introduction to Database .....	3	ACCT 2401	Principles of Accounting I – Financial .....	4
POFT 1309	Administrative Office Procedures .....	3	ACNT 1311	Introduction to Computerized Accounting.....	3
				<b>Total .....</b>	<b>13</b>
	<b>Total .....</b>	<b>12</b>			
				<b>Total Credit Hours for Certificate.....</b>	<b>25</b>

- Notes: 1 Required bridging course if keyboarding competencies not verified; POFT 1329 does not count toward degree requirements.  
 2 Required bridging course if basic computer competencies not verified; ITSC 1301 does not count toward degree requirements.

**BUSINESS OFFICE TECHNOLOGY**  
**LEVEL ONE ADVANCED CERTIFICATE**

Students not competent in keyboarding or have minimal knowledge of accounting or computers should take the bridging courses to prepare for success in either the certificate program or the two-year A.A.S. degree.

**Program of Study**

<u>Fall Semester</u>		<u>Credit</u>	<u>Spring Semester</u>		<u>Credit</u>
POFI 2331	Desktop Publishing .....	3	POFT 1325	Business Math Using Technology.....	3
POFT 1313	Professional Workforce Preparation.....	3	BMGT 1325	Office Management.....	3
BMGT 1341	Business Ethics.....	3	POFT 2281 <sup>1</sup>	Cooperative Education – Admin Asst.....	2
BUSI 1301	Business Principles.....	3			
				<b>Total .....</b>	<b>8</b>
	<b>Total .....</b>	<b>12</b>		<b>Total Credit Hours for Certificate.....</b>	<b>20</b>

- Notes: 1 Capstone course that consolidates the student’s learning experiences.

**BUSINESS OFFICE TECHNOLOGY**  
**ASSOCIATE OF APPLIED SCIENCE DEGREE**  
**INCLUDING ENHANCED SKILLS/LOCAL ARTICULATION PLAN**

	<u>Credit</u>
General Education Courses:	
Social & Behavioral Sciences	3
Humanities & Fine Arts	3
Natural Science & Math	3
Other	6
Total General Education Courses .....	15
Technical Education Courses .....	45
<b>Total Credit Hours for A.A.S.....</b>	<b>60</b>

Students not competent in keyboarding or have minimal knowledge of accounting or computers should take the bridging courses to prepare for success in either the certificate program or the two-year A.A.S. degree.

**Program of Study**

**FIRST YEAR**

Fall Semester	<u>Credit</u>	Spring Semester	<u>Credit</u>
EDUC 1300★ Learning Framework or COLS 0300 College Success Skills		POFT 2331 Administrative Project Solutions .....	3
POFT 1329 <sup>1</sup> Beginning Keyboarding		POFT 1301 Business English.....	3
ITSC 1301 <sup>2</sup> Introduction to Computers		ACNT 1403 Introduction to Accounting.....	4
POFI 2301 Word Processing	3	Or	
POFI 1349 Spreadsheets	3	ACCT 2401 Principles of Accounting I – Financial .....	4
ITSW 1307 Introduction to Database	3	ACNT 1311 Introduction to Computerized Accounting.....	3
POFT1309 Administrative Office Procedures	3		
		Total .....	13
Total .....	12		

**SECOND YEAR**

Fall Semester	<u>Credit</u>	Spring Semester	<u>Credit</u>
POFI 2331 Desktop Publishing .....	3	ENGL 1301 Composition I.....	3
POFT 1313 Professional Workforce Preparation.....	3	BMGT 1325 Office Management.....	3
BMGT 1341 Business Ethics.....	3	POFT 2281 <sup>3</sup> Cooperative Education – Administrative Assistant/Secretarial Science .....	2
SPCH 1321 Business & Professional Communication.....	3	POFT 1325 Business Math Using Technology .....	3
BUSI 1301 Business Principles.....	3	ELECTIVE Humanities & Fine Arts.....	3
ELECTIVE College Level Mathematics.....	3	ECON 2301 Principles of Macroeconomics .....	3
Total .....	18	Total .....	17
		Total Credit Hours for A.A.S. ....	60

- Notes: 1 Required bridging course if keyboarding competencies not verified; POFT 1329 does not count toward degree requirements  
 2 Required bridging course if basic computer competencies not verified; ITSC 1301 does not count toward degree requirements  
 3 Capstone course that consolidates the student’s learning experiences.
- ★ All students are required to take EDUC 1300 or COLS 0300; however, EDUC 1300/COLS 0300 do not count toward degree requirements.

**Local Articulation Students**

Registered Local Articulation students who take equivalent courses while in high school may make the following substitutions for the Certificate Program or the Associate of Applied Science degree:

- POFT 1329 Beginning Keyboarding
- POFI 1349 Spreadsheets
- ITSC 1301 Introduction to Computers
- POFI 2301 Word Processing
- ACNT 1403 Introduction to Accounting I



**BUSINESS OFFICE TECHNOLOGY BUSINESS OFFICE TECHNOLOGY**  
**ENHANCED SKILLS CERTIFICATE**

Students who have completed the degree plan for Associate of Applied Science – Business Office Technology are eligible to continue into the Enhanced Skills Certificate program consisting of a fifth semester of college work.

**Program of Study**

THIRD YEAR

<u>Credit</u>	
ACCT 2402	Principles of Accounting II- Managerial..... 4
BMGT 2309	Leadership ..... 3
BMGT 1327	Principles of Management ..... 3
HRPO 2301	Human Resources Management..... 3
Total Credit Hours for Enhanced Skills Certificate ..... 13	
Total Credit Hours for A.A.S. .... 60	
GRAND TOTAL ..... 73	

**AIR CONDITIONING AND REFRIGERATION TECHNOLOGY**  
*Uvalde Campus*

**Purpose**

The Air Conditioning and Refrigeration program seeks to educate and provide guided learning experiences to individuals interested in entering this rapidly developing field. The goal of the program is for graduates to be employable as entry-level service technicians in residential and light commercial air conditioning, refrigeration, and heating.

Students will learn about the refrigeration cycle, tools of the trade, instrument usage and application, wiring schematic reading, electrical controls and switches, refrigerant recovery, reclaiming and recycling, installation practices, trouble-shooting procedures on electrical and sealed systems plus employee/employer relations, job hunting skills, résumé building and information related to operating a small business.

**Admission Requirements**

Students are admitted to the Air Conditioning and Refrigeration program through the regular college admission procedures (*see Admission Regulations section*). Students will receive a Level 1 Certificate and/or an Associate of Applied Science (A.A.S.) degree upon satisfactory completion of the program of study and upon making formal application for graduation (*see Curricula section*).

The Air Conditioning and Refrigeration program carries three award options, a Level One Basic Certificate, Level One Advanced Certificate, and an A.A.S. degree. The Level One Certificates are TSI exempt, however, those not meeting TSI requirements are encouraged to enroll in the appropriate developmental course(s).

Students who wish to pursue the two-year Certificate and/or the A.A.S. degree must meet all Texas Success Initiative (TSI) requirements.



**AIR CONDITIONING AND REFRIGERATION TECHNOLOGY -BASIC  
LEVEL ONE CERTIFICATE**

**Program of Study**

	<u>Fall Semester</u>	<u>Credit</u>		<u>Spring Semester</u>	<u>Credit</u>
CETT 1302	Electricity Principles .....	3	HART 1403	Air Conditioning Control Principles .....	4
HART 1407	Refrigeration Principles.....	4	HART 1441	Residential Air Conditioning .....	4
MAIR 1449	Refrigerators, Freezers, Window Air Conditioners .....	4	HART 2438 <sup>1</sup>	Air Conditioning Installation and Startup .....	4
	Total .....	11		Total .....	12
				Total Credit Hours for Certificate.....	23

Notes: 1 Capstone course that consolidates the student's learning experiences.

**AIR CONDITIONING AND REFRIGERATION TECHNOLOGY - ADVANCED  
LEVEL ONE CERTIFICATE**

**Program of Study (Prerequisite: Air Conditioning & Refrigeration Technology – Basic Level One Certificate)**

	<u>Fall Semester</u>	<u>Credit</u>		<u>Spring Semester</u>	<u>Credit</u>
HART 2442	Commercial Refrigeration.....	4	HART 2449	Heat Pumps .....	4
HART 1445	Gas and Electric Heating.....	4	HART 2445	Residential Air Conditioning Systems Design.....	4
HART 2436	Air-Conditioning Troubleshooting.....	4	HART 2280 <sup>1</sup>	Cooperative Education – Heating/Air Conditioning and Refrigeration Technologies/Technicians .....	2
	Total .....	12		Total.....	10
				Total Credit Hours for Certificate.....	22

Notes: 1 Capstone course that consolidates the student's learning experiences.

**AIR CONDITIONING AND REFRIGERATION TECHNOLOGY  
ASSOCIATE OF APPLIED SCIENCE DEGREE**

	<u>Credit</u>
General Education Courses:	
Social & Behavioral Sciences	3
Humanities & Fine Arts	3
Natural Science & Math	3
Other	6
Total General Education Courses.....	15
Technical Education Courses.....	45
Total Credit Hours for A.A.S. ....	60

## AUTOMOTIVE TECHNOLOGY

*Uvalde Campus*

### Purpose

The purpose of the Automotive Technology program is to provide the students training in eight areas of Automotive Service Excellence (A.S.E.) certification. These areas include: engine repair, automatic transmission/transaxle, manual drive train and axles, suspension and steering, brakes, electrical systems, heating and air conditioning, and engine performance. The goal of the program is for graduates to be employable as entry-level technicians in a service shop or dealership. At the completion of each Level One Certificate and/or the Associate of Applied Science (A.A.S.) degree, students will be required to take the appropriate A.S.E. Student Examinations.

### Admission Requirements

Students are admitted to the Automotive Technology program through the regular college admission procedures (*see Admission Regulations section*). Students will receive a Level One Certificate and/or an A.A.S. degree upon satisfactory completion of the program of study and upon making formal application for graduation (*see Curricula section*).

The Automotive Technology program carries three award options, Level One Basic Certificate, a Level One Advanced Certificate, and an A.A.S. degree. The Level One Certificates are TSI exempt; however, those not meeting TSI requirements are encouraged to enroll in the appropriate developmental course(s).

Students who wish to pursue the two-year A.A.S. degree must meet all Texas Success Initiative (TSI) requirements.

## AUTOMOTIVE TECHNOLOGY - BASIC LEVEL ONE CERTIFICATE

### Program of Study (Prerequisite: Automotive Technology – Basic Level One Certificate)

Fall Semester	<u>Credit</u>	Spring Semester	<u>Credit</u>
AUMT 1410 Automotive Brake Systems .....	4	AUMT 2434 <sup>1</sup> Automotive Engine Performance Analysis II	4
AUMT 1407 Automotive Electrical Systems .....	4	AUMT 1416 Automotive Suspension and Steering Systems .....	4
AUMT 2417 Automotive Engine Performance Analysis I .....	4	AUMT 1445 Automotive Heating and Air Conditioning ...	4
<b>Total</b> .....	<b>12</b>	<b>Total</b> .....	<b>12</b>
		<b>Total Credit Hours for Certificate</b> .....	<b>24</b>

Notes: 1 Capstone course that consolidates the student's learning experiences.

**AUTOMOTIVE TECHNOLOGY - ADVANCED**  
**LEVEL ONE CERTIFICATE**

**Program of Study** (Prerequisite: Automotive Technology – Basic Level One Certificate)

Fall Semester	<u>Credit</u>	Spring Semester	<u>Credit</u>
AUMT 2413 Automotive Drive Train and Axles .....	4	AUMT 2425 Automotive Automatic Transmission and Transaxle.....	4
AUMT 2421 Automotive Electrical Lighting and Accessories.....	4	AUMT 2328 Automotive Service .....	3
AUMT 2443 Advanced Emission Systems Diagnostics .....	4	AUMT 2280 Coop Educ – Automobile/Automotive Mechanics Technology/Technician.....	2
Total .....	12	Total .....	9
		Total Credit Hours for Certificate.....	21

Notes: 1 Capstone course that consolidates the student's learning experiences.  
★ All students are required to take EDUC 1300 or COLS 0300; however, EDUC 1300/COLS 0300 do not count toward degree requirements.

**AUTOMOTIVE TECHNOLOGY**  
**ASSOCIATE OF APPLIED SCIENCE DEGREE**

	<u>Credit</u>
General Education Courses	
Social & Behavioral Sciences	3
Humanities & Fine Arts	3
Natural Science & Math	3
Other	6
Total General Education Courses.....	15
Technical Education Courses.....	45
Total Credit Hours for A.A.S.....	60

**Program of Study**

**FIRST YEAR**

Fall Semester	<u>Credit</u>	Spring Semester	<u>Credit</u>
EDUC 1300★ Learning Framework or COLS 0300 College Success Skills		AUMT 2434 Automotive Engine Performance Analysis II 4	
AUMT 1410 Automotive Brake Systems .....	4	AUMT 1416 Automotive Suspension and Steering Systems .....	4
AUMT 1407 Automotive Electrical Systems .....	4	AUMT 1445 Automotive Heating and Air Conditioning ...	4
AUMT 2417 Automotive Engine Performance Analysis I.4		COSC 1301 Microcomputer Applications .....	3
ELECTIVE Core Elective – Language, Philosophy & Culture/Fine Arts .....	3	Total .....	15
Total .....	15		
Summer Session <span style="float: right;"><u>Credit</u></span>			
ELECTIVE Social and Behavioral Sciences.....	3		
ELECTIVE Speech Communications.....	3		
Total .....	6		



## Program of Study

### FIRST YEAR

Fall Semester		Credit	Spring Semester		Credit
EDUC 1300★	Learning Framework		ITSE 1302	Computer Programming.....	3
or			ITNW 1454	Implementing and Supporting Servers.....	4
COLS 0300	College Success Skills		ITNW 1313	Computer Virtualization.....	3
POFT 1329 <sup>1</sup>	Beginning Keyboarding		ELECTIVE	Select from General Education Core <sup>5</sup> .....	3
ITSC 1301 <sup>2</sup>	Introduction to Computers		ENGL 1302	Composition II.....	3
ITSC 1305	Introduction to PC Operating Systems.....	3		Total .....	16
IMED 1316	Web Design I.....	3			
ITSC 1325	Personal Computer Hardware.....	3			
MATH 1314	College Algebra.....	3			
ENGL 1301	Composition I.....	3			
	Total .....	15			

### SECOND YEAR

Fall Semester		Credit	Spring Semester		Credit
ITSY 1342	Information Technology Security.....	3	ITSY 2300	Operating System Security.....	3
ITNW 1353	Supporting Network Server Infrastructure.....	3	ITNW 2312	Routers.....	3
ITNW 1325	Fundamentals of Networking Technologies..	3	ITSC 2280 <sup>1</sup>	Cooperative Education – Computer and Information Sciences – General.....	2
ELECTIVE <sup>3</sup>	Technical Elective.....	3	ELECTIVE <sup>3</sup>	Technical Elective.....	3
ELECTIVE	Social and Behavioral Sciences.....	3	ELECTIVE	Humanities and Fine Arts.....	3
	Total .....	15		Total .....	14
				Total Credit Hours for A.A.S.....	60

- Notes: 1 Required if keyboarding competencies not verified; however, POFT 1329 does not count toward degree requirements.  
 2 Required if basic computer competencies not verified; however, ITSC 1301 does not count toward degree requirements.  
 3 Select from courses for Computer Information Systems Technical Electives as listed below.  
 4 Capstone course that consolidates the student's learning experience.  
 5 See "Core Curriculum Requirements" in the "Curricula" section of this catalog.  
 ★ All students are required to take EDUC 1300 or COLS 0300; however, EDUC 1300/COLS 0300 do not count toward degree requirements.

### Courses for Computer Information Systems Technical Electives

Computer Information Systems technical electives may be chosen from the following courses:

ITSW 1307	Introduction to Database
IMED 2309	Internet Commerce
ACCT 2401	Principles of Accounting I – Financial

### Computer Information Systems Advanced Placement Policy

In order to receive advanced placement credit for A+ certification the applicant must:

1. Provide current unexpired documentation of having passed two certification exams:
  - a. CompTIA A+ Practical Application
  - b. CompTIA A+ Essentials

Students who achieve CompTIA A+ certification in both areas will receive advanced placement credit (grade of "P") for the following course:

ITSC 1325	Personal Computer Hardware .....	3 hrs.
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## Local Articulation Students

Registered Local Articulation students who take equivalent courses while in high school may make the following substitutions for the Associate of Applied Science degree:

POFT 1329 Beginning Keyboarding  
IMED 1316 Web Design I  
ITSC 1301 Introduction to Computers  
ITSE 1302 Computer Programming

### **CONSTRUCTION CARPENTRY**

*TDCJ Torres Unit & Dual Credit*

Limited Course Offerings at Off-Campus Sites

#### **Purpose**

The Construction Carpentry Program is designed to prepare students to enter the workforce at an entry-level in the carpentry industry. The Construction Carpentry Program will provide students with skills in construction safety, floor systems, wall systems, roof systems, exterior finishing, residential wiring, residential construction plumbing, interior finishing, cabinet making, and construction estimating. The course of instruction outlined for this program is designed to lead to a Level Once Certificate (CERT) and an Associate of Applied Science (A.A.S.) degree.

#### **Admission Requirements**

Students are admitted to the Construction Carpentry Program through the regular college admission procedures (see Admission Regulations section). Students will receive a Level One Certificate and/or an A.A.S. degree upon satisfactory completion of the courses below for each corresponding credential requirement and upon making formal application for graduation (*see Curricula section*). The Level One Certificate is Texas Success Initiative (TSI) exempt, however; those not meeting TSI requirements are encouraged to enroll in the appropriate developmental course(s). Students who wish to pursue the A.A.S. degree must meet all TSI requirements.

### **CONSTRUCTION CARPENTRY LEVEL ONE CERTIFICATE**

#### **Program of Study**

Fall Semester		Credit	Spring Semester		Credit	
CRPT 1429	Introduction to Carpentry .....	4	ELPT 1429	Residential Wiring .....	4	
CRPT 1423	Floor Systems .....	4	PEPB 2409	Residential Construction Plumbing .....	4	
CRPT 1415	Conventional Wall Systems .....	4	CRPT 1445	Conventional Exterior Finish Systems .....	4	
CRPT 1411	Conventional Roof Systems .....	4	WDWK 1413	Cabinet Making I .....	4	
CRPT 1441	Conventional Exterior Finish .....	4	CNBT 1300 <sup>1</sup>	Residential/Light Commercial Construction Drawing .....	3	
Total .....		20	Total .....		19	
			Total Hours for Certificate .....			39

Notes: 1 Capstone course that consolidates the student's learning experiences.

### **CONSTRUCTION CARPENTRY ASSOCIATE OF APPLIED SCIENCE DEGREE**

**CONSTRUCTION CARPENTRY  
ASSOCIATE OF APPLIED SCIENCE DEGREE**

	<u>Credit</u>
<b>General Education Courses:</b>	
Social & Behavioral Sciences	3
Humanities & Fine Arts	3
Natural Science & Math	3
Communications	3
<b>Total General Education Courses</b> .....	<b>12</b>
<b>Technical Education Courses</b> .....	<b>45</b>
<b>Basic Use of Computers</b> .....	<b>3</b>
<b>Total Credit Hours for A.A.S.</b> .....	<b>60</b>

**Program of Study**

**First Year**

<b>Fall Semester</b>		<b>Credit</b>	<b>Spring Semester</b>		<b>Credit</b>
CRPT 1429	Introduction to Carpentry .....	4	ELPT 1429	Residential Wiring .....	4
CRPT 1423	Floor Systems .....	4	PPFB 2409	Residential Construction Plumbing .....	4
CRPT 1415	Conventional Wall Systems .....	4	CRPT 1445	Conventional Exterior Finish Systems .....	4
CRPT 1411	Conventional Roof Systems .....	4	WDWK 1413	Cabinet Making I .....	4
CRPT 1441	Conventional Exterior Finish .....	4	CNBT 1300 <sup>1</sup>	Residential/Light Commercial Construction Drawing .....	3
<b>Total</b> .....		<b>20</b>	<b>Total</b> .....		<b>19</b>

**Second Year**

	<b>Summer/Fall/Spring Semester</b>	<b>Credit</b>
Core Elective	Language, Philosophy & Culture/Fine Arts .....	3
Core Elective	Social & Behavioral Sciences .....	3
Core Elective	Mathematics .....	3
COSC 1301	Introduction to Computing .....	3
Core Elective	Any Component Area .....	3
Core Elective	Any Component Area .....	3
Core Elective	Any Component Area .....	3
<b>Total</b> .....		<b>21</b>
<b>Total Credit Hours for A.A.S.</b> .....		<b>60</b>

Notes: 1 Capstone course that consolidates the student's learning experiences.  
 ★ All students are required to take EDUC 1300 or COLS 0300; however, EDUC 1300/COLS 0300 do not count toward degree requirements.



**DIESEL TECHNOLOGY**  
*Eagle Pass Campus*

**Purpose**

The purpose of the Diesel Technology program is to provide students with training in maintaining, troubleshooting, and repairing heavy-duty diesel powered equipment. Coursework emphasizes diesel engines, hydraulics, electrical, air conditioning, and diesel fuel injection systems. The goal of the program is for graduates to be employable as entry-level technicians in a diesel engine service shop, dealership or industry.

**Admission Requirements**

Students are admitted to the Diesel Technology program through regular college admission procedures (see *Admission Regulations section*).

Students will receive a Level One Certificate and/or an Associate of Applied Science (A.A.S.) degree upon satisfactory completion of the program of study and upon making formal application for graduation (See *Curricula section*). The Diesel Technology Program carries three award options, a Level One Basic Certificate, Level One Advanced Certificate, and an A.A.S. degree. The Level One Certificates are TSI exempt; however, those not meeting TSI requirements are encouraged to enroll in the appropriate developmental course(s).

Students who wish to pursue the A.A.S. degree must meet all Texas Success Initiative (TSI) requirements.

**DIESEL TECHNOLOGY - BASIC  
LEVEL ONE CERTIFICATE**

**Program of Study**

	<u>Fall Semester</u>	<u>Credit</u>		<u>Spring Semester</u>	<u>Credit</u>
	DEMUR 1406 Diesel Engine I.....	4	DEMUR 1349 <sup>1</sup> Diesel Engine II.....	3	
	DEMUR 1405 Basic Electrical Systems .....	4	DEMUR 1417 Basic Brake Systems.....	4	
	DEMUR 1301 Shop Safety and Procedures .....	3	DEMUR 1421 Power Train I.....	4	
	Total .....	11	Total .....	11	
			Total Credit Hours for Certificate.....	22	

Notes: 1 Capstone course that consolidates the student’s learning experiences.

**DIESEL TECHNOLOGY - ADVANCED  
LEVEL ONE CERTIFICATE**

**Program of Study (Prerequisite: Diesel Technology – Basic level One Certificate)**

## SECOND YEAR

Fall Semester	<u>Credit</u>	Spring Semester	<u>Credit</u>
DEMR 1423 Heating, Ventilation, and Air Conditioning (HVAC) Troubleshooting and Repair.....	4	DEMR 1330 Steering and Suspension I.....	3
DEMR 1447 Power Train II .....	4	DEMR 2348 Failure Analysis.....	3
DEMR 1310 Diesel Engine Testing and Repair I.....	3	DEMR 2432 Electronic Controls .....	4
ELECTIVE College Level Mathematics .....	3	DEMR 2281 <sup>1</sup> Cooperative Education – Diesel Mechanics Technology/Technician.....	2
<b>Total .....</b>	<b>14</b>	<b>Total .....</b>	<b>12</b>
		<b>Total Credit Hours for A.A.S.....</b>	<b>60</b>

Notes: 1 Capstone course that consolidates the student’s learning experiences.  
 ☆ All students are required to take EDUC 1300 or COLS 0300; however, EDUC 1300/COLS 0300 do not count toward degree requirements.

### Tuition and Fees

Standard tuition and fees are assessed to each student as indicated in *Finances* section. Lab and uniform fees are also assessed (*see Course Descriptions*). Each student can also expect to purchase the following required textbooks and tools.

1 Tool Set\* (*approximate cost*) ..... \$600

\* A tool list will be provided by instructor.

Textbooks (*approximate cost*) ..... \$225

## EMERGENCY MEDICAL SERVICES

### Purpose

The Emergency Medical Services (EMS) Programs include courses that lead to a Level 1 Certificate Emergency Medical Technician Basic (EMT-B), **Level 1 Certificate Emergency Medical Technician Paramedic (EMT-P)** and an Associate of Applied Science (AAS) –Emergency Medical Technician Paramedic (EMT-P).

The EMT **Basic** Level 1 Certificate is a one semester program that prepares students for certification by Texas Department of State Health Services (DSHS) and the National Registry of Emergency Medical Technicians (NREMT). Upon successful completion of the program and certifications, students will possess the basic knowledge and skills necessary to stabilize and safely transport patients ranging from non-emergency and routine medical transports to life threatening emergencies.

The EMT **Paramedic** Level **1** Certificate is a **three semester** program that prepares students for certification by Texas Department of State health Services (DSHS) and the National Registry of Emergency Medical Technicians (**NREMT-P**). Upon successful completion of the program and certifications, students will possess the complex knowledge and skills necessary to provide advanced emergency medical care and transportation for critical and emergent patients who access the emergency medical system.

The **Associate of Applied Science** (A.A.S. EMT Paramedic Program) is a two-year program that prepares students for certification by NREMT – Licensed Paramedic. Upon successful completion of the program and certifications, students will possess complex knowledge and skills necessary to provide advanced emergency medical care and transportation for critical and emergency patients who access the emergency medical system.

5. Must hold a current BLS Provider CPR Card valid thru the training period.
6. Students are required to carry liability insurance throughout the program. The fee for this insurance is included in the admission fees.
7. A background check must be completed prior to applying to the program and provide a copy with the application packet. Students may obtain a background check through <https://www.dps.texas.gov/> (\$3.00). Students with any criminal convictions might not be eligible to test for the state exam or National Registry test. If you have questions, please call the DSHS EMS Criminal Background Investigation Department at (512) 834-6746.
8. Drug screen must be completed through a licensed physician or through Texas Alcohol and Drug Testing. Prices vary depending on your physician.
9. Those seeking a Level 2 Advanced Certificate and the A.A.S. Paramedic, must be a NREMT – Basic.

### Upon Acceptance into the EMS Program

Once a student has been accepted into the EMS program, the following purchases need to be made:

- Uniform purchase must be made with 3D Impressions: (prices subject to change)
  - Royal blue polo shirt with the program embroidered on the upper left breast and the student’s name and program level over the right upper breast.
  - Black tactical pants (no specific vendor)
  - Black belt
  - Black duty boots (no specific vendor)

### Program Outcomes

1. Recognize the nature and seriousness of the patient’s condition or extent of injuries to assess requirements for emergency medical care.
2. Administer appropriate emergency medical care based on assessment findings of the patient’s condition.
3. Perform basic non-invasive skills – lift, move, position and otherwise handle the patient to minimize discomfort and prevent further injury.
4. Perform safely and effectively the expectations of the Texas Department of State Health Services-approved curriculum.
5. Implement the standards of care related to the Texas Department of State Health Services (TDSHS) Emergency Medical Technician (EMT) – Basic certification exam.
6. Implement the standards of care related to the Texas Department of State Health Services (TDSHS) Emergency Medical Technician Paramedic (EMT-P) – Paramedic certification exam.

## EMERGENCY MEDICAL TECHNICIAN – BASIC LEVEL ONE CERTIFICATE

### Program of Study

		<u>Credit</u>
EMSP 1501 <sup>1</sup>	Emergency Medical Technician .....	5
EMSP 1455 <sup>1</sup>	Trauma Management.....	4
EMSP 1456 <sup>1</sup>	Patient Assessment and Airway Management .....	4
EMSP 1360 <sup>1,2</sup>	Clinical – Emergency Medical Technician.....	3
Total Credit Hours for Level 1 Certificate .....		16

- Notes:   
 1 Certified EMT – Basic: students enrolled in Paramedic program can earn Advanced Placement Credit for this course.  
 2 Capstone course that consolidates the student’s learning experiences.



**EMERGENCY MEDICAL TECHNICIAN – BASIC  
LEVEL 1 CERTIFICATE**

**Program of Study**

	<u>Credit</u>
EMSP 1501 <sup>1</sup> Emergency Medical Technician .....	5
EMSP 1455 <sup>1</sup> Trauma Management.....	4
EMSP 1456 <sup>1</sup> Patient Assessment and Airway Management .....	4
EMSP 1360 <sup>1,2</sup> Clinical – Emergency Medical Technician.....	3
Total Credit Hours for Level 1 Certificate ..... 16	

- Notes: 1 Certified EMT – Basic: students enrolled in Paramedic program can earn Advanced Placement Credit for this course.  
2 Capstone course that consolidates the student’s learning experiences.

**EMERGENCY MEDICAL TECHNICIAN - PARAMEDIC  
LEVEL 1 CERTIFICATE**

**Program of Study**

	<u>Credit</u>
EMSP 1338 Introduction to Advanced Practice .....	3
EMSP 2434 Medical Emergencies .....	4
EMSP 2260 Clinical – Emergency Medical Technology / Technician (EMT Paramedic).....	2
Total .....	9

	<u>Credit</u>
EMSP 2306 Emergency Pharmacology .....	3
EMSP 2444 Cardiology .....	4
EMSP 2261 Clinical – Emergency Medical Technology/ Technician (EMT Paramedic) .....	2
Total .....	9

	<u>Credit</u>
EMSP 2330 Special Populations .....	3
EMSP 2243 Assessment Based Management.....	2
EMSP 2135 Advanced Cardiac Life Support .....	1
EMSP 2364 <sup>1</sup> Practicum (or Field Experience) - Emergency Medical Technology/Technician (EMT Paramedic).....	3
Total .....	9

Total Credit Hours for Level 1 Certificate..... 18

- Notes: 1 Capstone course that consolidates the student’s learning experiences.  
★ All students are required to take EDUC 1300/COLS 0300; however, EDUC 1300/COLS 0300 do not count toward degree requirements

**EMERGENCY MEDICAL TECHNICIAN – PARAMEDIC  
ASSOCIATE OF APPLIED SCIENCE DEGREE**

	<u>Credit</u>
General Education Courses:	
Social & Behavioral Sciences	3
Humanities & Fine Arts	3
Natural Science & Math	11
Total General Education Courses .....	17
Technical Education Courses .....	43
Total Credit Hours for A.A.S.....	60

**Program of Study**

**FIRST YEAR**

Fall Semester	<u>Credit</u>	Spring Semester	<u>Credit</u>
EDUC 1300★ Learning Framework or COLS 0300 College Success Skills		EMSP 1338 Introduction to Advanced Practice..... 3 EMSP 2434 Medical Emergencies..... 4 EMSP 2260 <sup>2</sup> Clinical – Emergency Medical Technology/ Technician (EMT Paramedic)..... 2	
EMSP 1501 <sup>1</sup> Emergency Medical Technician .....	5	Total .....	9
EMSP 1455 <sup>1</sup> Trauma Management.....	4		
EMSP 1456 <sup>1</sup> Patient Assessment and Airway Management .....	4		
EMSP 1360 <sup>1</sup> Clinical – Emergency Medical Technology/(EMT Paramedic) .....	3		
Total .....	16		

**SECOND YEAR**

Fall Semester	<u>Credit</u>	Spring Semester	<u>Credit</u>
EMSP 2306 Emergency Pharmacology.....	3	EMSP 2330 Special Populations.....	3
EMSP 2444 Cardiology.....	4	EMSP 2243 Assessment Based Management .....	2
EMSP 2261 Clinical – Emergency Medical Technology/ Technician (EMT Paramedic).....	2	EMSP 2135 Advanced Cardiac Life Support.....	1
Total .....	9	EMSP 2364 Practicum (or Field Experience) – Emergency Medical Technology/Technician (EMT Paramedic) .....	3
		Total .....	9
		<b>Academic Courses</b>	
		BIOL 2401 Anatomy & Physiology I.....	4
		BIOL 2402 Anatomy & Physiology II.....	4
		MATH 1314 College Algebra.....	3
		ENGL 1301 Composition I.....	3
		PSYC 2301 General Psychology .....	3
		Total .....	17
		Total Credit Hours for A.A.S.....	60

Notes: 1 Certified EMT - Basic students can earn Advanced Placement Credit for this course.  
★ All students are required to take EDUC 1300 or COLS 0300; however, EDUC 1300/COLS 0300 do not count toward degree requirements.

## Tuition and Fees

Standard tuition and fees are assessed to each student as indicated in *Finances* section. Lab and uniform fees are also assessed. (See *Course Descriptions* section).

## **LAW ENFORCEMENT ACADEMY**

*Uvalde and Eagle Pass campuses*

## Purpose

The purpose of the Southwest Texas Junior College Law Enforcement Academy's Basic Peace Officer course, a 720-hour course of study, is to prepare prospective law enforcement officers for the Texas Commission on Law Enforcement (TCOLE) Certification Exam. Students who successfully complete the Academy will earn a Level 1 Certificate in Criminal Justice and will be able to sit for the TCOLE Basic Peace Officer State Exam. In addition, upon successful completion, the student may apply the Level 1 Certificate towards the Criminal Justice Associate of Applied Science (AAS – Basic Peace Officer option). The Academy also offers TCOLE in-service courses at both intermediate and advanced levels for the purpose of enhancing the Peace Officers' level of proficiency and meeting training requirements.

## Admission Requirements – Basic Peace Officer Program

To be admitted, a prospective student must comply with TCOLE rule 217.1 <http://tcole.texas.gov/content/commission-rules>

Below is a summary of that rule, but please review all TCOLE requirements at the URL above.

- The Level I Certificate is TSI-waived; however individuals are encouraged to take the TSI Assessment and, if necessary, enroll in the appropriate developmental education courses in preparation to continue to the Associate of Applied Science (A.A.S.) in Criminal Justice. Individuals who have Military Exemption or individuals with a B.S. or B.A. degree or higher will not be required to test.
- complete an SWTJC Application for Admission.
- submit a completed Criminal History Check form (FAST form).
- be physically sound for the performance of duty appropriate to the type of license sought. Submit Physician, psychological and Drug Screening results (TCOLE L-2 & L-3 Forms).

A student who has completed all coursework for the A.A.S. Criminal Justice degree except for “Basic Peace Officer” courses (CJLE 1429, CJLE 1506, CJLE 1512, CJLE 1518, and CJLE 1524,) may apply to Southwest Texas Junior College Law Enforcement Academy in order to complete these courses.

## **LAW ENFORCEMENT ACADEMY CERTIFICATE**

## Program of Study

### Credit

CJLE 1506	Basic Peace Officer I.....	5
CJLE 1512	Basic Peace Officer II.....	5
CJLE 1518	Basic Peace Officer III.....	5
CJLE 1524	Basic Peace Officer IV.....	5
CJLE 1429	Basic Peace Officer V.....	4
Total Credit Hours for Certificate .....		24



## Tuition and Fees

Students enrolling in the Academy pay regular college tuition, fees and additional surcharges. Additional fees are also required prior to admission upon acceptance to the program. The following fees are approximate costs identified to assist the student in financial planning (Note: prices vary from year to year):

- CPR Certification Fee = \$30.00
- State Test Fee - \$35.00

## Prior to Acceptance to the Academy

- Students MUST be approved by TCOLE fingerprint screening. Students must make an appointment with FAST services online <http://uenroll.identogo.com/servicecode/11G4J8> - \$38.50.
- Physical and Drug Screening (L-2 form) must be completed by a licensed physician designated by the Academy – prices vary depending on the physician. (contact the Academy office for physician information).
- Students must complete a Psychological exam (L-3 form) with an approved Academy psychologist (contact the Academy office for psychologist information) - \$100.00 (prices subject to change).
- The Level I Certificate is TSI-waived; however individuals are encouraged to take the TSI Assessment and, if necessary, enroll in the appropriate developmental education courses in preparation to continue to the Associate of Applied Science (A.A.S.) in Criminal Justice.

## Upon acceptance to the Academy

Once a student has been accepted into the Southwest Texas Junior College Law Enforcement Academy, the following purchases will need to be made:

- A uniform of Royal Blue Classroom shirt and Grey PT shirt **MUST be ordered from an approved vendor (contact the Academy office for vendor information).**
- Academy Headcover (cap with Academy seal) **MUST be made from an approved vendor (contact the Academy office for vendor information).**
- Khaki tactical pants (no specific vendor)
- Black Duty Boots, minimum 8" high(must be able to shine) – Prices vary
- Black Shorts/Black Sweatpants/Black Windpants for PT
- Black socks
- Running sneakers
- Books purchased through SWTJC bookstore: (HFRG Threat Pattern Recognition Use of Force Student, Priced at campus bookstore)
- Ammunition (**PISTOL/RIFLE AMMO MUST BE BRASS CASINGS ONLY**)
  - 9mm (9X19mm) Pistol AMMO: 800-1,000 ROUNDS
  - 12 GAUGE
    - Shotgun-SLUGS: 15 ROUNDS
    - Shotgun-00, 9 PELLET BUCKSHOT: 15 ROUNDS
    - Shotgun-Birdshot: 25 ROUNDS
  - Remington .223/NATO or 5.56 RIFLE AMMO: 300 ROUNDS
- Testing
  - State Exam - \$35.00

## Withdrawal and Dismissal Policy

Southwest Texas Junior College Southwest Texas Junior College Law Enforcement Academy reserves the right to request the withdrawal of any student whose health, attendance, conduct, personal qualities or

must maintain a minimum grade of 80 in all areas of the academy program. Students withdrawing from the academy must comply with the SWTJC withdrawal policy and must participate in an exit interview in order to remain in good standing.

## BUSINESS MANAGEMENT

*Uvalde, Eagle Pass, and Del Rio Campuses*  
Limited Course Offerings at Off-Campus Sites

### Purpose

A nationwide shortage of qualified management and supervisory personnel is hindering the progress of individual companies and curtailing economic growth at all levels. This program is designed to meet both the needs of people preparing for careers in business management as well as those who are already actively engaged in business and industry. It is structured to provide functional management theory that can be applied immediately to the job. The Business Management program includes studies in basic principles of management, general administration, small business, leadership, and related areas. The course of instruction outlined for this program is designed to lead to a Level One Basic Certificate, Level One Advanced Certificate, and an Associate of Applied Science (A.A.S.) degree. The program is available to both day and evening students. Management is a Local Articulation program.

### Admission Requirements

Students are admitted to the Business Management program through the regular college admission procedures (see *Admission Regulations section*). Students will receive a Level One Basic Certificate, Level One Advanced Certificate, or an A.A.S. degree upon satisfactory completion of the courses below for each corresponding credential requirement and upon making formal application for graduation (see *Curricula section*). The Level 1 Certificates are TSI exempt; however, those not meeting Texas Success Initiative (TSI) requirements are encouraged to enroll in the appropriate developmental course(s).

## BUSINESS MANAGEMENT LEVEL ONE CERTIFICATE – BASIC

### Program of Study

Fall Semester	Credit	Spring Semester	Credit
BMGT 1327 Principles of Management.....	3	BMGT 1301 Supervision.....	3
BUSI 1307 Personal Finance.....	3	ACNT 1311 <sup>1</sup> Computerized Accounting	
BUSI 1301 Business Principles.....	3	or	
ACCT 2401 Principles of Accounting I.....	4	POFI 1349 <sup>1</sup> Spreadsheets.....	3
		BUSG 2309 Small Business Management.....	3
		BCIS 1305 Business Computer Applications.....	3
Total .....	13	Total .....	15
		Total Credit Hours for Certificate .....	25

Notes: 1 QuickBooks Certification Exam or MOUS Excel Exam will be administered for possible certification to be awarded.

**BUSINESS MANAGEMENT  
LEVEL ONE CERTIFICATE – ADVANCED**

**Program of Study**

Fall Semester	Credit	Spring Semester	Credit
MRKG 1311 Principles of Marketing .....	3	HRPO 2301 Human Resource Management .....	3
BMGT 2309 Leadership .....	3	BMGT 2303 Problem Solving & Decision Making .....	3
HRPO 2307 Organizational Behavior .....	3	BMGT 1282 <sup>1</sup> Co-Op Educ – Management .....	2
BMGT 1341 Business Ethics .....	3	<b>Total .....</b>	<b>8</b>
<b>Total .....</b>	<b>12</b>	<b>Total Credit Hours for Certificate .....</b>	<b>20</b>

Notes: Capstone course that consolidates the student's learning experiences.

**BUSINESS MANAGEMENT  
ASSOCIATE OF APPLIED SCIENCE DEGREE**

	Credit
General Education Courses:	
Social & Behavioral Sciences	3
Humanities & Fine Arts	3
Natural Science & Math	3
Other	6
<b>Total General Education Courses .....</b>	<b>15</b>
<b>Technical Education Courses .....</b>	<b>42</b>
<b>Basic Use of Computers .....</b>	<b>3</b>
<b>Total Credit Hours for A.A.S. ....</b>	<b>60</b>

**Program of Study**

**FIRST YEAR**

Fall Semester	Credit	Spring Semester	Credit
EDUC 1300★ Learning Framework or		BMGT 1301 Supervision .....	3
COLS 0300 College Success Skills .....		ACNT 1311 <sup>2</sup> Computerized Accounting .....	
BMGT 1327 Principles of Management .....	3	or	
BUSI 1307 Personal Finance .....	3	POFI 1349 <sup>2</sup> Spreadsheets .....	3
BUSI 1301 Business Principles .....	3	BUSG 2309 Small Business Management .....	3
ACCT 2401 Principles of Accounting I – Financial .....	4	BCIS 1305 Business Computer Applications .....	3
<b>Total .....</b>	<b>13</b>	<b>Total .....</b>	<b>12</b>

**Summer**                      **Credit**

MATH 1332 Contemporary Mathematics .....	3
ENGL 1301 Composition I .....	3
SPCH 1321 Business & Professional Communication .....	3
<b>Total .....</b>	<b>9</b>



## SECOND YEAR

Fall Semester	<u>Credit</u>		Spring Semester	<u>Credit</u>	
MRKG 1311	Principles of Marketing.....	3	HRPO 2301	Human Resource Management.....	3
BMGT 2309	Leadership.....	3	BMGT 2303 <sup>2</sup>	Problem Solving and Decision Making.....	3
HRPO 2307	Organizational Behavior.....	3	BMGT 1282 <sup>2</sup>	Co-op Educ – Management.....	2
BMGT 1341	Business Ethics.....	3	HUMA 1301	Introduction to Humanities.....	3
ECON 2301	Principles of Macroeconomics.....	3			
	Total .....	<b>15</b>		Total .....	<b>11</b>
				Total Credit Hours for A.A.S.....	60

- Notes: 1 QuickBooks Certification Exam or MOUS Excel Exam will be administered for possible certification to be awarded.  
 2 Capstone course that consolidates the student's learning experiences.  
 ☆ All students are required to take EDUC 1300 or COLS 0300; however, EDUC 1300/COLS 0300 do not count toward degree requirements.

### Recommended Courses for Management Technical Electives

Recommended management technical electives may be chosen from the following:

ACCT 2402	Principles of Accounting II – Managerial
BMGT 1307	Team Building
BUSG 2309	Small Business Management/Entrepreneurship
ECON 2302	Principles of Microeconomics
MRKG 1311	Principles of Marketing

### Local Articulation Students

Registered Local Articulation students who take equivalent courses while in high school may make the following substitutions for the Associate of Applied Science degree:

COSC 1301	ITSC 1301	Introduction to Computers
BMGT 1382	Cooperative Education – Business Adm. & Mgt., General	
BMGT 1327	Principles of Management	
ACNT 1403	Introduction to Accounting I	

- Hold a Valid Texas Driver's License
- Have a Clear Motor Vehicle Record
- Pass a DOT Physical/Drug Test
- Agree to a Criminal History Check
- Pass a Physical Assessment Test
- Provide Proof of Health Insurance or Purchase Student Insurance (optional)

**Powerline Technician Training (400 Hours):**

ELPT 1021 – Introduction to Electrical Safety and Tools  
 ELPT 1011 – Basic Electrical Theory  
 ELPT 2023 – Transformers  
 LNWK 1011 – Climbing Skills  
 LNWK 2024 – Troubleshooting Distribution Systems  
 LNWK 1001 – Orientation and Line Skill Fundamentals  
 EMSP 1020 - CPR Adult

**Truck Driving for Powerline Technician Training (160 Hours):**

CVOP 1013 - Professional Truck Driver I  
 CVOP 1040 – Professional Truck Driver II

**RADIOLOGIC TECHNOLOGY**  
*Uvalde Campus*

**Purpose**

The purpose of the Radiologic Technology program is to provide a quality education in Radiologic Technology and to prepare graduates to perform competently and ethically as entry level Radiologic Technologists.

The Radiologic Technology program at SWTJC will achieve its purpose by preparing and graduating students that can:

1. Communicate ideas and information effectively
2. Demonstrate professional and ethical responsibility
3. Apply knowledge of human anatomy and physiology
4. Perform radiographic procedures correctly
5. Properly operate radiographic equipment
6. Apply radiation safety and protection practices
7. Demonstrate critical thinking abilities

**Program Prerequisites**

The following courses must be completed with a minimum grade of “C” prior to the start of the Radiologic Technology program. Students may be actively enrolled in prerequisite courses during the application process.

- BIOL 2401 Anatomy and Physiology I ..... (4 sem. hrs.)
- BIOL 2402 Anatomy and Physiology II ..... (4 sem. hrs.)
- EDUC 1300 Learning Framework ..... (3 sem. hrs.)
- Or
- COLS 0300 College Success Skills

Applicants must have a minimum cumulative GPA of 2.0 (on a 4.0 scale) or higher for pre-requisite courses. A grade below a "C" on prerequisite courses will not be accepted.

**ALL PREREQUISITE COURSES MUST BE COMPLETED BY SPRING OF THE ADMISSION YEAR.**

BIOL 2401 and BIOL 2402 must have been completed within 5 years of the time of application to the program. BIOL 2401 and BIOL 2402 courses taken beyond the 5 year limit must be repeated regardless of the grade achieved.

### **Application Requirements**

Students must meet regular college admission requirements (see *Admission Regulations* section), meet Texas Success Initiative (TSI) college-ready requirements and satisfy the following additional application requirements:

Submit to the Radiologic Technology Office **BY MAY 15 OF THE APPLICATION YEAR:**

1. A Radiologic Technology application by the posted deadline
2. Copies of any professional licenses, certifications, or registrations
3. Health care related experience form
4. Technical Standards and Essential Functions form.
5. Clinic travel acknowledgement form
6. Essay

All required forms will be found on the Radiologic Technology page of the SWTJC website ([www.swtjc.edu](http://www.swtjc.edu)).

**SHOULD MAY 15 FALL ON A WEEKEND, APPLICATIONS WILL BE DUE THE FOLLOWING MONDAY.**

### **Admission Process**

**Twenty students are admitted to the program every two years.** Admission is based on a graded point value system. An application with incomplete records will not be considered for admission. The admission process is competitive and completion of minimum requirements is not a guarantee of admission. Students will be notified of acceptance in writing. A list of alternates will be established.

Upon notification of acceptance in the Radiologic Technology program, the following must be submitted to the Radiologic Technology office:

1. Evidence of good physical and mental health as reflected by a recent physical exam (within the past 3 months). The exam must include the following documentation:
  - a. Proof of negative TB skin test or chest x-ray results.
  - b. Up-to-date immunization record to include the following:<sup>2</sup>
    - i. Measles
    - ii. Mumps
    - iii. Rubella
    - iv. Varicella
    - v. Tetanus
  - c. The first of three injections of the Hepatitis B vaccination series<sup>3</sup>.
2. Proof of American Heart Association (AHA) CPR for Health Care Providers (adult, infant, and child) prior to the first day of class.
3. Submit to urine drug screening and criminal background check as directed by a program official.

<sup>2</sup> Proof of immunizations must be official laboratory reports (titers) or an official immunization record. All immunizations are required.

<sup>3</sup> Hepatitis B vaccination series must be completed within the first year of the program.



**SCHOOL OF VOCATIONAL NURSING**  
*Uvalde, Eagle Pass, and Del Rio campuses*

**Purpose**

The purpose of the SWTJC School of Vocational Nursing Program is to prepare graduate vocational nurses as beginning practitioners who are competent and self-directed to function under the supervision of the registered nurse or physician. The primary role of the entry-level graduate of a vocational nursing program is to provide nursing care in structured health care setting for individual clients who are experiencing common, well-defined health problems with predictable outcomes. The new graduate can readily integrate technical skills and use of computers and equipment into practice. The vocational nursing role represents the beginning level of the nursing practice continuum as members of the profession, provider of patient-centered care, patient safety advocate, and member of health care team.

Students who successfully complete all programs objectives and meet the Texas Board of Nursing requirements will be eligible to register and take the National Council Licensure Examination for Practical Nurses (NCLEX-PN) and apply to the Texas Board of Nursing for Licensure.

The School of Vocational Nursing consistently strives to promote the highest standards in vocational nurse education and nursing practice. The school operates under the direction of Southwest Texas Junior College, the Texas Board of Nursing, and the Texas Higher Education Coordinating Board.

**Program Goals**

The goals of Southwest Texas Junior College School of Vocational Nursing are to:

1. Provide and maintain a quality curriculum that incorporates educational requirements and competencies as prescribed by the Texas Board of Nursing (BON).
2. Provide instruction that includes current standards of nursing practice, procedures, and advances in technology (computers, simulation, etc.)
3. Provide a quality learning environment that promotes critical thinking, enhances problem solving abilities, and ensures technical competence.
4. Ensure that students are prepared to successfully pass the National Council Licensure Examination for Practical Nurses (NCLEX-PN).
5. Ensure that the graduate will function as a vital member of the health care team in meeting the needs of a socially diverse community.

**Program Objectives/Outcomes**

Upon completion of the Vocational Nursing Program, the graduate will be able to:

1. Safely plan and implement therapeutic nursing interventions within the scope and role of the vocational nurse as an entry level practitioner in a variety of healthcare settings.
2. Demonstrate critical thinking skills in the delivery of safe and effective care.
3. Utilize the nursing process as a conceptual model in the care of patients, families, and communities with commonly occurring health needs throughout the life span.
4. Demonstrate therapeutic communication skills while interacting with patients, families, communities, and members of the interdisciplinary healthcare team.
5. Demonstrate caring behaviors and respect for humans in meeting the needs of patients.
6. Implement a teaching plan for patients with common health problems and well defined learning needs.
7. Demonstrate professional and ethical behaviors in the practice of vocational nursing as stated in the Vocational Nursing Practice Act.
8. Demonstrate accountability for own nursing practice.
9. Participate as an advocate in the activities that focus on improving the health care of patients.
10. Demonstrate behaviors that promote the development and practice of vocational nursing.

## Accreditation

SWTJC School of Vocational Nursing is accredited by the Texas Board of Nursing and the Texas Higher Education Coordinating Board.

## Application Process

Students are admitted to this program through regular college admission procedures (*see Admission Regulations section*) and by satisfying the following additional requirements:

1. Minimum 2.5 cumulative GPA for specific prerequisites that include BIOL 2401 Anatomy & Physiology I, BIOL 2402 Anatomy & Physiology II, PSYC 2301 General Psychology, and PSYC 2314 Lifespan Growth & Development. Acquired grades below a "C" on prerequisites will not be accepted.

**Note:** If any Anatomy & Physiology course is over 5 years old, at the time of applying, the course MUST be repeated. If both BIOL 2401 and BIOL 2402 are over 5 years old, at the time of applying, RNSG 1311 Nursing Pathophysiology may be taken in lieu of both BIOL courses. Meeting the application process does not guarantee admission into the program.

2. Application for admission to SWTJC and to the VN Program.
3. Official High School transcript or GED certificate.
4. Official transcripts from all colleges/universities attended other than SWTJC.
5. Meet TSI College-Readiness requirements.
  - a) If exempt due to an alternate test, you must provide documentation of acceptable scores. This applies to ACT, SAT, TAKS, COMPASS, Accuplacer, ASSET, STAAR, TASP, THEA, TAAS, etc.
6. Take the TEAS VI examination and meet the Vocational Nursing Program requirements. *Please call in spring for scheduled dates.*
7. Three letters of reference that speak to your character and work ethic (instructors, co-workers, or employers)
8. A background investigation is required for all SWTJC Nursing Students prior to admission into the nursing program.

After the student applies for admission the SWTJC School of Vocational Nursing will submit the student's name to the Texas Board of Nursing. The student's information is then sent to IdentoGo. This company will notify the student as to when he/she can make arrangements to have a fingerprint scanning appointment with IdentoGo. The student will pay IdentoGo for both fingerprint scanning services) and the cost of the DPS/FBI background check

The Texas Board of Nursing will send the results of the DPS/FBI criminal background check to the student (clear background check, positive background check or request a petition for declaratory order, or correspond with the student who has a rejected fingerprint scan and request another scan).

As a condition of admission, SWTJC School of Vocational Nursing will require the student to provide The School of Nursing with copies of all communications regarding the student's status received from the Texas Board of Nursing.

9. The following are the requirements set out by the Texas Board of Nursing:

The Texas Board of Nursing requires the following questions be asked of each applicant prior to Licensure:

1. Have you ever had any disciplinary action on a nursing license or a privilege to practice in any state, country, or province?
2. Do you have an investigation or complaint pending on a nursing license or a privilege to practice in any state, country, or province?



3. Have you, in the last 5 years\*, been addicted to/and or treated for the use of alcohol or any other drug?

4. For any criminal offense, including those pending appeal, have you:

(You may only exclude Class C misdemeanor traffic violations or offenses previously disclosed to the Texas Board of Nursing on an initial or renewal application.)

- A. been arrested and have any pending criminal charges?
- B. been convicted of a misdemeanor?
- C. been convicted of a felony?
- D. pled nolo contendere, no contest, or guilty?
- E. received deferred adjudication?
- F. been placed on community supervision or court-ordered probation, whether or not adjudicated guilty?
- G. been sentenced to serve jail or prison time? Court-ordered confinement?
- H. been granted pre-trial diversion?
- I. Been cited or charged with any violation of the law?
- J. been subject of a court-martial; Article 15 violation; or received any form of military judgment/punishment/action?

**Note: Expunged and Sealed Offenses:** While expunged or sealed offenses, arrests, tickets, or citations need not be disclosed; it is your responsibility to ensure the offense, arrest, ticket or citation has, in fact, been expunged or sealed. It is recommended that you submit a copy of the Court Order expunging or sealing the record in question to our office with your application. Failure to reveal an offense, arrest, ticket, or citation that is not in fact expunged or sealed, will at a minimum, subject your license to a disciplinary fine. Non-disclosure of relevant offenses raises questions related to truthfulness and character. (see 22 TAC §213.27).

**Note: Orders of Non-Disclosure:** Pursuant to Tex Gov't Code §552.142(b), if you have criminal matters that are the subject of an order of non-disclosure you are not required to reveal those criminal matters on this form. However, a criminal matter that is subject of an order of non-disclosure may become a character and fitness issue. Pursuant to other sections of the Gov't Code chapter 411, the Texas Nursing Board is entitled to access criminal history record information that is the subject of an order of non-disclosure. If the Board discovers a criminal matter that is the subject of an order of non-disclosure, even if you properly did not reveal that matter, the Board may require you to provide information about any conduct that raises issues of character and fitness.

5. Have you ever had any licensing (other than a nursing license) or regulatory authority in any state, jurisdiction, country, or province revoked, annulled, cancelled, accepted surrender of, suspended, placed on probation, refused to renew or otherwise discipline any other professional or occupational license, certificate, nurse aide registration or multistate privilege to practice that you held?

6. Are you currently suffering from any condition for which you are not being appropriately treated that impairs your judgment or that would otherwise adversely affect your ability to practice in a competent, ethical, and professional manner?

7. Are you currently the target or subject of a grand jury or governmental agency investigation?

8. Are you currently a participant in an alternative to discipline, diversion, or a peer assistance program? (This includes all confidential programs)

**Note:** Any positive response will remain confidential and not subject to public disclosure unless required by law.

*This is verbatim from BON docs (MLU) →*



9. Have you ever been granted the authority to practice nursing in any country, state, province, or territory?

Note: This does not apply to any nursing license(s) issued by another U.S. state or territory, excluding Puerto Rico. If you were licensed in Puerto Rico, you should be answering yes.

\*Pursuant to the Texas Occupations Code §301.207, information, including diagnosis and treatment, regarding an individual's physical or mental condition, intemperate use of drugs or alcohol, or chemical dependency and information regarding an individual's criminal history is confidential to the same extent that information collected as part of an investigation is confidential under the Texas Occupations Code §301.466.

All students are required to comply with Texas Board of Nursing rules and regulations in order to become licensed.

10. All application requirements must be completed and filed by April 1<sup>st</sup>. All requirements for admission, including successful background check with the Texas Board of Nursing must be met in order to be considered for admission to the nursing program. The student will receive written notification of acceptance to the SWTJC School of Vocational Nursing.

**Students that have received a letter of acceptance require the following documentation:**

1. A drug screening test is required for all SWTJC Vocational Nursing students.
2. A physical exam conducted by a licensed physician, nurse practitioner, or physician's assistant that demonstrates evidence of good physical and mental health (received within the last 6 months). The student is responsible for paying for the cost of the physical exam.

The exam must include the following documentation:

Tuberculin Test (PPD) or Chest X-ray  
Hepatitis B Vaccine Series (series of three)  
MMR (measles, mumps, and rubella vaccine)  
Td Booster (administered within 10 years prior to start of nursing school)  
Tdap (Tetanus, Diphtheria, Pertussis)  
Varicella – 2 doses (history of disease not accepted)  
Flu Shot (when offered; by end of October)

3. Proof of personal health insurance coverage.
4. Proof of current CPR from American Heart Association - Basic Life Support BLS (CPR & AED).
5. Proof of liability insurance, which the student must enroll in through SWTJC. The student is responsible for the cost of liability insurance.

### **Re-Admission Policy**

1. Students applying for re-admission to the Vocational Nursing Program (VN) must comply with all current SWTJC admissions requirements, VN program admission requirements, and with VN program re-admission requirements.
2. Students applying for re-admission to the VN program are not automatically granted acceptance. Readmission is contingent upon space availability.
3. A student that fails or is withdrawn from the VN program must submit a letter to the Admissions and Progression Nursing Committee explaining the reason for failure/withdrawal and a plan of action for future success.
4. The Admissions and Progression Committee will evaluate each student on an individual basis and will assess the student's ability to demonstrate skills, knowledge, professional and ethical behaviors. The decision will also be based on the curriculum in effect at the time of application for re-admission.

**Graduation Requirements**

Students who have met all program requirements are eligible to attend the May commencement ceremony. Graduates will receive a Vocational Nursing Certificate of Completion.

**WELDING TECHNOLOGY**  
*Uvalde, Eagle Pass and Crystal City Campuses*

**Purpose**

Welding Technology is a program for those who desire to gain advanced knowledge and skills in the field of welding. Skills in Oxy-Acetylene Welding and Cutting and Shielded Metal Arc Welding will be developed along with related learning in areas such as welding math, drafting, layout, blueprint reading and structural and pipe fabrication. The Welding Technology program carries three award options: a Level 1 Certificate, Level 2 Certificate and an A.A.S. degree.

**Admission Requirements**

Students are admitted through regular college admission procedures (see *Admission Regulations section*). Students will receive a **Level One Certificate and/or an A.A.S. degree** upon satisfactory completion of the **program** of study and upon making formal application for graduation (see *Curricula section*).

The Welding Technology Program carries three award options, a **Level One Basic Certificate, Level One Advanced Certificate, and an A.A.S. degree**. The Level 1 Certificates are TSI exempt, however, those not meeting Texas Success Initiative (TSI) requirements are encouraged to enroll in the appropriate developmental course(s). Students pursuing the Level 2 Certificate or A.A.S. degree must meet all TSI requirements.

**WELDING TECHNOLOGY - BASIC**  
**LEVEL ONE CERTIFICATE**

**Program of Study**

Fall Semester	<u>Credit</u>	Spring Semester	<u>Credit</u>
WLDG 1323 <sup>2</sup>	Welding Safety, Tools, and Equipment..... 3	WLDG 1457	Intermediate Shielded Metal Arc Welding (SMAW)..... 4
WLDG 1421 <sup>2</sup>	Welding Fundamentals..... 4	WLDG 1317	Introduction to Layout and Fabrication..... 3
WLDG 1430	Introduction to Gas Metal Arc Welding ..... 4	WLDG 1435 <sup>1</sup>	Introduction to Pipe Welding..... 4
WLDG 1428	Introduction to Shielded Metal Arc Welding (SMAW) ..... 4	WLDG 1353	Intermediate Layout and Fabrication ..... 3
WLDG 1313	Intro to Blueprint Reading for Welders ..... 3	Total	..... 14
Total	..... 11	Total Credit Hours for Certificate	..... 25

Notes: 1 Capstone course that consolidates the student's learning experiences.

2 Recommended bridging course for students with limited prior experience in welding.

**WELDING TECHNOLOGY - ADVANCED  
LEVEL ONE CERTIFICATE**

**Program of Study (Prerequisite: Welding Technology – Basic Level One Certificate)**

	<u>Fall Semester</u>	<u>Credit</u>		<u>Spring Semester</u>	<u>Credit</u>
	WLDG 2406 Intermediate Pipe Welding.....	4		WLDG 2453 <sup>1</sup> Advanced Pipe Welding .....	4
	WLDG 2435 Advanced Layout and Fabrication.....	4		WLDG 2443 Advanced Shielded Metal Arc Welding (SMAW) .....	4
	WLDG 2451 Advanced Gas Tungsten Arc Welding .....	4			
	<b>Total .....</b>	<b>12</b>		<b>Total .....</b>	<b>8</b>
				<b>Total Credit Hours for Certificate.....</b>	<b>20</b>

- Notes: 1 Capstone course that consolidates the student’s learning experiences.  
2 Recommended bridging course for students with limited prior experience in welding.

**WELDING TECHNOLOGY  
ASSOCIATE OF APPLIED SCIENCE DEGREE**

General Education Courses:		<u>Credit</u>
Social & Behavioral Sciences	3	
Humanities & Fine Arts	3	
Mathematics	3	
Other	6	
Total General Education Courses.....		15
Technical Education Courses.....		45
Total Credit Hours for A.A.S. ....		60

**Program of Study**

**FIRST YEAR**

	<u>Fall Semester</u>	<u>Credit</u>		<u>Spring Semester</u>	<u>Credit</u>
	EDUC 1300★ Learning Framework or			WLDG 1457 Intermediate Shielded Metal Arc Welding (SMAW).....	4
	COLS 0300 College Success Skills			WLDG 1317 Introduction to Layout and Fabrication.....	3
	WLDG 1323 <sup>2</sup> Welding Safety, Tools, and Equipment.....	3		WLDG 1435 <sup>1</sup> Introduction to Pipe Welding.....	4
	WLDG 1421 <sup>2</sup> Welding Fundamentals.....	4		WLDG 1353 Intermediate Layout and Fabrication .....	3
	WLDG 1430 Introduction to Gas Metal Arc Welding .....	4		<b>Total .....</b>	<b>14</b>
	WLDG 1428 Introduction to Shielded Metal Arc Welding (SMAW) .....	4			
	WLDG 1313 Intro to Blueprint Reading for Welders.....	3			
	COSC 1301 Introduction to Computing .....	3			
	<b>Total .....</b>	<b>14</b>			
	<b>Summer Semester</b>	<b>Credit</b>			
	Core Elective Social & Behavioral Sciences .....	3			
	Core Elective Speech.....	3			



**ARTS 2347 - Ceramics II - 3 sem. hrs. (3-3-0) 5007115126**

Exploration of ideas using basic ceramic processes. A continuation of ARTS 2346 with opportunities for specialization in ceramic processes emphasizing production and aesthetic expression. Three lecture and three laboratory hours per week. Prerequisite: ARTS 2346. Lab Fee: \$24

**ARTS 2348 - Digital Art I - 3 sem. hrs. (3-0-0) 5004025226**

Studio art courses that explore the potential of the computer hardware and software medium for their visual, conceptual, and practical uses in the visual arts. Three lecture hours per week. Prerequisite: BCIS 1405 or COSC 1301.

**ARTS 2366 - Watercolor I - 3 sem. hrs. (3-3-0) 5007085326**

Exploration of ideas using water-based painting media and techniques. The fundamentals of watercolor. Basic material and techniques are introduced including the study of artists, past and contemporary, using water-based media. Three lecture and three laboratory hours per week. Prerequisite: None. Lab Fee: \$24

**AUMT 1305 - Introduction to Automotive Technology - 3 sem. hrs. (2-3-0)**

An introduction to the automotive industry including automotive history, safety practices, shop equipment and tools, vehicle subsystems, service publications, professional responsibilities, and basic automotive maintenance. May be taught manufacturer-specific. Two lecture and three laboratory hours per week. Prerequisite: None. Lab Fee: \$24

**AUMT 1407 - Automotive Electrical Systems - 4 sem. hrs. (2-6-0)**

An overview of automotive electrical systems including topics in operational theory, testing, diagnosis, and repair of charging and starting systems, and electrical accessories. Emphasis on electrical principles, schematic diagrams and service manuals. May be taught manufacturer specific. Two lecture and six laboratory hours per week. Prerequisite: None. Lab Fee: \$24

**AUMT 1410 - Automotive Brake Systems - 4 sem. hrs. (2-6-0)**

Operation and repair of drum/disc type brake systems. Topics include brake theory, diagnosis, and repair of power, manual, anti-lock brake systems, and parking brakes. May be taught manufacturer specific. Two lecture and six laboratory hours per week. Prerequisite: None. Lab Fee: \$24; Uniform Fee: \$100

**AUMT 1416 - Automotive Suspension and Steering Systems - 4 sem. hrs. (2-6-0)**

Diagnosis and repair of automotive suspension and steering systems including electronically controlled systems. Includes component repair, and alignment procedures and tire and wheel service. May be taught manufacturer specific. Two lecture and six laboratory hours per week. Prerequisite: None. Lab Fee: \$24

**AUMT 1445 - Automotive Climate Control Systems. - 4 sem. hrs. (2-6-0)**

Diagnosis and repair of manual/electronic climate control systems; includes the refrigeration cycle and EPA guidelines for refrigerant handling. May be taught manufacturer specific. Two lecture and six laboratory hours per week. Prerequisite: None. Lab Fee: \$24

**AUMT 2280 - Cooperative Education - Automobile/Automotive Mechanics Technology/Technician - 2 sem. hrs. (1-0-7)**

Career-related activities encountered in the student's area of specialization offered through an individualized agreement among the college, employer, and student. Under the supervision of the college and the employer, the student combines classroom learning with work experience. Includes a lecture component. One lecture and seven external hours per week. Prerequisite: None. Co-requisite: AUMT 2428. Co-op Fee: \$24

**AUMT 2328 - Automotive Service - 3 sem. hrs. (2-4-0)**

Mastery of automotive service including competencies covered in related courses. May be taught manufacturer specific. Capstone course that consolidates the student's learning experiences. Two lecture and four laboratory hours per week. Prerequisite: None. Co-requisite: AUMT 2425. Lab Fee: \$24; End of Course Assessment Fee: \$20; ASE Testing Fee: \$92

**AUMT 2413 - Automotive Drive Train and Axles - 4 sem. hrs. (2-6-0)**

A study of automotive clutches, clutch operation devices, manual transmissions/transaxles, and differentials with emphasis on the diagnosis and repair. May be taught with manufacturer specific instructions. Two lecture and six laboratory hours per week. Prerequisite: None. Lab Fee: \$24; Uniform Fee: \$100

**AUMT 2417 - Automotive Engine Performance Analysis I - 4 sem. hrs. (2-6-0)**

Theory, operation, diagnosis of drivability concerns, and repair ignition, and fuel delivery systems. Use of current engine performance diagnostic equipment. May be taught with manufacturer specific instructions. Two lecture and six laboratory hours per week. Prerequisite: AUMT 1407. Lab Fee: \$24

**AUMT 2421 - Automotive Electrical Diagnosis and Repair - 4 sem. hrs. (2-6-0)**

Repair of automotive electrical subsystems, lighting, instrumentation, and accessories. Emphasis on accurate diagnosis and proper repair methods using various troubleshooting skills and techniques. May be taught manufacturer specific. Two lecture and six laboratory hours per week. Prerequisite: AUMT 1407. Lab Fee: \$24

**AUMT 2425 - Automotive Automatic Transmission and Transaxle - 4 sem. hrs. (2-6-0)**

A study of the operation, hydraulic circuits, and electronic controls of modern automatic transmissions/transaxles. Diagnosis, disassembly, and assembly procedures with emphasis on the use of special tools and repair techniques. May be taught manufacturer specific. Two lecture and six laboratory hours per week. Prerequisite: AUMT 2413. Lab Fee: \$24



**BIOL 1411 - General Botany - 4 sem. hrs. (3-3-0) 2603015103**

Fundamental biological concepts relevant to plant physiology, life cycle, growth and development, structure, and function, and cellular and molecular metabolism. The role of plants in the environment, evolution, and phylogeny of major plant groups, algae, and fungi (This course is intended for science majors.) Three lecture and three laboratory hours per week. Prerequisite: MATH 1314 Successful completion of College Algebra or concurrent enrollment in higher-level mathematics is recommended. Lab Fee: \$24

**BIOL 1413 - General Zoology - 4 sem. hrs. (3-3-0) 2607015103**

Fundamental biological concepts relevant to animals, including systematics, evolution, structure and function, cellular and molecular metabolism, reproduction, development, diversity, phylogeny, and ecology. (This course is intended for science majors.) Three lecture and three laboratory hours per week. Prerequisite: MATH 1314 Successful completion of College Algebra or concurrent enrollment in higher-level mathematics is recommended. Lab Fee: \$24

**BIOL 2101 – Anatomy & Physiology I (Lab) 1 sem. hrs. (0-3-0) 2607075103**

Study of the structure and function of human anatomy, including the neuroendocrine, integumentary, musculoskeletal, digestive, urinary, reproductive, respiratory, and circulatory systems. Content may be either integrated or specialized. Three laboratory hours per week. Prerequisite: None. Co-requisite: BIOL 2301. Lab Fee: \$24

**BIOL 2102 – Anatomy & Physiology II (Lab) 1 sem. hrs. (0-3-0) 2607075103**

Study of the structure and function of human anatomy, including the neuroendocrine, integumentary, musculoskeletal, digestive, urinary, reproductive, respiratory, and circulatory systems. Content may be either integrated or specialized. Three laboratory hours per week. Prerequisite: BIOL 2101. Co-requisite: BIOL 2302. Lab Fee: \$24

**BIOL 2106 – Environmental Biology (Lab) – 1 sem. hrs. (0-3-0) 0301035101**

This laboratory-based course accompanies Biology 2306, Environmental Biology. Laboratory activities will reinforce principles of environmental systems and ecology, including biogeochemical cycles, energy transformations, abiotic interactions, symbiotic relationships, natural resources and their management, lifestyle analysis, evolutionary trends, hazards and risk, and approaches to ecological research. Three laboratory hours per week. Prerequisite: None. Lab Fee: \$24

**BIOL 2120 - Microbiology for Non-Science Majors (Lab) – 1 sem. hrs. (0-3-0) 2605035103**

This course covers basics of culture and identification of bacteria and microbial ecology. This course is primarily directed at pre-nursing and other allied-health majors and covers basics of microbiology. Emphasis is on medical microbiology, infectious diseases, and public health. Three laboratory hours per week. Prerequisite: None. Co-requisite: BIOL 2320. Lab Fee: \$24

**BIOL 2301 – Anatomy & Physiology I – 3 sem. hrs. (3-0-0) 2607075103**

Study of the structure and function of human anatomy, including the neuroendocrine, integumentary, musculoskeletal, digestive, urinary, reproductive, respiratory, and circulatory systems. Content may be either integrated or specialized. Three lecture hours per week. Prerequisite: None. Co-requisite: BIOL 2101

**BIOL 2302 – Anatomy & Physiology II – 3 sem. hrs. (3-0-0) 2607075103**

Study of the structure and function of human anatomy, including the neuroendocrine, integumentary, musculoskeletal, digestive, urinary, reproductive, respiratory, and circulatory systems. Content may be either integrated or specialized. Three lecture hours per week. Prerequisite: BIOL 2301 or BIOL 2401. Co-requisite: BIOL 2102

**BIOL 2306 – Environmental Biology – 3 sem. hrs. (3-0-0) 0301035101**

Principles of environmental systems and ecology, including biogeochemical cycles, energy transformations, abiotic interactions, symbiotic relationships, natural resources and their management, lifestyle analysis, evolutionary trends, hazards and risks, and approaches to ecological research. Three lecture hours per week. Recommended prerequisite: MATH 1314 – Successful completion of College Algebra or concurrent enrollment in higher-level mathematics is recommended

**BIOL 2316 - Genetics - 3 sem. hrs. (3-0-0) 2608015103**

Study of the principles of molecular and classical genetics and the function and transmission of hereditary material. May include population genetics and genetic engineering. Three lecture hours per week. Prerequisite: BIOL 1406 or BIOL 2401 Human Anatomy with minimum grade of C.

**BIOL 2320 – Microbiology for Non-Science Majors – 1 sem. hrs. (0-3-0) 2605035103**

This course covers basic microbiology and immunology and is primarily directed at pre-nursing, pre-allied health, and non-science majors. It provides an introduction to historical concepts of the nature of microorganisms, microbial diversity, the importance of microorganisms, and acellular agents in the biosphere, and their roles in human and animal diseases. Major topics include bacterial structure as well as growth physiology, genetics, and biochemistry of microorganisms. Emphasis is on medical microbiology, infectious diseases, and public health. Three laboratory hours per week. Prerequisite: None. Co-requisite: BIOL 2120

**BIOL 2401 - Anatomy and Physiology I - 4 sem. hrs. (3-3-0) 2607075103**

Anatomy and Physiology I is the first part of a two-course sequence. It is a study of the structure and function of the human body including cells, tissues and organs of the following systems: integumentary, skeletal, muscular, nervous and special senses. Emphasis is on interrelationships among systems and regulation of physiological functions involved in maintaining homeostasis. The lab provides a hands-on learning experience for exploration of human system components and basic physiology. Systems to be studied include integumentary, skeletal, muscular, nervous, and special senses. Three lecture and three laboratory hours per week. Prerequisite: Biology 1306 and Biology 1307 recommended. Lab Fee: \$24

**BIOL 2402 - Anatomy and Physiology II - 4 sem. hrs. (3-3-0) 2607075103**

Anatomy and Physiology II is the second part of a two-course sequence. It is a study of the structure and function of the human body including the following systems: endocrine, cardiovascular, immune, lymphatic, respiratory, digestive (including nutrition), urinary



(including fluid and electrolyte balance) and reproductive (including human development and genetics). Emphasis is on interrelationships among systems and regulation of physiological functions involved in maintaining homeostasis. The lab provides a hands-on learning experience for exploration of human system components and basic physiology. Systems to be studied include endocrine, cardiovascular, immune, lymphatic, respiratory, digestive (including nutrition), urinary (including fluid and electrolyte balance), and reproductive (including human development and genetics). Three lecture and three laboratory hours per week. Prerequisite: BIOL 2401. Lab Fee: \$24

**BIOL 2420 - Microbiology for Non-Science Majors - 4 sem. hrs. (3-3-0) 2605035103**

This course covers basic microbiology and immunology and is primarily directed at pre-nursing, pre-allied health, and non-science majors. It provides an introduction to historical concepts of the nature of microorganisms, microbial diversity, the importance of microorganisms and acellular agents in the biosphere, and their roles in human and animal diseases. Major topics include bacterial structure as well as growth, physiology, genetics, and biochemistry of microorganism. Emphasis is on medical microbiology, infectious diseases, and public health. The lab course covers basics of culture and identification of bacteria and microbial ecology. This course is primarily directed at pre-nursing and other pre-allied health majors and covers basics of microbiology. Emphasis is on medical microbiology, infectious disease, and public health. Three lecture and three laboratory hours per week. Prerequisite: None. Lab Fee: \$24

**BIOL 2421 - Microbiology for Science Majors - 4 sem. hrs. (3-3-0) 2605025103**

Study of the morphology, physiology, and taxonomy of representative groups of pathogenic and nonpathogenic microorganisms. Pure cultures of microorganisms grown on selected media are used in learning laboratory techniques. Includes a brief preview of food microbes, public health, and immunology. This is a general survey course in the biology of bacteria. The survey will include a study of metabolism, growth and death, variation and genetics, classification and morphology, and bacterial relationship with mankind. Three lecture and three laboratory hours per week. Prerequisite: BIOL 1306 and BIOL 1307. CHEM 1311-1312 or approval of instructor. This course is offered each spring semester and by petition at other times. Lab Fee: \$24

**BMGT 1301 - Supervision - 3 sem. hrs. (3-0-0)**

The role of the supervisor. Includes managerial functions as applied to leadership, counseling, motivation, and human relations skills. Three lecture hours per week. Prerequisite: None

**BMGT 1307 - Team Building - 3 sem. hrs. (3-0-0)**

Principles of building and sustaining teams in organizations. Includes team dynamics, process improvement, trust and collaboration, conflict resolution, and the role of the individual in the team. [New WECM update: February, 2013, W. Box]CIP: 52.0201 The student will analyze the process of team building; integrate interpersonal skills, group dynamics, and leadership in the working of a team; and participate in a team to apply tools and techniques of the problem solving process. Three lecture hours per week. Prerequisite: None.

**BMGT 1325 – Office Management – 3 sem. hrs. (3-0-0)**

Systems, procedures, and practices related to organizing and planning office work, supervising employee performance, and exercising leadership skills. Three lecture hours per week. Prerequisite: None

**BMGT 1327 - Principles of Management - 3 sem. hrs. (3-0-0)**

Concepts, terminology, principles, theories, and issues in the field of management. Three lecture hours per week. Prerequisite: None

**BMGT 1341 – Business Ethics – 3 sem. hrs. (3-0-0)**

Discussion of ethical issues, the development of moral frame of reference, and the need for an awareness of social responsibility in management practices and business activities. Includes ethical corporate responsibility. Three lecture hours per week. Prerequisite: None

**BMGT 1382 - Cooperative Education- Business Administration and Management, General - 3 sem. hrs. (1-0-14)**

Career-related activities encountered in the student's area of specialization offered through an individualized agreement among the college, employer, and student. Under the supervision of the college and the employer, the student combines classroom learning with work experience. Includes a lecture component. Directly related to a technical discipline, specific learning objectives guide the student through the paid work experience. This course may be repeated if topics and learning outcomes vary. One lecture and fourteen external hours per week. Prerequisite: None. Co-requisite: BMGT 1301 or 1327. Co-op Fee: \$24

**BMGT 1383 - Cooperative Education- Business Administration and Management, General - 3 sem. hrs. (1-0-15)**

Career-related activities encountered in the student's area of specialization offered through an individualized agreement among the college, employer, and student. Under the supervision of the college and the employer, the student combines classroom learning with work experience. Includes a lecture component. Directly related to a technical discipline, specific learning objectives guide the student through the paid work experience. This course may be repeated if topics and learning outcomes vary. One lecture and fifteen external hours per week. Prerequisite: BMGT 1382. Co-op Fee: \$24

**BMGT 2303 - Problem Solving and Decision Making - 3 sem. hrs. (3-0-0)**

Decision-making and problem-solving processes in organizations utilizing logical and creative problem solving techniques. Application of theory is provided by experiential activities using managerial decision tools. This is a capstone course that consolidates the student's learning experience and should only be taken during the last semester before graduation. Three lecture hours per week. Prerequisite: None. Co-requisite: BMGT 2383

**BMGT 2309 - Leadership - 3 sem. hrs. (3-0-0)**

Leadership and its relationship to management. Prepares the student with leadership and communication skills needed to motivate and identify leadership styles. Three lecture hours per week. Prerequisite: None



**CDEC 1321 - The Infant and Toddler - 3 sem. hrs. (3-0-0)**

A study of appropriate infant and toddler programs (birth to age 3), including an overview of development, quality routines, learning environments, materials and activities, and teaching/guidance techniques. Three lecture hours per week. Prerequisite: TECA 1311, TECA 1318, CDEC 1313

**CDEC 1354 - Child Growth and Development - 3 sem. hrs. (3-0-0)**

Physical, emotional, social, and cognitive factors impacting growth and development of children through adolescence. Three lecture hours per week. Prerequisite: None. Lab Fee: \$24

**CDEC 1356 - Emergent Literacy for Early Childhood - 3 sem. hrs. (2-2-0)**

An exploration of principles, methods, and materials for teaching language and literacy through a play-based integrated curriculum to children from birth through age eight. Two lecture and two laboratory hours per week. Prerequisite: None. Lab Fee: \$24

**CDEC 1359 - Children with Special Needs - 3 sem. hrs. (2-2-0)**

A survey of information regarding children with special needs including possible causes and characteristics of exceptionalities, intervention strategies, available resources, referral processes, the advocacy role, and legislative issues. Two lecture and two laboratory hours per week. Prerequisite: TECA 1311, TECA 1318, CDEC 1313. Lab Fee: \$24

**CDEC 2280 - Cooperative Education - Child Care Provider/Assistant - 2 sem. hrs. (1-0-8)**

Career-related activities encountered in the student's area of specialization offered through an individualized agreement among the college, employer, and student. Under the supervision of the college and the employer, the student combines classroom learning with work experience. Includes a lecture component. One lecture and eight external hours per week. Prerequisite: CDEC 1281, TECA 1311, TECA 1318, CDEC 1313. Co-op Fee: \$16.25

**CDEC 2281 - Cooperative Education - Child Care Provider/Assistant - 2 sem. hrs. (1-0-8)**

Career related activities encountered in the student's area of specialization are offered through an individualized agreement among the college, employer, and student. Under the supervision of the college and the employer, the student combines classroom learning with work experience. Includes a lecture component. This is a capstone course and should only be taken during the last semester before graduation. One lecture and eight external hours per week. Prerequisite: CDEC 2280, CDEC 1319, CDEC 1356, CDEC 1281, CDEC 2307, and TECA 1303. Co-op Fee: \$16.25

**CDEC 2307 - Math and Science for Early Childhood - 3 sem. hrs. (2-2-0)**

Exploration of principles, methods, and materials for teaching children math and science concepts and process skills through discovery and play. Two lecture and two laboratory hours per week. Prerequisite: None. Lab Fee: \$24

**CDEC 2326 - Administration of Programs for Children I - 3 sem. hrs. (2-2-0)**

Application of management procedures for early care and education programs. Includes planning, operating, supervising, and evaluating programs. Topics cover philosophy, types of programs, policies, fiscal management, regulations, staffing, evaluation, and communication. Two lecture and two laboratory hours per week. Prerequisite: CDEC 1319, CDEC 1356, CDEC 1281, CDEC 2307, and TECA 1303. Lab Fee: \$24

**CETT 1302 - Electricity Principles - 3 sem. hrs. (2-4-0)**

Principles of electricity including proper use of test equipment, A/C and D/C circuits, and component theory and operations. Two lecture and four laboratory hours per week. Prerequisite: None. Lab Fee: \$24; Uniform Fee: \$150; VGI Refrigerant Certification Fee: \$20; Employment Ready Testing Fee: \$15; Consumable Supplies Fee: \$50

**CETT 1409 - DC-AC Circuits - 4 sem. hrs. (3-3-0)**

Fundamentals of DC circuits and AC circuits operation including Ohm's law, Kirchhoff's laws, networks, transformers, resonance, phasors, capacitive and inductive and circuit analysis techniques. Three lecture and three laboratory hours per week. Prerequisite: CETT 1402. Lab Fee: \$24

**CHEM 1111 - General Chemistry I Laboratory - 1 sem. hrs. (0-4-0) 4005015303**

General principles, problems, fundamental laws, and theories. Course content provides a foundation for work in advanced chemistry and related sciences. CHEM 1111 is a laboratory course involving laboratory studies related to topics in Chemistry 1311. Four laboratory hours per week. Prerequisite: CHEM 1311 General Chemistry I or. Co-requisite: CHEM 1311 General Chemistry I. Lab Fee: \$24

**CHEM 1112 - General Chemistry II Laboratory - 1 sem. hrs. (0-4-0) 4005015603**

General principles, problems, fundamental laws, and theories. Course content provides a foundation for work in advanced chemistry and related sciences. CHEM 1112 is a laboratory course involving selected laboratory studies related to topics in Chemistry 1312. Four laboratory hours per week. Prerequisite: CHEM 1312 General Chemistry II or. Co-requisite: CHEM 1312 General Chemistry II. Lab Fee: \$24

**CHEM 1311 - General Chemistry I - 3 sem. hrs. (3-0-0) 4005015203**

Fundamental principles of Chemistry for majors in the sciences, health sciences, and engineering; topics include measurements, fundamental properties of matter, states of matter, chemical reactions, chemical stoichiometry, periodicity of elemental properties, atomic structure, chemical bonding, molecular structure, solutions, properties of gases, and an introduction to thermodynamics and descriptive chemistry. High school chemistry is strongly recommended. Three lecture hours per week. Prerequisite: Math 1314 College Algebra or equivalent academic preparation. Co-requisite: CHEM 1111 General Chemistry I Laboratory.



**CJLE 1327 – Interviewing and Report Writing for Criminal Justice Professions – 3 sem. hrs. (3-0-0)**

Instruction and skill development in interviewing, note-taking, and report writing in the criminal justice context. Development of skills to conduct investigations by interviewing witnesses, victims, and suspects properly. Organization of information regarding incidents into effective written reports. Three lecture hours per week. Prerequisite: CRIJ 1301 or CJSA 1322

**CJLE 1358 - Rights of Prisoners - 3 sem. hrs. (3-0-0)**

Legal rights of convicted offenders incarcerated in state and federal penal institutions. Emphasizes constitutional principles, case law, and federal and state statutes concerning prisoner rights. Three lecture hours per week. Prerequisite: None.

**CJLE 1429 – Basic Peace Officer V – 4 sem. hrs. (2-7-0)**

Supplemental course taken in conjunction with Basic Peace Officer Courses I, II, III, and IV. Satisfies or exceeds the Texas Commission on Law Enforcement approved Basic Peace Officer Academy Course #1000. **\*\*\*THIS COURSE MAY BE OFFERED ONLY BY INSTITUTIONS LICENSED AS A POLICE ACADEMY by Texas Commission on Law Enforcement\*\*\*** Two lecture and seven laboratory hours per week. Prerequisite: Admission to Basic Peace Officer Training Academy. Co-requisite: CJLE 1506, CJLE 1512, CJLE 1518, CJLE 1524. Lab Fee: \$24; State Licensure Test Fee: \$35

**CJLE 1506 - Basic Peace Officer I - 5 sem. hrs. (3-6-0)**

Basic preparation for a new peace officer. Should be taken in conjunction with Basic Peace Officer II, III, and IV, (supplement) to satisfy the Texas Commission on Law Enforcement approved Basic Peace Officer Training Academy. **\*\*\*THIS COURSE MAY BE OFFERED ONLY BY INSTITUTIONS LICENSED AS A POLICE ACADEMY BY Texas Commission on Law Enforcement\*\*\*** Three lecture and six laboratory hours per week. Prerequisite: Admission to Basic Peace Officer Training Academy. Co-requisite: **CJLE 1429**, CJLE 1512, CJLE 1518, CJLE 1524. Lab Fee: \$24

**CJLE 1512 - Basic Peace Officer II - 5 sem. hrs. (3-6-0)**

Basic preparation for a new peace officer. Should be taken in conjunction with Basic Peace Officer I, III, and IV (supplement) to satisfy the Texas Commission on Law Enforcement approved Basic Peace Officer Training Academy. **\*\*\*THIS COURSE MAY BE OFFERED ONLY BY INSTITUTIONS LICENSED AS A POLICE ACADEMY BY Texas Commission on Law Enforcement\*\*\*** Three lecture and six laboratory hours per week. Prerequisite: Admission to Basic Peace Officer Training Academy. Co-requisite: **CJLE 1429**, CJLE 1506, CJLE 1518, CJLE 1524. Lab Fee \$24

**CJLE 1518 - Basic Peace Officer III - 5 sem. hrs. (3-6-0)**

Basic preparation for a new peace officer. Should be taken in conjunction with Basic Peace Officer I, II, and IV (supplement) to satisfy the Texas Commission on Law Enforcement approved Basic Peace Officer Academy. **\*\*\*THIS COURSE MAY BE OFFERED ONLY BY INSTITUTIONS LICENSED AS A POLICE ACADEMY BY Texas Commission on Law Enforcement\*\*\*** Three lecture and six laboratory hours per week. Prerequisite: Admission to Basic Peace Officer Training Academy. Co-requisite: **CJLE 1429**, CJLE 1506, CJLE 1512, CJLE 1524. Lab Fee \$24

**CJLE 1524 - Basic Peace Officer IV - 5 sem. hrs. (3-6-0)**

Basic preparation for a new peace officer. Should be taken in conjunction with Basic Peace Officer I, II, III, and IV (supplement) to satisfy the Texas Commission on Law Enforcement approved Basic Peace Officer Training Academy. **\*\*\*THIS COURSE MAY BE OFFERED ONLY BY INSTITUTIONS LICENSED AS A POLICE ACADEMY BY Texas Commission on Law Enforcement\*\*\*** Three lecture and six laboratory hours per week. Prerequisite: Admission to Basic Peace Officer Training Academy. Co-requisite: **CJLE 1429**, CJLE 1506, CJLE 1512, CJLE 1518. Lab Fee \$24

**CJLE 2247 - Tactical Skills for Police - 2 sem. hrs. (3-0-0)**

Development of proficiency with a range of impact weapons and/or chemical agents and defensive techniques necessary to control a violent person. Three lecture hours per week. Prerequisite: None.

**CJSA 1302 - Private Security Officer Training - 3 sem. hrs. (3-0-0)**

A critical study of the provisions of the Texas Private Investigators and Private Security Agencies Act. Topics include the impact of the code on procedures and policies, judicial interpretation of statutes and related procedures, and rules and regulations. Satisfies the requirements for Commissioned Security Officer Skill Certification. Three lecture hours per week. Prerequisite: None.

**CJSA 1308 - Criminalistics I - 3 sem. hrs. (3-0-0)**

Introduction to the field of criminalistics. Topics include the application of scientific and technical methods in the investigation of crime including location, identification, and handling of evidence for scientific analysis. Three lecture hours per week. Prerequisite: None.

**CJSA 1312 - Crime In America - 3 sem. hrs. (3-0-0)**

American crime problems in historical perspective, social and public policy factors affecting crime; impact and crime trends; social characteristics of specific crimes; prevention of crime. Three lecture hours per week. Prerequisite: None.

**CJSA 1313 - Court Systems and Practices - 3 sem. hrs. (3-0-0)**

The judiciary in the criminal justice system; structure of the American court system; prosecution; right to counsel; pre-trial release; grand juries; adjudication process; types and rules of evidence, sentencing. Three lecture hours per week. Prerequisite: None.

**CJSA 1322 - Introduction to Criminal Justice - 3 sem. hrs. (3-0-0)**

History and philosophy of criminal justice and ethical considerations; crime defined; its nature and impact; overview of criminal justice system; law enforcement; court system; prosecution and defense; trial process; corrections. Three lecture hours per week. Prerequisite: None.

**DANC 2303 - Dance Appreciation I - 3 sem. hrs. (3-0-0) 5003015426**

Survey of primitive, classical, and contemporary dance and its interrelationship with cultural developments and other art forms. Three lecture hours per week. Prerequisite: None.

**DANC 2304 - Dance Appreciation II - 3 sem. hrs. (3-0-0) 5003015426**

Survey of the development of contemporary dance forms and their relationships with other modern art forms. Three lecture hours per week. Prerequisite: None.

**DEMR 1301 - Shop Safety and Procedures - 3 sem. hrs. (2-2-0)**

A study of shop safety, rules, basic shop tools, and test equipment. Two lecture and two laboratory hours per week. Prerequisite: None. Lab Fee: \$24

**DEMR 1310 - Diesel Engine Testing and Repair I - 3 sem. hrs. (2-4-0)**

An introduction to testing and repairing diesel engines including related systems and specialized tools. Two lecture and four laboratory hours per week. Prerequisite: None. Lab Fee: \$24

**DEMR 1330 - Steering and Suspension I - 3 sem. hrs. (2-4-0)**

A study of design, function, maintenance, and repair of steering and suspension systems. Emphasis on troubleshooting and repair of failed components. Two lecture and four laboratory hours per week. Prerequisite: None. Lab Fee: \$24

**DEMR 1349 - Diesel Engine II - 3 sem. hrs. (2-4-0)**

An in-depth coverage of disassembly, repair, identification, evaluation, and reassembly of diesel engines. Two lecture and four laboratory hours per week. Prerequisite: None. Lab Fee: \$24

**DEMR 1405 - Basic Electrical Systems - 4 sem. hrs. (2-6-0)**

Basic principles of electrical systems of diesel powered equipment with emphasis on starters, alternators, and batteries. Two lecture and six laboratory hours per week. Prerequisite: None. Lab Fee: \$24

**DEMR 1406 - Diesel Engine I - 4 sem. hrs. (2-6-0)**

An introduction to the basic principles of diesel engines and systems. Two lecture and six laboratory hours per week. Prerequisite: None. Lab Fee: \$24; Uniform Fee: \$120; Consumable Supplies Fee: \$75

**DEMR 1417 - Basic Brake Systems - 4 sem. hrs. (2-6-0)**

Basic principles of brake systems of diesel powered equipment. Emphasis on maintenance, repairs, and troubleshooting. Two lecture and six laboratory hours per week. Prerequisite: None. Lab Fee: \$24; ASE Exam Fee: \$66

**DEMR 1421 - Power Train I - 4 sem. hrs. (2-6-0)**

Fundamentals of repair and theory of power trains including clutches, transmissions, drive shafts, and differentials. Emphasis on inspection and repair. Two lecture and six laboratory hours per week. Prerequisite: None. Lab Fee: \$24

**DEMR 1423 - Heating Ventilation and Air Conditioning (HVAC) Troubleshooting and Repair - 4 sem. hrs. (2-6-0)**

Introduction to heating, ventilation, and air conditioning theory, testing, and repair. Emphasis on refrigerant reclamation, safety procedures, specialized tools, and repairs. Two lecture and six laboratory hours per week. Prerequisite: None. Lab Fee: \$24; Uniform Fee: \$120; Consumable Supplies Fee: \$75

**DEMR 1447 - Power Train II - 4 sem. hrs. (2-6-0)**

Continuation of fundamentals and theory of power train systems. Emphasis on disassembly, inspection, and repair of power train components. Two lecture and six laboratory hours per week. Prerequisite: None. Lab Fee: \$24

**DEMR 2281 - Cooperative Education - Diesel Mechanics Technology/Technician - 2 sem. hrs. (1-0-7)**

Career-related activities encountered in the student's area of specialization offered through an individualized agreement among the college, employer, and student. Under the supervision of the college and the employer, the student combines classroom learning with work experience. Includes a lecture component. Capstone course that consolidates the student's learning experiences. One lecture and seven external hours per week. Prerequisite: None. Co-requisite: DEMR 1447, DEMR 2348, DEMR 2432. Co-op Fee: \$24

**DEMR 2348 - Failure Analysis - 3 sem. hrs. (2-3-0)**

An advanced course designed for analysis of typical part failures on equipment. Two lecture and three laboratory hours per week. Prerequisite: None. Lab Fee: \$24

**DEMR 2432 - Electronic Controls - 4 sem. hrs. (2-6-0)**

Advanced skills in diagnostic and programming techniques of electronic control systems. Two lecture and six laboratory hours per week. Prerequisite: None. Lab Fee: \$24; ASE Exam Fee: \$66

**DRAM 1120 - Theater Practicum I - 1 sem. hrs. (1-4-0) 5005065326**

Practicum in theater with emphasis on technique and procedures with experience gained in play productions. Participation in and evaluation of rehearsal and performance activities related to the departmental productions. One lecture and four laboratory hours per week. Prerequisite: None. Lab Fee: \$24



academic programs and become effective and efficient learners. Students developing these skills should be able to continually draw from the theoretical models they have learned. Three lecture hours per week. Prerequisite: None.

**EDUC 1301 - Introduction to the Teaching Profession - 3 sem. hrs. (3-0-1) 1301015109**

An enriched and integrated pre-service course and content experience that 1) provides active recruitment and institutional support of students interested in a teaching career, especially in high need fields; 2) provides students with opportunities to participate in early field observations at all levels of P-12 schools with varied and diverse student populations; 3) provides students with support from college and school faculty, preferably in small cohort groups, for the purpose of introduction to and analysis of the culture of schooling and classrooms; 4) course content should be aligned as applicable with State Board for Educator Certification Pedagogy and Professional Responsibilities standards; and 5) course must include a minimum of 16 contact hours of field experience in P-12 classrooms. Three lecture and one external hours per week. Prerequisite: None. Co-op Fee: \$16.25

**EDUC 2301 - Introduction to Special Populations - 3 sem. hrs. (3-0-1) 1310015109**

An enriched, integrated pre-service course and content experience that provides an overview of schooling and classrooms from the perspectives of language, gender, socioeconomic status, ethnic and academic diversity, and equity with an emphasis on factors that facilitate learning. The course provides students with opportunities to participate in early field observations of P-12 special populations and should be aligned as applicable with State Board for Educator Certification Pedagogy and Professional Responsibilities standards. Must include a minimum of 16 contact hours of field experience in P-12 classrooms with special populations. Three lecture and one external hours per week. Prerequisite: EDUC 1301. Co-op Fee: \$16.25

**ELPT 1429 - Residential Wiring - 4 sem. hrs. (3-3-0) 46.0301**

Wiring methods for single family and multi-family dwellings. Includes load calculations, service entrance sizing, proper grounding techniques, and associated safety procedures. Three lecture and three laboratory hours per week. Prerequisite: None. Lab Fee: \$24

**EMSP 1338 – Introduction to Advanced Practice – 3 sem. hrs. (2-3-0)**

Fundamental elements associated with emergency medical services to include preparatory practices, pathophysiology, medication administration, and related topics. Two lecture and three laboratory hours per week. Prerequisites: EMSP 1501, EMSP 1455, EMSP 1456, EMSP 1360. Co-requisites: EMSP 2434, EMSP 2260. FISDAP Fee: \$141.75; Sterling Credentials Fee: \$215.00; Lab Fee: \$24

**EMSP 1360 – Clinical – Emergency Medical Technology/Technician – 3 sem. hrs. (0-0-12)**

A health-related work-based learning experience that enables the student to apply specialized occupational theory, skills, and concepts. Direct supervision is provided by the clinical professional. Twelve external experience hours per week. Prerequisite: None. Co-requisites: EMSP 1501, EMSP 1455, EMSP 1456. Co-Op Fee: \$24

**EMSP 1455 – Trauma Management – 4 sem. hrs. (2-7-0)**

Knowledge and skills in the assessment and management of patients with traumatic injuries. Two lecture and seven laboratory hours per week. Prerequisite: None. Co-requisites: EMSP 1501, EMSP 1456, EMSP 1360. Lab Fee: \$24

**EMSP 1456 – Patient Assessment and Airway Management – 3 sem. hrs. (2-7-0)**

Knowledge and skills required to perform patient assessment, airway management, and artificial ventilation. Two lecture and seven laboratory hours per week. Prerequisite: None. Co-requisites: EMSP 1501, EMSP 1455, EMSP 1360. Lab Fee: \$24

**EMSP 1501 - Emergency Medical Technician - Basic - 5 sem. hrs. (3-5-0)**

Preparation for certification as an Emergency Medical Technician (EMT). Three lecture and five laboratory hours per week. Prerequisite: None. Co-requisites: EMSP 1455, EMSP 1456, EMSP 1360. Lab Fee: \$24; FISDAP Fee: \$115.50; Sterling Credential Fee: \$131; National Registry Emergency Medical Technician Testing Fee: \$98

**EMSP 2135 – Advanced Cardiac Life Support – 1 sem. hrs. (1-1-0)**

Theory and skill necessary for the management of cardiovascular emergencies as specified by the American Heart Association (AHA) guidelines. This course was designed to be repeated multiple times to improve student proficiency. One lecture and one laboratory hours per week. Prerequisites: EMSP 1501, EMSP 1455, EMSP 1456, EMSP 1360, EMSP 1338, EMSP 2434, EMSP 2260, EMSP 2306, EMSP 2444, EMSP 2261. Co-requisites: EMSP 2330, EMSP 2243, EMSP 2364. Lab Fee: \$16.25

**EMSP 2243 – Assessment Based Management – 2 sem. hrs. (1-3-0)**

A summative experience covering comprehensive, assessment-based patient care management for the paramedic level. One lecture and three laboratory hours per week. Prerequisites: EMSP 1501, EMSP 1455, EMSP 1456, EMSP 1360, EMSP 1338, EMSP 2434, EMSP 2260, EMSP 2306, EMSP 2444, EMSP 2216. Co-requisite: EMSP 2330, EMSP 2135, EMSP 2364. Lab Fee: \$24

**EMSP 2260 – Clinical – Emergency Medical Technology/Technician – 2 sem. hrs. (0-0-6)**

A health-related work-based learning experience that enables the student to apply specialized occupational theory, skills, and concepts. Direct supervision is provided by the clinical professional. Six external experience hours per week. Prerequisites: EMSP 1501, EMSP 1455, EMSP 1456, EMSP 1360. Co-requisites: EMSP 1338, EMSP 2434. Co-op Fee: \$24

**EMSP 2261 – Clinical – Emergency Medical Technology/Technician – 2 sem. hrs. (0-0-9)**

A health related work-based learning experience that enables the student to apply specialized occupational theory, skills, and concepts. Direct supervision is provided by the clinical professional. Nine external experience hours per week. Prerequisites: EMSP 1501, EMSP 1455, EMSP 1456, EMSP 1360, EMSP 1338, EMSP 2434, EMSP 2260. Co-requisite: EMSP 2306, EMSP 2444. Co-op Fee: \$24

**EMSP 2305 – EMS Operations – 3 sem. hrs. (2-4-0)**

A health-related work-based learning experience that enables the student to apply specialized occupational theory, skills, and concepts. Direct supervision is provided by the clinical professional. Two lecture and four laboratory hours per week. Prerequisite: None. Lab Fee: \$24



**EMSP 2306 – Emergency Pharmacology – 3 sem. hrs. (2-4-0)**

A study of drug classifications, actions, therapeutic uses, adverse effects, routes of administration, and calculation of dosages. Two lecture and four laboratory hours per week. Prerequisites: EMSP 1501, EMSP 1455, EMSP 1456, EMSP 1360, EMSP 1338, EMSP 2434, EMSP 2260. Co-requisites: EMSP 2444, EMSP 2261. Lab Fee: \$24

**EMSP 2330 – Special Populations – 3 sem. hrs. (2-4-0)**

Knowledge and skills necessary to assess and manage ill or injured patients in diverse populations to include neonatology, pediatrics, geriatrics, and other related topics. Two lecture and four laboratory hours per week. Prerequisites: EMSP 1501, EMSP 1455, EMSP 1456, EMSP 1360, EMSP 1338, EMSP 2434, EMSP 2260, EMSP 2306, EMSP 2444, EMSP 2261. Co-requisites: EMSP 2243, EMSP 2135, EMSP 2364. Lab Fee: \$24

**EMSP 2364 – Practicum (or Field Experience) – Emergency Medical Technology/Technician (EMT Paramedic) – 3 sem. hrs. (0-0-21)**

Practical, general workplace training supported by an individualized learning plan developed by the employer, college, and student. Twenty-one external experience hours per week. Prerequisites: EMSP 1501, EMSP 1455, EMSP 1456, EMSP 1360, EMSP 1338, EMSP 2434, EMSP 2260, EMSP 2306, EMSP 2444, EMSP 2261. Co-requisites: EMSP 2330, EMSP 2243, EMSP 2135. Co-Op Fee: \$24. National Registry Emergency Medical Technician (Paramedic) Testing Fee: \$152.00

**EMSP 2434 – Medical Emergencies – 4 sem. hrs. (3-3-0)**

Knowledge and skills in the assessment and management of patients with medical emergencies, including medical overview, neurology, gastroenterology, immunology, pulmonology, urology, hematology, endocrinology, toxicology, and other related topics. Three lecture and three laboratory hours per week. Prerequisites: EMSP 1501, EMSP 1455, EMSP 1456, EMSP 1360. Co-requisite: EMSP 1338, EMSP 2260. Lab Fee: \$24

**EMSP 2444 – Cardiology – 4 sem. hrs. (2-6-0)**

Assessment and management of patients with cardiac emergencies. Includes single and multi-lead ECG interpretation. Two lecture and six laboratory hours per week. Prerequisites: EMSP 1501, EMSP 1455, EMSP 1456, EMSP 1360, EMSP 1338, EMSP 2434, EMSP 2260. Co-requisite: EMSP 2306, EMSP 2261. Lab Fee: \$24

**ENGL 1301 - Composition I - 3 sem. hrs. (3-0-0) 23130115112**

Intensive study of and practice in writing processes, from invention and researching to drafting, revising, and editing, both individually and collaboratively. Emphasis on effective rhetorical choices, including audience, purpose, arrangement, and style. Focus on writing the academic essay as a vehicle for learning, communicating, and critical analysis. Three lecture hours per week. Prerequisite: None.

**ENGL 1302 - Composition II - 3 sem. hrs. (3-0-0) 2313015112**

Intensive study of and practice in the strategies and techniques for developing research-based expository and persuasive texts. Emphasis on effective and ethical rhetorical inquiry, including primary and secondary research methods; critical reading of verbal, visual, and multimedia texts; systematic evaluation, synthesis, and documentation of information sources; and critical thinking about evidence and conclusions. Three lecture hours per week. Prerequisite: ENGL 1301.

**ENGL 2307 - Creative Writing I - 3 sem. hrs. (3-0-0) 23130215112**

Practical experience in the techniques of imaginative writing. May include fiction, nonfiction, poetry, screenwriting, or drama. Three lecture hours per week. Prerequisite: ENGL 1301.

**ENGL 2311 - Technical and Business Writing - 3 sem. hrs. (3-0-0) 23130315112**

Intensive study of and practice in professional settings. Focus on the types of documents necessary to make decisions and take action on the job, such as proposals, reports, instructions, policies and procedures, e-mail messages, letters, and descriptions of products and services. Practice individual and collaborative processes involved in the creation of ethical and efficient documents. Three lecture hours per week. Prerequisite: ENGL 1301.

**ENGL 2322 - British Literature I - 3 sem. hrs. (3-0-0) 2314045112**

A survey of the development of British literature from the Anglo-Saxon period to the Eighteenth Century. Students will study works of prose, poetry, drama, and fiction in relation to their historical, linguistic, and cultural contexts. Texts will be selected from a diverse group of authors and traditions. Three lecture hours per week. Prerequisite: ENGL 1301 and ENGL 1302.

**ENGL 2323 - British Literature II - 3 sem. hrs. (3-0-0) 2314045112**

A survey of the development of British literature from the Romantic period to the present. Students will study works of prose, poetry, drama, and fiction in relation to their historical and cultural contexts. Texts will be selected from a diverse group of authors and traditions. Three lecture hours per week. Prerequisite: ENGL 1301 and ENGL 1302.

**ENGL 2327 - American Literature I - 3 sem. hrs. (3-0-0) 2314025112**

A survey of American literature from the period of exploration and settlement through the Civil War. Students will study works of prose, poetry, drama, and fiction in relation to their historical and cultural contexts. Texts will be selected from among a diverse group of authors for what they reflect and reveal about the evolving American experience and character. Significant American prose and poetry to 1865. Three lecture hours per week. Prerequisite: ENGL 1301 and ENGL 1302.

**ENGL 2328 - American Literature II - 3 sem. hrs. (3-0-0) 2314025112**

A survey of American literature from the Civil War to the present. Students will study works of prose, poetry, drama, and fiction in relation to their historical and cultural contexts. Texts will be selected from among a diverse group of authors for what they reflect and reveal about the evolving American experience and character. Significant American prose and poetry from 1865 to the present. Three lecture hours per week. Prerequisite: ENGL 1301 and ENGL 1302.



**ENGL 2332 - World Literature I - 3 sem. hrs. (3-0-0) 1601045213**

A survey of world literature from the ancient world through the sixteenth century. Students will study works of prose, poetry, drama, and fiction in relation to their historical and cultural contexts. Texts will be selected from a diverse group of authors and traditions. Three lecture hours per week. Prerequisite: ENGL 1301 and ENGL 1302.

**ENGL 2333 - World Literature II - 3 sem. hrs. (3-0-0) 1601045213**

A survey of world literature from the seventeenth century to the present. Students will study works of prose, poetry, drama, and fiction in relation to their historical and cultural contexts. Texts will be selected from a diverse group of authors and traditions. Three lecture hours per week. Prerequisite: ENGL 1301 and ENGL 1302.

**ENGL 2351 – Mexican-American Literature – 3 sem. hrs. (3-0-0) 0502035525**

A survey of Mexican-American/Chicanx from Mesoamerica to the present. Students will study literary works of fiction, poetry, drama, essays, and memoirs in relation to their historical, linguistic, political, regional, gendered, and cultural contexts. Texts will be selected from a diverse group of authors, literary movements, and media forms. Topics and themes may include the literary performance of identity and culture, aesthetic mediation of racialization, struggle and protest, and artistic activism. Three lecture hours per week. Prerequisite: ENGL 1301

**ENGR 1201 - Introduction to Engineering - 2 sem. hrs. (2-0-0) 1401015110**

An introduction to the engineering profession with emphasis on technical communication and team-based engineering design. Two lecture hours per week. Prerequisite: MATH 1314 or equivalent academic preparation

**ENGR 1304 - Engineering Graphics – 2 sem. hrs. (2-0-0) 1513015111**

Introduction to computer-aided drafting using CAD software and sketching to generate two- and three-dimensional drawings based on the conventions of engineering graphical communication; topics include spatial relationships, multi-view projections and sectioning, dimensioning, graphical presentation of data, and fundamentals of computer graphics. Two lecture and two laboratory hours per week. Prerequisite: MATH 1314 or equivalent academic preparation. Lab Fee \$24

**ENGR 1307 – Plane Surveying – 3 sem. Hrs. (2-3-0) 1511025111**

Development of skills necessary to recognize and solve problems in surveying. Introduction and use of various precision instruments used for surveying, including level, theodolites, electronic distance measuring equipment, and total stations for collecting field data. Introduction to Global Position Systems (GPS) and Geographic Information Systems (GIS) and their use in surveying; and use of graphic design software, such as AutoCAD or Microstation, in surveying problems. Two lecture and three laboratory hours per week. Prerequisite: MATH 1316 or equivalent; ENGR 1304. Lab Fee: \$24

**ENGR 2105 – Electrical Circuits I Laboratory – 1 sem. hrs. (0-3-0) 1410015510**

Laboratory experiments supporting theoretical principles presented in ENGR 2305 involving DC and AC circuit theory, network theorems, time, and frequency domain circuit analysis. Introduction to principles and operation of basic laboratory equipment; laboratory report preparation. Three lecture hours per week. Prerequisite: None. Co-requisite: ENGR 2305. Lab Fee: \$24

**ENGR 2301 - Engineering Mechanics - Statics - 3 sem. hrs. (3-0-0) 1411015210**

Basic theory of engineering mechanics, using calculus, involving the description of forces, moments, and couples acting on stationary engineering structures; equilibrium in two and three dimensions; free-body diagrams; friction; centroids; centers of gravity; and moments of inertia. Three lecture hours per week. Prerequisites: PHYS 2325/PHYS 2125. Co-requisite: MATH 2414

**ENGR 2302 - Engineering Mechanics - Dynamics - 3 sem. hrs. (3-0-0) 1411015310**

Basic theory of engineering mechanics, using calculus, involving the motion of particles, rigid bodies, and systems of particles; Newton's Laws; work and energy relationships; principles of impulse and momentum; application of kinetics and kinematics to the solution of engineering problems. Three lecture hours per week. Prerequisite: ENGR 2301

**ENGR 2303 - Engineering Mechanics - Statics and Dynamics - 3 sem. hrs. (3-0-0) 1411015310**

Combined, single-semester study of statics and dynamics. Calculus-based study of dynamics of rigid bodies, force-mass acceleration, work energy, and impulse-momentum computation. Three lecture hours per week. Prerequisite: MATH 2413 and PHYS 2425.

**ENGR 2304 - Programming for Engineers - 3 sem. hrs. (2-3-0) 1102015207**

Programming principles and techniques for matrix and array operations, equation solving, and numeric simulations applied to engineering problems and visualization of engineering information; platforms include spreadsheets, symbolic algebra packages, engineering analysis software, and laboratory control software. Two lecture and three laboratory hours per week. Prerequisite: MATH 2413. Lab Fee: \$24

**ENGR 2305 – Electrical Circuits I - 3 sem. hrs. (3-0-0) 1410015110**

Principles of electrical circuits and systems. Basic circuit elements (resistance, inductance, mutual inductance, capacitance, independent and dependent controlled voltage, and current sources). Topology of electrical networks; Kirchhoff's laws; node and mesh analysis; DC circuit analysis; operational amplifiers; transient and sinusoidal steady-state analysis; AC circuit analysis; first- and second-order circuits; Bode plots; and use of computer simulation software to solve circuit problems. Three lecture hours per week. Prerequisites: PHYS 2326/2126; MATH 2414. Co-requisite: MATH 2320

**ENGR 2308 – Engineering Economics – 3 sem. hrs. (3-0-0) 1401015210**

Methods used for determining the comparative financial desirability of engineering alternatives. Provides the student with the basic tools required to analyze engineering alternatives in terms of their worth and cost, an essential element of engineering practice. The student is introduced to the concept of time value of money and the methodology of basic engineering economy techniques. The course will address some aspects of sustainability and will provide the student with the background to enable them to pass the Engineering Economy portion of the Fundamentals of Engineering Exam. Three lecture hours per week. Prerequisite: MATH 2413



**GOVT 2306 - Texas Government (Texas Constitution and Topics) - 3 sem. hrs. (3-0-0) 4510025125**  
Origin and development of the Texas Constitution, structure and powers of state and local government, federalism and inter-governmental relations, political participation, the election process, public policy, and the political culture of Texas. Three lecture hours per week. Prerequisite: None.

**HALT 1301 - Principles of Horticulture - 3 sem. hrs. (2-3-0)**  
An overview of the horticulture industry, plant science, terminology, classification, propagation, environmental responses, and careers and opportunities in the field of horticulture. Two lecture and three laboratory hours per week. Prerequisite: None. Lab Fee: \$24

**HALT 2314 - Plant Propagation - 3 sem. hrs. (2-3-0)**  
A study of the sexual and asexual propagation of plants used in horticulture. Topics include propagation by seeds, cuttings, grafting, budding, layering, division, separation, and tissue culture; and environmental factors of propagation. Two lecture and three laboratory hours per week. Prerequisite: None. Lab Fee: \$24

**HART 1403 - Air Conditioning Control Principles - 4 sem. hrs. (2-6-0)**  
A basic study of HVAC and refrigeration controls; troubleshooting of control components; emphasis on use of wiring diagrams to analyze high and low voltage circuits; a review of Ohm's law as applied to air conditioning controls and circuits. Two lecture and six laboratory hours per week. Prerequisite: CETT 1402 and HART 1407 or approval of instructor. Lab Fee: \$24

**HART 1407 - Refrigeration Principles - 4 sem. hrs. (2-6-0)**  
An introduction to the refrigeration cycle, heat transfer theory, temperature/pressure relationship, refrigerant handling, refrigeration components and safety. Two lecture and six laboratory hours per week. Prerequisite: CETT 1402 or approval of instructor. Lab Fee: \$24

**HART 1441 - Residential Air Conditioning - 4 sem. hrs. (2-6-0)**  
A study of components, applications, and installation of mechanical air conditioning systems including operating conditions, troubleshooting, repair, and charging of air conditioning systems. Two lecture and six laboratory hours per week. Prerequisite: CETT 1402 or HART 1407 or approval of instructor. Lab Fee: \$24; Employment Ready Testing \$15.00

**HART 1445 - Gas and Electric Heating - 4 sem. hrs. (2-6-0)**  
Study of the procedures and principles used in servicing heating systems including gas fired furnaces and electric heating systems. Two lecture and six laboratory hours per week. Prerequisite: CETT 1402 and HART 1403 or approval of instructor. Lab Fee: \$24

**HART 2280 - Cooperative Education - Heating, Air Conditioning, and Refrigeration Technology/Technician - 2 sem. hrs. (1-0-7)**  
Career-related activities encountered in the student's area of specialization offered through an individualized agreement among the college, employer, and student. Under the supervision of the college and the employer, the student combines classroom learning with work experience. Includes a lecture component. Capstone course that consolidates the student's learning experiences. One lecture and seven external hours per week. Prerequisite: None. Co-requisite: HART 2445, HART 2449. Co-op Fee: \$24; Student End of Program Assessment Fee: \$36

**HART 2436 - Air Conditioning Troubleshooting - 4 sem. hrs. (2-6-0)**  
An advanced course in application of troubleshooting principles and use of test instruments to diagnose air conditioning and refrigeration components and system problems including conducting performance tests. Two lecture and six laboratory hours per week. Prerequisite: CETT 1402, HART 1403, HART 1407, HART 1441, HART 2442 and HART 1445 or approval of instructor. Lab Fee: \$24

**HART 2438 - Air Conditioning Installation and Startup - 4 sem. hrs. (2-6-0)**  
A study of air conditioning system installation, refrigerant piping, condensate disposal, and air cleaning equipment with emphasis on startup and performance testing. Capstone course that consolidates the student's learning experiences. Two lecture and six laboratory hours per week. Prerequisite: CETT 1402, HART 1403 and HART 1441 or approval of instructor. Lab Fee: \$24; EPA Certification Fee: \$20, Student End of Program Assessment Fee \$24

**HART 2442 - Commercial Refrigeration - 4 sem. hrs. (2-6-0)**  
Theory and practical application in the maintenance of commercial refrigeration; medium and low temperature applications and ice machines. Two lecture and six laboratory hours per week. Prerequisite: CETT 1402, HART 1407, and MAIR 1449 or approval of instructor. Lab Fee: \$24; R-410 Employment Ready Testing Fee: \$25.00; Commercial Refrigeration Test Fee: \$15.00; Uniform Fee: \$150

**HART 2445 - Residential Air Conditioning Systems Design - 4 sem. hrs. (2-6-0)**  
Study of the properties of air and results of cooling, heating, humidifying or dehumidifying; heat gain and heat loss calculations including equipment selection and balancing the air system. Two lecture and six laboratory hours per week. Prerequisite: HART 1403, HART 1407, HART 1441 or approval of instructor. Lab Fee: \$24; Refrigerant 410A Certification Fee: \$25

**HART 2449 - Heat Pumps - 4 sem. hrs. (2-6-0)**  
A study of heat pumps, heat pump control circuits, defrost controls, auxiliary heat, air flow, and other topics related to heat pump systems. Two lecture and six laboratory hours per week. Prerequisite: CETT 1402, HART 1403, HART 1407, and HART 1441. Lab Fee: \$24; Other Fees: Heat Pump Employment Ready Test \$15.00



**HECO 1322 - Nutrition & Diet Therapy - 3 sem. hrs. (3-0-0) 1905015109**

This course introduces general nutritional concepts in health and disease and includes practical applications of that knowledge. Special emphasis is given to nutrients and nutritional processes including functions, food sources, digestion, absorption, and metabolism. Food safety, availability, and nutritional information including food labels, advertising, and nationally established guidelines are addressed. (Cross-listed as BIOL 1322). Three lecture hours per week. Prerequisite: None.

**HIST 1301 - United States History I - 3 sem. hrs. (3-0-0) 5401025125**

A survey of the social, political, economic, cultural, and intellectual history of the United States from pre-Columbian era to the Civil War/Reconstruction period. United States History I includes the study of pre-Columbian, colonial, revolutionary, early national, slavery and sectionalism, and the Civil War/Reconstruction eras. Themes that may be addressed in United States History I include: American settlement and diversity, American culture, religion, civil and human rights, technological change, economic change, immigration and migration, and creation of the federal government. Three lecture hours per week. Prerequisite: None

**HIST 1302 - United States History II - 3 sem. hrs. (3-0-0) 5401025125**

A survey of the social, political, economic, cultural, and intellectual history of the United States from the Civil War/Reconstruction era to the present. United States History II examines industrialization, immigration, world wars, the Great Depression, Cold War and post-Cold War eras. Themes that may be addressed in United States History II include: American culture, religion, civil and human rights, technological change, economic change, immigration and migration, urbanization and suburbanization, the expansion of the federal government, and the study of U.S. foreign policy. Three lecture hours per week. Prerequisite: None.

**HIST 2301 - Texas History - 3 sem. hrs. (3-0-0) 5401025225**

A survey of the political, social, economic, cultural, and intellectual history of Texas from the pre-Columbian era to the present. Themes that may be addressed in Texas History include: Spanish colonization and Spanish Texas; Mexican Texas; the Republic of Texas; statehood and secession; oil, industrialization, and urbanization; civil rights; and modern Texas. Three lecture hours per week. Prerequisite: None.

**HIST 2311 - Western Civilization I - 3 sem. hrs. (3-0-0) 5401015425**

A survey of the social, political, economic, cultural, religious, and intellectual history of Europe and the Mediterranean world from human origins to the 17<sup>th</sup> century. Themes that should be addressed in Western Civilization I include the cultural legacies of Mesopotamia, Egypt, Greece, Rome, Byzantium, Islamic civilizations, and Europe through the Middle Ages, Renaissance, and Reformations. Three lecture hours per week. Prerequisite: None.

**HIST 2312 - Western Civilization II - 3 sem. hrs. (3-0-0) 5401015425**

A survey of the social, political, economic, cultural, religious, and intellectual history of Europe and the Mediterranean world from the 17<sup>th</sup> century to the modern era. Themes that should be addressed in Western Civilization II include absolutism and constitutionalism, growth of nation states, the Enlightenment, revolutions, classical liberalism, industrialization, imperialism, global conflict, the Cold War, and globalism. Three lecture hours per week. Prerequisite: None.

**HIST 2327 – Mexican-American History I – 3 sem. hrs. (3-0-0) 0502035225**

A survey of the economic, social, political, intellectual, and cultural history of Mexican Americans/Chicanx. Periods include early indigenous societies, conflict and conquest, early European colonization and empires, New Spain, early revolutionary period, Mexican independence and nation building, United States expansion to the United States-Mexico War 1846-1848. Themes to be addressed are mestizaje and racial formation in the early empire, rise and fall of native and African slavery, relationship to early global economies, development of New Spain's /Mexico's northern frontier, gender and power, missions, resistance and rebellion, emergence of Mexican identities, California mission secularization, Texas independence, United States' wars with Mexico, and the making of borders and borderlands. (May be applied to U.S. History requirement) Three lecture hours per week. Prerequisite: None.

**HITT 1305 – Medical Terminology I – 3 sem. hrs. (3-0-0)**

Study of medical terms through word origin and structure. Introduction to abbreviations and symbols, surgical and diagnostic procedures, and medical specialties. Three lecture hours per week. Co-requisites: NURA 1307, MDCA 1205, HITT 1305, NURA 1401.

**HRPO 2301 - Human Resources Management - 3 sem. hrs. (3-0-0)**

Behavioral and legal approaches to the management of human resources in organizations. Three lecture hours per week. Prerequisite: None.

**HRPO 2307 Organizational Behavior – 3 sem. hrs. (3-0-0)**

The analysis and application of organizational theory, group dynamics, motivation theory, leadership concepts, and the integration of interdisciplinary concepts from the behavioral sciences. Three lecture hours per week. Prerequisite: None

**HUMA 1301 - Introduction to the Humanities I - 3 sem. hrs. (3-0-0) 2401035112**

This stand-alone course is an interdisciplinary survey of cultures focusing on the philosophical and aesthetic factors in human values with an emphasis on the historical development of the individual and society and the need to create. Three lecture hours per week. Prerequisite: None.

**HUMA 1302 – Introduction to Humanities II – 3 sem. hrs. (3-0-0) 2401035112**

This stand-alone course is an interdisciplinary survey of cultures focusing on the philosophical and aesthetic factors in human values with an emphasis on the historical development of the individual and society and the need to create. Three lecture hours per week. Prerequisite: None

**HUMA 1315 - Fine Arts Appreciation - 3 sem. hrs. (3-0-0) 5001015126**

Understanding purposes and processes in the visual and musical arts including evaluation of selected works. This course may include dance, drama, and/or literary works. Three lecture hours per week. Prerequisite: None.



**HUMA 2323 - World Cultures – 3 sem. hrs. (3-0-0) 240103512**

This course is a general study of diverse world cultures. Topics include cultural practices, social structures, religions, arts, and languages. Prerequisite: None

**IBUS 1305 - Introduction to International Business and Trade - 3 sem. hrs. (3-0-0)**

The techniques of entering the international marketplace. Emphasis on the impact and dynamics of sociocultural, demographic, economic, technological, and political-legal factors in the foreign trade environment. Topics include patterns of world trade, internationalization of the firm, and operating procedures of the multinational enterprise. The techniques for entering the international marketplace. Emphasis on the impact and dynamics of sociocultural, demographic, economic, technological, and political-legal factors in the foreign trade environment. Topics include patterns of world trade, internationalization of the firm, and operating procedures of the multinational enterprise. Three lecture hours per week. Prerequisite: None.

**IBUS 1351 - Multinational Enterprises and Partnerships - 3 sem. hrs. (3-0-0)**

The essential relationship between domestic and foreign business and industries engaged in shared services and production. Includes economic development through international co-production agreements with governments, technology transfer, legal, financial, labor, and management factors, and practical applications of agreements. Three lecture hours per week. Prerequisite: None.

**IBUS 2345 - Import Customs Regulations - 3 sem. hrs. (3-0-0)**

Duties and responsibilities of the licensed customs broker. Includes processes for customs clearance including appraisalment, bonded warehouse entry, examination of goods, harmonized tariffs, fees, bonding, penalties, quotas, immediate delivery, consumption, and liquidation, computerized systems, laws, and regulations. Three lecture hours per week. Prerequisite: None.

**IMED 1301 - Introduction to Digital Media - 3 sem. hrs. (2-3-0)**

Theories, elements, and hardware/software components of digital media. Emphasis on conceptualizing and producing digital media presentations. Two lecture and three laboratory hours per week. Prerequisite: None. Lab Fee: \$24

**IMED 1316 - Web Design I - 3 sem. hrs. (2-3-0)**

Instruction in web design and related graphic design including mark-up languages, and browser issues. Basic computer skills recommended and may be tested the first week of school. If skills are not met, student will be advised to register for COSC 1301. Two lecture and three laboratory hours per week. Prerequisite: None. Lab Fee: \$24

**IMED 2309 - Internet Commerce - 3 sem. hrs. (2-3-0)**

An overview of the Internet as a marketing and sales tool with emphasis on developing a prototype for electronic commerce. Topics include dynamic data, integration, data collection, and on-line transactions. Two lecture and three laboratory hours per week. Prerequisite: None. Co-requisite: IMED 1316 and ITSW 1307. Lab Fee: \$24

**INRW 0001 - Integrated Reading/Writing (BASE INRW) - 1 sem. hrs. (0-1-0)**

Development of college-level writing focusing on idea generation, drafting, organization, revision, and utilization of standard English. This Intervention is designed specifically for students assessed at BASE levels 3-4 and must be part of a student's co-enrollment (co-requisite) enrollment: as a mainstreamed intensifier providing contact hours for additional, just-in-time instructional support for the student's success in the developmental writing course, or as a contextualized and/or integrated basic skills instructional support for a Career/Technical Education course. One laboratory hours per week. Prerequisite: None. Lab Fee: \$16.25

**INRW 0301 – Integrated Reading and Writing I – 3 sem. hrs. (3-1-0)**

This is a combined lecture/lab performance-based course designed to develop students' critical reading and academic writing skills. The course provides opportunities for students to develop the foundational skills needed to fulfill TSI requirements for reading and/or writing. Successful completion of this course means that students can enroll in the highest level of integrated reading/writing offered at SWTJC. This is a course with a required lab. Three lecture and one laboratory hours per week. Prerequisite: None. Lab Fee: \$16.25

**INRW 0302 - Integrated Reading and Writing II - 3 sem. hrs. (3-1-0) 32.0108.59 12**

This is a combined lecture/lab, performance-based course designed to develop students' critical reading and academic writing skills. The focus of the course will be on applying critical reading skills for organizing, analyzing, and retaining material and developing written work appropriate to the audience, purpose, situation, and length of the assignment. The course integrates preparation in basic academic reading skills with basic skills in writing a variety of academic essays. This is a course with a required lab. The course fulfills TSI requirements for reading and writing. Three lecture and one laboratory hours per week. Prerequisite: None. Lab Fee: \$16.25

**ITNW 1313 - Computer Virtualization - 3 sem. hrs. (2-3-0)**

Implement and support virtualization of clients of servers in a networked computing environment. This course explores installation, configuration, and management of computer virtualization workstation and servers. Install and configure virtual machines managers; create and network virtual machines; and set priorities for accessing resources. Move and clone virtual machines. Ensure high availability of applications within virtual machines. Lectures, projects, and exercises reinforce skills as they are learned. Two lecture and three laboratory hours per week. Prerequisite: ITSC 1305. Lab Fee: \$24

**ITNW 1325 - Fundamentals of Networking Technologies - 3 sem. hrs. (2-3-0)**

Instruction in networking technologies and their implementation. Topics include the OSI reference model, network protocols, transmission media, and networking hardware and software. Two lecture and three laboratory hours per week. Prerequisite: None. Lab Fee: \$24



estimation, technology, and communication should be embedded throughout the course. Additional topics may be covered. Three lecture hours per week. Prerequisite: Two years of high school algebra.

**MATH 1342 - Elementary Statistical Methods - 3 sem. hrs. (3-0-0) 2705015119**

Collection, analysis, presentation and interpretation of data, and probability. Analysis includes descriptive statistics, correlation and regression, confidence intervals and hypothesis testing. Use of appropriate technology is recommended. Upon successful completion of this course, students will: 1) Apply calculus to solve business, economics, and social sciences problems. 2) Apply appropriate differentiation techniques to obtain derivatives of various functions, including logarithmic and exponential functions. 3) Solve application problems involving implicit differentiation and related rates. 4) Solve optimization problems with emphasis on business and social sciences applications. 5) Determine appropriate technique(s) of integration. 6) Integrate functions using the method of integration by parts or substitution, as appropriate. 7) Solve business, economics, and social sciences applications problems using integration techniques. Three lecture hours per week. Prerequisite: Two years of high school algebra.

**MATH 1350 – Mathematics for Teachers I (Fundamentals of Mathematics I) - 3 sem. hrs. (3-0-0) 2701015619**

This course is intended to build or reinforce a foundation in fundamental mathematics concepts and skills. It includes the conceptual development of the following: sets, functions, numeration systems, number theory, and properties of the various number systems with an emphasis on problem solving and critical thinking. Three lecture hours per week. Prerequisite: Math 1314.

**MATH 1351 – Mathematics for Teachers II (Fundamentals of Mathematics II) - 3 sem. hrs. (3-0-0) 2701016019**

This course is intended to build or reinforce a foundation in fundamental mathematics concepts and skills. It includes the concepts of geometry, measurement, probability, and statistics with an emphasis on problem solving and critical thinking. Three lecture hours per week. Prerequisite: MATH 1314.

**MATH 2312 - Pre-Calculus Math - 3 sem. hrs. (3-0-0) 2701015819**

In-depth combined study of algebra, trigonometry, and other topics for calculus readiness. Three lecture hours per week. Prerequisite: MATH 1314 or the equivalent preparation

**MATH 2318 - Linear Algebra - 3 sem. hrs. (3-0-0) 2701016319**

Introduces and provides models for application of the concepts of vector algebra. Topics include finite dimensional vector spaces and their geometric significance; representing and solving systems of linear equations using multiple methods, including Gaussian elimination and matrix inversion; matrices, determinants; linear transformations; quadratic forms; eigenvalues and eigenvector; and applications in science and engineering. Three lecture hours per week. Prerequisite: MATH 2414 or approval of instructor.

**MATH 2320 - Differential Equations - 3 sem. hrs. (3-0-0) 2701046419**

Ordinary differential equations, including linear equations, systems of equations, equations with variable coefficients, existence and uniqueness of solutions, series solutions, singular points, transform methods, and boundary value problems; application of differential equations to real-world problems. Three lecture hours per week. Prerequisite: MATH 2414.

**MATH 2413 - Calculus I - 4 sem. hrs. (4-0-0) 2701015919**

Limits and continuity; the Fundamental Theorem of Calculus; definition of the derivative of a function and techniques of differentiation; applications of the derivative to maximizing or minimizing a function; the chain rule, mean value theorem, and rate of change problems; curve sketching; definite and indefinite integration of algebraic, trigonometric, and transcendental functions, with an application to calculation of areas. Four lecture hours per week. Prerequisite: MATH 2312 or equivalent preparation

**MATH 2414 - Calculus II - 4 sem. hrs. (4-0-0) 2701016019**

Differentiation and integration of transcendental functions; parametric equations and polar coordinates; techniques of integration; sequences and series; improper integrals. Four lecture hours per week. Prerequisite: MATH 2413.

**MATH 2415 - Calculus III - 4 sem. hrs. (4-0-0) 2701016119**

Advanced topics in calculus, including vectors and vector-valued functions, partial differentiation, Language multipliers, multiple integrals, and Jacobians; application of the line integral, including Green's Theorem, the Divergence Theorem, and Stokes' Theorem. Prerequisite: MATH 2414.

**MDCA 1205 – Medical Law and Ethics - 2 sem. hrs. (2-0-0)**

Instruction in principles, procedures, and regulations involving legal and ethical relationships among physicians, patients, and medical assistants in ambulatory care settings. Two lecture hours per week. Co-requisites: NURA 1307, HITT 1305, NURA 1401, NURA 1160.

**MDCA 1210 – Medical Assistant Interpersonal and Communication Skills – 2 sem. hrs. (1-3-0)**

Emphasis on the application of basic psychological principles and the study of behavior as they apply to special populations. Topics include procedures for self-understanding and social adaptability in interpersonal communication with patients and co-workers in an ambulatory setting. One lecture and three laboratory hours per week. Co-requisites: MDCA 1352, PLAB 1323, NUPC 1320, MDCA 1317. Lab Fee: \$24

**MDCA 1317 – Procedures in a Clinical Setting – 3 sem. hrs. (2-2-0)**

Emphasis on patient assessment, examination, and treatment as directed by physician. Includes vital signs, collection and documentation of patient information, asepsis, office clinical procedures, and other treatments as appropriate for ambulatory care settings. Two lecture and two laboratory hours per week. Co-requisites: MDCA 1352, PLAB 1323, NUPC 1320, MDCA 1210. Lab Fee: \$24; NHA Testing Preparation Package Fee (Electrocardiogram): \$69; NHA Testing Fee (Electrocardiogram): \$117



**MDCA 1352 – Medical Assistant Laboratory Procedures – 3 sem. hrs. (2-2-0)**

Application of governmental health care guidelines. Includes specimen collection and handling, quality assurance and quality control in performance of Clinical Laboratory Amendments (CLIA)-waived laboratory testing. Two lecture and two laboratory hours per week. Co-requisites: PLAB 1323, NUPC 1320, MDCA 1210, MDCA 1317. Lab Fee: \$24; NHA Testing Preparation Package Fee (Medical Assistant): \$74; NHA Testing Fee (Medical Assistant): \$155

**MRKG 1311 - Principles of Marketing - 3 sem. hrs. (3-0-0)**

Introduction to the marketing mix functions and process. Includes identification of consumer and organizational needs and explanation of environmental issues. Identify marketing mix components in relation to market segmentation; explain the environmental factors which influence consumer and organizational decision making processes; and outline marketing plan. Three lecture hours per week. Prerequisite: None.

**MUEN 1131 - Mariachi I - 1 sem. hrs. (0-3-0) 5009035626**

Presents a string and brass ensemble that performs traditional folk music and modern Mexican music. Includes performances for special occasions on and off campus. Three laboratory hours per week. Prerequisite: Approval of instructor. Lab Fee: \$24

**MUEN 1132 - Mariachi II - 1 sem. hrs. (0-3-0) 5009035626**

Presents a string and brass ensemble that performs traditional folk music and modern Mexican music. Includes performances for special occasions on and off campus. Three laboratory hours per week. Prerequisite: Approval of instructor. Lab Fee: \$24

**MUEN 2131 - Mariachi III - 1 sem. hrs. (0-3-0) 5009035626**

Presents a string and brass ensemble that performs traditional folk music and modern Mexican music. Includes performances for special occasions on and off campus. Three laboratory hours per week. Prerequisite: Approval of instructor. Lab Fee: \$24

**MUEN 2132 - Mariachi IV - 1 sem. hrs. (0-3-0) 5009035626**

Presents a string and brass ensemble that performs traditional folk music and modern Mexican music. Includes performances for special occasions on and off campus. Three laboratory hours per week. Prerequisite: Approval of instructor. Lab Fee: \$24

**MUSI 1181 - Piano Class I - 1 sem. hrs. (0-3-0) 5009075126**

Class instruction in the fundamentals of keyboard technique for beginning piano students. Three laboratory hours per week. Prerequisite: None. Lab Fee: \$24

**MUSI 1182 - Piano Class II - 1 sem. hrs. (0-3-0) 5009075126**

Class instruction in the fundamental of keyboard technique for beginning piano students. A continuation of MUSI 1181. Three laboratory hours per week. Prerequisite: MUSI 1181. Lab Fee: \$24

**MUSI 1192 - Guitar Class I - 1 sem. hrs. (0-3-0) 5009115126**

Class instruction in the fundamental techniques of playing and teaching guitar. Three laboratory hours per week. Prerequisite: None. Lab Fee: \$24

**MUSI 1193 - Guitar Class II - 1 sem. hrs. (0-3-0) 5009115126**

Class instruction in the fundamental techniques of playing and teaching guitar. A continuation of MUSI 1192. Guitar playing and note reading for beginning students. Three laboratory hours per week. Prerequisite: MUSI 1192. Lab Fee: \$24

**MUSI 1303 - Fundamentals of Music - Guitar-based - 3 sem. hrs. (3-0-0) 5009045526.**

Introduction to the elements of music theory: scales, intervals, keys, triads, elementary ear training, keyboard harmony, notation, meter, and rhythm. Includes written work and playing the guitar. Three lecture hours per week. Prerequisite: None.

**MUSI 1306 - Music Appreciation - 3 sem. hrs. (3-0-0) 5009025126**

Understanding music through the study of cultural periods, major composers, and musical elements. Illustrated with audio recordings and live performances. A study of the development of the art and science of music from earliest records to the present day. Recordings of the major composers will be used to understand the cultural periods and musical elements. Three lecture hours per week. Prerequisite: None.

**MUSI 1310 – American Music – 3 sem. hrs. (3-0-0) 5009025326**

A general survey of various styles of music of the Americas, including but not limited to jazz, folk, rock, and contemporary music. Three lecture hours per week. Prerequisite: None

**MUSI 2181 - Piano Class III - 1 sem. hrs. (0-3-0) 5009075126**

Class instruction in the fundamentals of keyboard technique for beginning piano students. Three laboratory hours per week. Prerequisite: MUSI 1182. Lab Fee: \$24

**MUSI 2182 - Piano Class IV - 1 sem. hrs. (0-3-0) 5009075126**

Class instruction in the fundamentals of keyboard technique for beginning piano students. Three laboratory hours per week. Prerequisite: MUSI 2181. Lab Fee: \$24

**NCBM 0001 – Intermediate Algebra NCBO (Non-Course Competency-Based Options and Interventions) – 1 sem. hrs. (0-1-0)**

A study of relations and functions, inequalities, algebraic expressions and equations (absolute value, polynomial, radical, rational) with a special emphasis on linear and quadratic expressions and equations. One laboratory hours per week. Prerequisite: None. Lab Fee: \$16.25



**PHYS 1102 - College Physics Laboratory II - 1 sem. hrs. (0-3-0) 4008015303**

This laboratory-based course accompanies PHYS 1302, College Physics II. Laboratory activities will reinforce fundamental principles of physics, using algebra and trigonometry; the principles and applications of electricity and magnetism, including circuits, electrostatics, electromagnetism, waves, sound, light, optics, and modern physics topics; with emphasis on problem solving. Three laboratory hours per week. Prerequisite: PHYS 1101 College Physics I - Lab. Co-requisite: PHYS 1302 College Physics II. Lab Fee: \$24

**PHYS 1301 - College Physics I - 4 sem. hrs. (3-0) 4008015303**

Fundamental principles of physics, using algebra and trigonometry; the principles and applications of classical mechanics and thermodynamics, including harmonic motion, mechanical waves and sound, physical systems, Newton's Laws of Motion, and gravitation and other fundamental forces; with emphasis on problem solving. Three lecture hours per week. Prerequisite: MATH 1314 and MATH 1316; or MATH 2312. Co-requisite: PHYS 1101 University Physics I Laboratory

**PHYS 1302 - College Physics II - 4 sem. hrs. (3-0) 4008015303**

Fundamental principles of physics, using algebra and trigonometry; the principles and applications of electricity and magnetism, including circuits, electrostatics, electromagnetism, waves, sound, light, optics, and modern physics topics; with emphasis on problem solving. Three lecture hours per week. Prerequisite: PHYS 1301 College Physics I; PHYS 1101 College Physics I Laboratory. Co-requisite: PHYS 1102 College Physics II Laboratory

**PHYS 1405 - Elementary Physics I - 4 sem. hrs. (3-3-0) 4008015103**

Conceptual level survey of topics in physics intended for liberal arts and other non-science majors. This course is designed for the business major, education major, or liberal arts major, and is not recommended for students majoring in mathematics, biology, chemistry, physics, pre-engineering, or any other physical or life sciences. Concepts and fundamental principles of mechanics, heat and sound are presented in both lecture and laboratory settings with minimum use of mathematics. Three lecture and three laboratory hours per week. Prerequisite: None. Lab Fee: \$24

**PHYS 1407 - Elementary Physics II - 4 sem. hrs. (3-3-0) 4008015103**

Conceptual level survey of topics in physics intended for liberal arts and other non-science majors. This course is designed for the business major, education major, or liberal arts major, and is not recommended for students majoring in mathematics, biology, chemistry, physics, pre-engineering, or any other physical or life sciences. Concepts and fundamental principles of light, electricity and magnetism, and modern physics are presented in both lecture and laboratory settings with minimum use of mathematics. Three lecture and three laboratory hours per week. Prerequisite: PHYS 1405 or equivalent. Lab Fee: \$24

**PHYS 2125 - University Physics Laboratory I - 1 sem. hrs. (0-3-0) 4008015303**

Basic laboratory experiments supporting theoretical principles presented in PHYS 2325 involving the principles and applications of classical mechanics, including harmonic motion and physical systems; experimental design, data collection and analysis, and preparation of laboratory reports. Three laboratory hours per week. Prerequisite: None Co-requisite: PHYS 2325 University Physics I. Lab Fee: \$24

**PHYS 2126 - University Physics Laboratory II - 1 sem. hrs. (0-3-0) 4008015603**

Laboratory experiments supporting theoretical principles presented in PHYS 2326 involving the principles of electricity and magnetism, including circuits, electromagnetism, waves, sound, light, and optics; experimental design, data collection and analysis, and preparation of laboratory reports. Three laboratory hours per week. Prerequisite: PHYS 2325 University Physics I; PHYS 2125 University Physics I Laboratory. Co-requisite: PHYS 2326 University Physics II. Lab Fee: \$24

**PHYS 2325 - University Physics I - 3 sem. hrs. (3-0-0) 4008015203**

Fundamental principles of physics, using calculus, for science, computer science, and engineering majors; the principles and applications of classical mechanics, including harmonic motion, physical systems and thermodynamics; and emphasis on problem solving. Three lecture hours per week. Prerequisite: MATH 2413. Co-requisite: PHYS 2125

**PHYS 2326 - University Physics II - 3 sem. hrs. (3-0-0) 4008015503**

Principles of physics for science, computer science, and engineering majors, using calculus, involving the principles of electricity and magnetism, including circuits, electromagnetism, waves, sound, light and optics. Three lecture hours per week. Prerequisite: PHYS 2325 and MATH 2414; Co-requisite: PHYS 2126

**PLAB 1323 - Phlebotomy - 3 sem. hrs. (2-2-0)**

Skill development in the performance of a variety of blood collection methods using proper techniques and standard precautions. Includes vacuum collection devices, syringes, capillary skin puncture, butterfly needles and blood culture, and specimen collection on adults, children, and infants. Emphasis on infection prevention, patient identification, specimen labeling, quality assurance, specimen handling, processing, accessioning, professionalism, ethics, and medical terminology. Two lecture and two laboratory hours per week. Co-requisites: MDCA 1352, NUPC 1320, MDCA 1210, MDCA 1317. NHA Testing: \$117; Lab Fee: \$24, NHA Testing Preparation Package Fee: \$69

**POFI 1349 - Spreadsheets - 3 sem. hrs. (2-3-0)**

Skill development in concepts, procedures, and application of spreadsheets. This course is designed to be repeated multiple times to improve student proficiency. Basic computer skills recommended and may be tested the first week of school. If skills are not met, student will be advised to register for COSC 1301. Two lecture and three laboratory hours per week. Prerequisite: None. Lab Fee: \$24; MOS Exam Fee: \$75; MOS Test Prep Fee: \$40

**POFI 2301 - Word Processing - 3 sem. hrs. (2-3-0)**

Word processing software focusing on business applications. This course is designed to be repeated multiple times to improve student proficiency. Basic computer skills recommended and may be tested the first week of school. If skills are not met, student will be advised to register for POFT 1329. Two lecture and three laboratory hours per week. Prerequisite: None. Lab Fee: \$24; MOS Exam Fee: \$75; MOS Test Prep Fee: \$40



requirements of federal and state regulatory agencies, accreditation agencies and health care organizations are incorporated. Three lecture hours per week. Prerequisite: Admission to Radiologic Technology Program and RADR 2309.

**RADR 2331 - Advanced Radiographic Procedures - 3 sem. hrs. (2-4-0)**

Continuation of positioning; alignment of the anatomical structure and equipment, evaluation of images for proper demonstration of anatomy and related pathology. Content provides the knowledge base necessary to perform standard imaging procedures and special studies. Consideration is given to the evaluation of optimal diagnostic images. Two lecture and four laboratory hours per week. Prerequisite: Admission to Radiologic Technology Program and RADR 2301. Lab Fee: \$24; HESI Radiography Testing Fee: \$121

**RADR 2335 - Radiologic Technology Seminar - 3 sem. hrs. (2-4-0)**

A capstone course focusing on the synthesis of professional knowledge, skills, and attitudes and preparation for professional employment and lifelong learning.

This course consists of a comprehensive review of all content areas included on the American Registry of Radiologic Technologist (ARRT) certification examination. Two lecture and four laboratory hours per week. Prerequisite: Admission to the Radiologic Technology Program. Lab Fee: \$24.00. Kettering National Assessment and Remediation Fee: \$165.00

**RADR 2367 – Practicum (of Field Experience) Radiologic Technology/Science – Radiographer – 3 sem. hrs. (0-0-21)**

Practical, general workplace training supported by an individualized learning plan developed by the employer, college, and student. Twenty-one external experience hours per week. Prerequisite: Admission to Radiologic Technology Program; RADR 2267. Co-op Fee: \$24; Dosimetry Fee: \$25; Allied Health Fee: \$300; Liability Insurance Fee: \$13

**RADR 2467 – Practicum (or Field Experience) Radiologic Technology/Science – Radiographer – 4 sem. hrs. (0-0-28)**

Practical, general workplace training supported by an individualized learning plan developed by the employer, college, and student. Twenty-eight external experience hours per week. Prerequisite: Admission to Radiologic Technology Program; RADR 2267. Co-op Fee: \$24; Dosimetry Fee: \$25; Allied Health Fee: \$300

**RNSG 1125 - Professional Nursing Concepts I - 1 sem. hrs. (1-0-0)**

Introduction to professional nursing concepts and exemplars within the professional nursing roles: Member of Profession, Provider of Patient-Centered Care, Patient Safety Advocate, and Member of the Health Care Team. Content includes clinical judgment, communication, ethical-legal, evidenced-based practice, health promotion, informatics health information technology, patient-centered care, patient education, professionalism, safety, and team/collaboration. Emphasizes role development of the professional nurse. This course lends itself to a concept-based approach. One lecture hour per week. Prerequisite: None.

**RNSG 1126 - Professional Nursing Concepts II - 1 sem. hrs. (1-0-0)**

Expanding professional nursing concepts and exemplars within the professional nursing roles. Applying concepts of clinical judgment, communication, ethical-legal, evidenced-based practice, patient-centered care, professionalism, safety, and team/collaboration through exemplars presented in the Health Care Concepts II course. Introduces concept of leadership and management. Emphasizes role development of the professional nurse. This course lends itself to a concept-based approach. One lecture hour per week. Prerequisite: None

**RNSG 1128 - Introduction to Health Care Concepts - 1 sem. hrs. (1-0-0)**

An introduction to concept-based learning with emphasis on selected pathophysiological concepts with nursing applications. Concepts include acid-base balance, fluid and electrolytes, immunity, gas exchange, perfusion, metabolism, coping, and tissue integrity. This course lends itself to a concept-based approach. One lecture hour per week. Prerequisite: None.

**RNSG 1137 - Professional Nursing Concepts III - 1 sem. hrs. (1-0-0)**

Application of professional nursing concepts and exemplars within the professional nursing roles. Utilizes concepts of clinical judgment, ethical-legal, evidenced-based practice, patient-centered care, professionalism, safety, team work and team/collaboration. Introduces the concept of quality improvement, health information technology and health care organizations. Incorporates concepts into role development of the professional nurse. This course lends itself to a concept-based approach. One lecture hour per week. Prerequisite: RNSG 1362.

**RNSG 1161 - Clinical - Registered Nursing - 1 sem. hrs. (0-0-4)**

A health-related work-based learning experience that enables the student to apply specialized occupational theory, skills, and concepts. Direct supervision is provided by the clinical professional. The first clinical experience will focus on concept-based clinical activities that will introduce the student to documents including the patient clinical record. Four external experience hours per week. Prerequisite: None. Co-Op Fee: \$24

**RNSG 1216 - Professional Nursing Competencies - 2 sem. hrs. (1-4-0)**

Development of professional nursing competencies in the care of diverse patients throughout the lifespan. Emphasizes psychomotor skills and clinical reasoning in the performance of nursing procedures related to the concepts of: clinical judgment, comfort, elimination, fluid and electrolytes, nutrition, gas exchange, safety, functional ability, immunity, metabolism, mobility, and tissue integrity. Includes health assessment and medication administration. This course lends itself to a concept-based approach. One lecture and four laboratory hours per week. Prerequisite: RNSG 1161. Lab Fee: \$24; Nursing Skills Supply Bag Fee: \$327

**RNSG 1301 - Pharmacology - 3 sem. hrs. (3-0-0)**

Introduction to the science of pharmacology with emphasis on the actions, interactions, adverse effects, and nursing implications of each drug classification. Topics content includes the roles and responsibilities of the nurse in safe administration of medications within a legal/ethical framework. This course lends itself to either a blocked or integrated approach. Three lecture hours per week. Prerequisite: None



puerperium. Two lecture hours per week. Prerequisite: VNSG 1116, VNSG 2331, VNSG 1323, VNSG 1122, VNSG 1136, VNSG 1329, VNSG 1126, VNSG 1227, VNSG 1360.

**VNSG 1231 - Pharmacology - 2 sem. hrs. (2-0-0)**

Fundamentals of medications and their diagnostic, therapeutic, and curative effects. Includes nursing interventions utilizing the nursing process. Two lecture hours per week. Prerequisite: VNSG 1116, VNSG 2331, VNSG 1323, VNSG 1122, VNSG 1136, VNSG 1227, AND VNSG 1360.

**VNSG 1234 - Pediatrics - 2 sem. hrs. (2-0-0)**

Study of the care of the pediatric patient and family during health and disease. Emphasis on growth and development needs utilizing the nursing process. Two lecture hours per week. Prerequisite: VNSG 1116, VNSG 2331, VNSG 1323, VNSG 1122, VNSG 1136, VNSG 1329, VNSG 1126, VNSG 1227, AND VNSG 1360.

**VNSG 1323 - Basic Nursing Skills - 3 sem. hrs. (2-3-0)**

Mastery of basic nursing skills and competencies for a variety of health care settings using the nursing process as the foundation for all nursing interventions. Utilization of the nursing process as the foundation for all nursing interventions. The student must pass this course with at least an 80 in order to progress to Fall B nursing semester. Two lecture and three laboratory hours per week. Prerequisite: BIOL 2401, BIOL 2402, PSYC 2301, PSYC 2314, and admission into the vocational nursing program. Lab Fee: \$24; Nursing Skills Supply Bag Fee: \$303.41

**VNSG 1329 - Medical/Surgical Nursing I - 3 sem. hrs. (3-0-0)**

Application of the nursing process to the care of adult patient experiencing medical-surgical conditions along the health-illness continuum in a variety of health care settings. Course focuses on the basics of health promotion and health maintenance of the adult patient, application of the nursing process, and critical thinking skills. Course will be taught utilizing Distance Learning Technology; instructors will utilize the team teaching approach to the curriculum. The vocational nursing student will be assisted to achieve the beginning level of the nursing practice continuum as Provider of Care, Coordinator of Care and Member of a Profession. The course also integrates technical skills and the use of computers into clinical practice. Three lecture hours per week. Prerequisite: BIOL 2401, BIOL 2402, PSYC 2301, PSYC 2314, and admission into the vocational nursing program.

**VNSG 1360 - Clinical - Licensed Vocational Nurse Training - 3 sem. hrs. (0-0-18)**

A health-related work-based learning experience that enables the student to apply specialized occupational theory, skills, and concepts. Direct supervision is provided by the clinical professional. A method of instruction providing detailed education, training and work based experience, and direct patient/client care, generally at a clinical site. Specific detailed learning objectives are developed for each course by the faculty. On-site technical clinical instruction, supervision, evaluation, and placement is the responsibility of the college nursing faculty. Clinical experiences are unpaid external learning experiences. Course may be repeated if topics and learning outcomes vary. Eighteen external experience hours per week. Prerequisite: BIOL 2401, BIOL 2402, PSYC 2301, PSYC 2314, and admission into the vocational nursing program. Co-requisite: VNSG 1323, VNSG 2331, VNSG 1329, VNSG 1122, VNSG 1116 Nutrition, VNSG 1126, VNSG 1136, VNSG 1227. ATI National Assessment Exam and Remediation Fee: \$950; Allied Health Fee: \$300

**VNSG 1432 - Medical-Surgical Nursing II - 4 sem. hrs. (4-0-0)**

Continuation of Medical/Surgical Nursing I with application of the nursing process to the care of adult patients experiencing medical-surgical conditions along the health-illness continuum in a variety of health care settings. Principles of leadership and management are included. Topics include the role of the licensed vocational nurse in the multi-disciplinary health care team; professional organizations; and continuing education. This is a capstone course that consolidates the student's learning experience. Four lecture hours per week. Prerequisite: VNSG 1116, VNSG 2331, VNSG 1323, VNSG 1122, VNSG 1136, VNSG 1329, VNSG 1126, VNSG 1227, and VNSG 1360.

**VNSG 1561 - Clinical - Licensed Vocational Nurse Training - 5 sem. hrs. (0-0-29)**

A health-related work-based learning experience that enables the student to apply specialized occupational theory, skills, and concepts. Direct supervision is provided by the clinical professional. A method of instruction providing detailed education, training, and work-based experience, and direct patient/client care, generally at a clinical site. Specific detailed learning objectives are developed for each course by the faculty. On-site clinical instruction, supervision, evaluation, and placement is the responsibility of the college faculty. Clinical experiences are unpaid external learning experiences. Course may be repeated if topics and learning outcomes vary. Twenty-nine external experience hours per week. Prerequisite: VNSG 1116, VNSG 2331, VNSG 1323, VNSG 1122, VNSG 1136, VNSG 1329, VNSG 1126, VNSG 1227, VNSG 1360. Co-requisite: VNSG 1230, VNSG 1234, VNSG 1432, VNSG 1138, VNSG 1231. ATI Exam and Remediation Fee: \$950; Allied Health Fee: \$300

**VNSG 2331 - Advanced Nursing Skills - 3 sem. hrs. (2-3-0)**

Application of advanced level nursing skills and competencies in a variety of health care settings utilizing the nursing process as a problem-solving tool. The student must pass this course with at least an 80 in order to progress to the spring nursing semester. Two lecture and three laboratory hours per week. Prerequisite: BIOL 2401, BIOL 2402, PSYC 2301, PSYC 2314, VNSG 1323, and admission into the vocational nursing program. Lab Fee: \$24

**WDWK 1413 - Cabinet Making I - 4 sem. hrs. (3-3-0)**

Design and construction of base cabinets and wall cabinets for kitchens and bathrooms. Emphasis on safe use of portable and stationary power tools. Three lecture and three laboratory hours per week. Prerequisite: None. Lab Fee: \$24

**WLDG 1313 - Introduction to Blueprint Reading for Welders - 3 sem. hrs. (2-3-0)**