

2021-2022 Catalog Changes

Pages 5-13	Updated Academic Calendars – Fall 2021 – Summer II 2022
Page 14	Updated Term Expiration for Tony Moreno to May 2026
Pages 16-21	Updated Directors, Counselors and other Professionals List
Pages 22-29	Updated Faculty of Instruction List
Pages 30-34	Updated Administrative Staff List
Page 39	Changed Middle Rio Grande Law Enforcement Academy to Southwest Texas Junior College Law Enforcement Academy under Building M – Richarz Building
Page 41	Changed Lineman Training to Powerline Technician Training under Building AA
Page 47	Updated Student Support Services program description
Page 51	Changed Lineman Training to Powerline Technician Training under Federal VA Educational Benefits
Page 57	Assessment/Testing -- Updated Texas Success Initiative Assessment administered
Pages 73	Special Fees and Charges -- Updated VNSG 1360/VNSG 1561 Testing and Remediation Fee
Page 94	Academic Scholarships -- Updated First State Bank of Uvalde Scholarships amounts awarded
Page 97	Renamed First State Bank of Uvalde Clyde Hobbs & Mike Schaeffer Memorial Scholarship to the Allen Officer Memorial Scholarship
Page 98	Added First State Bank of Uvalde – Governor Dolph Briscoe Memorial Scholarship description
Page 108	Updated Disability Support Services website address
Page 108	Added Student Success Center description and services
Page 108	Added Writing Center description and services
Pages 108-109	Testing Center -- Updated Texas Success Initiative Assessment administered, website address and telephone number

Page 171	Changed Middle Rio Grande Law Enforcement Academy to Southwest Texas Junior College Law Enforcement Academy under Criminal Justice Purpose
Page 179-180	Updated Emergency Medical Services capstone courses for Level 1, Level 2 and A.A.S.
Page 182-183	Changed Middle Rio Grande Law Enforcement Academy to Southwest Texas Junior College Law Enforcement Academy under Purpose, Admission Requirements, Upon Acceptance to the Academy and Withdrawal and Dismissal Policy
Page 188	Updated Purpose description of Patient Care Technician Program; updated the Application Process
Page 189	Updated Tuition and Fees for Patient Care Technician Program
Page 192-193	Changed Lineman Program to Powerline Technician Program; changed Lineman to Powerline Technician under Purpose, Training Hours and Truck Driving Training
Page 200-201	Added Licensure Eligibility for Registered Nursing
Page 204	Updated Tuition and Fees for Registered Nursing
Page 211	Updated Tuition and Fees for Vocational Nursing
Page 225	Updated CIP code for BIOL 2316
Page 226	Updated CIP code for BIOL 2421
Page 228	Updated Prerequisites for CDEC 132, CDEC 1359, CDEC 2280, CDEC 2281, and CDEC 2326
Page 228-229	Updated CIP codes for CHEM 1111, CHEM 1112, and CHEM 1312
Page 232- 233	Updated CIP code for CRIJ 1306 and CRIJ 1310
Page 245-246	Updated course description and fees for MDCA 1317; updated fees for MDCA 1352; updated fees for NURA 1401
Page 251	Updated CIP code for PHYS 2125, PHYS 2126, and PHYS 2325
Page 251	Updated course description and fees for PLAB 1323

Page 255 Updated Fees for RNSG 1538 and RNSG 2539

Page 256 Updated CIP codes for SPCH 1311, SPCH 1315, and SPCH 1321

Page 256 Updated prerequisites for TECA 1354

SOUTHWEST TEXAS JUNIOR COLLEGE
 CALENDAR FOR THE 2021 - 2022 ACADEMIC YEAR
FALL SEMESTER 2021
 1st 8-Week Semester (August 23rd – October 13th)

April 5 – August 13.....REGISTRATION

August 6, FridayLast Day to Apply for Admission (1st 8- week semester)

August 13, Friday, 4:00 p.m. Payment Due

August 16 – August 24, Monday - TuesdayLate Registration (Pay as you go)

August 18, Wednesday, 8:00 a.m. Dormitories Open

August 19, Thursday, 8:30 a.m..... General Faculty Meeting

August 23, Monday, 8:00 a.m. First Day of Classes

August 30, Monday6th Class Day (Official Census Date)

September 6, Monday..... Labor Day Holiday

September 24, Friday, 4:00 p.m. Withdrawal Deadline

October 11, Monday..... Fall 1st 8-Week Semester Final Exams

October 13, Wednesday, 12:00 p.m. All Grades Due

November 5, Friday, 4:00 p.m.....Application Deadline – Fall Graduation

SOUTHWEST TEXAS JUNIOR COLLEGE
 CALENDAR FOR THE 2021 - 2022 ACADEMIC YEAR
FALL SEMESTER 2021
 16-Week Semester (August 23rd – December 10th)

April 5 – August 13.....REGISTRATION

August 6, Friday Last Day to Apply for Admission (16 week semester)

August 13, Friday, 4:00 p.m. Payment Due

August 16 – August 24, Monday - TuesdayLate Registration (Pay as you go)

August 18, Wednesday, 8:00 a.m. Dormitories Open

August 19, Thursday, 8:30 a.m..... General Faculty Meeting

August 23, Monday, 8:00 a.m. First Day of Classes

September 6, Monday..... Labor Day Holiday

September 8, Wednesday 12th Class Day (Official Census Date)

October 15, Friday, 12:00 p.m.....Mid-Semester Grades Due

November 5, Friday, 4:00 p.m..... Application Deadline – Fall Graduation

November 22, Monday, 6:00 p.m. Withdrawal Deadline

November 24 -26, Wednesday - Friday..... Thanksgiving Holiday

December 4 - 9, Saturday - Thursday Fall Semester Final Exams

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

December 14, Tuesday, 4:00 p.m.All offices close for Winter Break

SOUTHWEST TEXAS JUNIOR COLLEGE
 CALENDAR FOR THE 2021 - 2022 ACADEMIC YEAR
FALL SEMESTER 2021
 12 Week Semester (September 20th– December 10th)

April 5 – September 10.....Registration

September 3, Friday.....Last day to apply for Admission (12 week semester)

September 10, Friday, 4:00 p.m. Payment Due

September 13 - 17, Monday - Friday.....Late Registration (Pay as you go)

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

September 30, Thursday.....9th Class Day (Official Census Date)

November 5, Friday, 4:00 p.m.....Application Deadline - Fall Graduation

November 22, Monday.....Withdrawal Deadline

November 24 - 26, Wednesday - Friday.....Thanksgiving Holiday

December 4 - 9 , Saturday - Thursday.....Fall Semester Final Exams

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

December 14, Tuesday, 4:00 p.m.All offices close for Winter Break

SOUTHWEST TEXAS JUNIOR COLLEGE
 CALENDAR FOR THE 2021- 2022 ACADEMIC YEAR

FALL SEMESTER 2021
2nd 8-Week Semester (October 13th – December 10th)

April 5 – October 1 **REGISTRATION**

September 24, Friday..... Last Day to Apply for Admission (2nd 8- week semester)

October 1, Friday, 4:00 p.m..... Payment Due

October 4 – October 12, Monday - TuesdayLate Registration (Pay as you go)

October 13, Wednesday, 8:00 a.m.....First Day of Classes

October 21, Thursday6th Class Day (Official Census Date)

November 5, Friday, 4:00 p.m.....Application Deadline – Fall Graduation

November 22, Monday, 4:00 p.m..... Withdrawal Deadline

November 24 -26, Wednesday - Friday..... Thanksgiving Holiday

December 8, Wednesday Fall 2nd 8-Week Semester Final Exams

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

December 14, Tuesday, 4:00 p.m.All offices close for Winter Break

SOUTHWEST TEXAS JUNIOR COLLEGE
 CALENDAR FOR THE 2021 - 2022 ACADEMIC YEAR
SPRING SEMESTER 2022
 1st 8 -Week Semester (January 18th – March 11th)

November 1 – January 7 **REGISTRATION**

December 31, Friday Last Day to Apply for Admission (16 week semester)

January 3, Monday Offices Open After Christmas Holidays

January 7, Friday, 4:00 p.m. Payment Due

January 10 - 19, Monday - Wednesday Late Registration (Pay as you go)

January 11, Tuesday, 8:30 a.m. General Faculty meeting

January 12, Wednesday, 8:00 a.m. Dormitories Open

January 17, Monday Martin Luther King Jr. Holiday

January 18, Tuesday, 8:00 a.m. First Day of Classes

January 25, Tuesday 6th Class Day (Official Census Date)

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

March 9, Wednesday Spring 1st 8-week Semester Final Exams

March 11, Friday, 12:00 p.m. All Grades Due

March 14 - 18, Monday - Friday Spring Break

April 1, Friday, 4:00 p.m. Application Deadline – Spring Graduation

SOUTHWEST TEXAS JUNIOR COLLEGE
 CALENDAR FOR THE 2021 - 2022 ACADEMIC YEAR
SPRING SEMESTER 2022
16 Week Semester (January 18th – May 13th)

November 1 – January 7 **REGISTRATION**

December 31, Friday Last Day to Apply for Admission (16 week semester)

January 3, Monday Offices Open After Christmas Holidays

January 7, Friday, 4:00 p.m. Payment Due

January 10 - 19, Monday - Wednesday Late Registration (Pay as you go)

January 11, Tuesday, 8:30 a.m. General Faculty meeting

January 12, Wednesday, 8:00 a.m. Dormitories Open

January 17, Monday Martin Luther King Jr. Holiday

January 18, Tuesday, 8:00 a.m. First Day of Classes

February 2, Wednesday 12th Class Day (Official Census Date)

March 11, Friday, 12:00 p.m. Mid-Semester Grades Due

March 14 - 18, Monday - Friday Spring Break

April 1, Friday, 4:00 p.m. Application Deadline – Spring Graduation

April 15, Friday Easter Holiday

April 18, Monday, 8:00 a.m. Offices open/classes resume after Easter Holiday

April 22, Friday, 4:00 p.m. Withdrawal Deadline

May 7 - 12, Saturday - Thursday Spring Semester Final Exams

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

May 13, Friday, 4:00 p.m. Spring Semester Closes
 7:00 p.m. Commencement

May 14, Saturday, 7:00 p.m. Commencement

SOUTHWEST TEXAS JUNIOR COLLEGE
 CALENDAR FOR THE 2021 - 2022 ACADEMIC YEAR

SPRING SEMESTER 2022
12 Week Semester (February 21st – May13th)

November 1 – February 11Registration

February 4, FridayLast Day to Apply for Admission (12 week semester)

February 11, Friday, 4:00 p.m. Payment Due

February 14 - 18, Monday - FridayLate Registration (Pay as you go)

February 21, Monday, 8:00 a.m. First Day of Classes

March 3, Thursday.....9th Class Day (Official Census Date)

March 14 - 18 Monday - Friday Spring Break

April 1, Friday, 4:00 p.m. Application Deadline – Spring Graduation

April 15, Friday Easter Holiday

April 18, Monday, 8:00 a.m. Offices open/classes resume after Easter Holiday

April 22, Friday, 4:00 p.m. Withdrawal Deadline

May 7 - 12, Saturday - ThursdaySpring Semester Final Exams

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

May 13, Friday, 4:00 p.m. Spring Semester Closes
 7:00 p.m..... Commencement

May 14, Saturday.7:00 p.m. Commencement

SOUTHWEST TEXAS JUNIOR COLLEGE
 CALENDAR FOR THE 2021 - 2022 ACADEMIC YEAR
SPRING SEMESTER 2022
 2nd 8 -Week Semester (March 21 – May 13th)

November 1 – February 26 **REGISTRATION**

February 25, Friday Last Day to Apply for Admission (16 week semester)

March 4, Friday, 4:00 p.m. Payment Due

March 7 - 22, Monday - Tuesday Late Registration (Pay as you go)

March 14 - 18, Monday - Friday Spring Break

March 21, Monday, 8:00 a.m. First Day of Classes

March 29, Tuesday 6th Class Day (Official Census Date)

April 1, Friday, 4:00 p.m. Application Deadline – Spring Graduation

April 15, Friday Easter Holiday

April 18, Monday, 8:00 a.m. Offices open/classes resume after Easter Holiday

April 22, Friday, 4:00 p.m. Withdrawal Deadline

May 11, Wednesday Spring 2nd 8-Week Semester Final Exams

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

May 13, Friday, 4:00 p.m. Spring Semester Closes
 7:00 p.m. Commencement

May 14, Saturday, 7:00 p.m. Commencement

SOUTHWEST TEXAS JUNIOR COLLEGE
 CALENDAR FOR 2021 - 2022 ACADEMIC YEAR
 Classes will be held Monday through Thursday

SUMMER SESSION I - 2022
 (FIRST TERM - SIX WEEKS)

April 4 – May 27REGISTRATION

May 20, Friday Last Day to Apply for Admission (Summer I)

May 27, Friday, 4:00 p.m. Payment Due

May 30, Monday Memorial Day

May 31 – June 7, Tuesday – Tuesday.....Late Registration (Pay as you go)

June 6, Monday, 8:00 a.m. First Day of Classes

June 9, Thursday.....4th Class Day (Official Census Date)

June 28, Tuesday, 6:00 p.m. Withdrawal Deadline

July 4, Monday 4th of July Holiday

July 12, Tuesday Summer I Final Exams

July 13, Wednesday, 12:00 p.m..... Grades Due
 End of Summer Session I

SUMMER SESSION II – 2022
 (SECOND TERM - SIX WEEKS)

April 4 – July 6Registration

June 24, Friday Last Day to Apply for Admission (Summer II)

July 6, Wednesday, 6:00 p.m..... Payment Due

July 7 – July 15, Thursday - FridayLate Registration (Pay as you go)

July 14, Thursday, 8:00 a.m. First Day of Classes

July 20, Wednesday.....4th Class Day (Official Census Date)

August 5, Friday, 4:00 p.m. Withdrawal Deadline/
 Application Deadline – Summer Graduation

August 17, Wednesday Summer II Final Exams

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

BOARD OF TRUSTEES

	<u>Term Expires</u>
Rodolfo R. Flores, Uvalde	President, May 2026
Harry O. Watkins, Uvalde	Vice-President, May 2022
Antonio H. Rivera, Crystal City	Secretary, May 2022
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
 B.B.A., Angelo State University
 M.B.A., Sul Ross State University
 Ph.D., University of the Incarnate Word
 Certified Public Accountant
- 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
- 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

DIRECTORS, COUNSELORS & OTHER PROFESSIONALS

Academic Advisor	Karina Jimenez
M.Ed., Sul Ross State University	
Academic/International Student Advisor	Ysenia Silva
A.A., Southwest Texas Junior College B.A. & M.Ed., Sul Ross State University – Rio Grande College	
Adjunct Faculty Evaluation Coordinator.....	Charles Garabedian
B.A. & M.A., Sul Ross State University M.Ed., Angelo 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	
Advisor	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	
Advisor	Sandra C. Montes
M.A., Grand Canyon 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	
Business Office Director	Irma G. Garcia
A.A.S., Southwest Texas Junior College B.A., Sul Ross State University – Rio Grande College	
Canvas Applications Administrator.....	Alyssa A. Gonzales
B.B.A., Sul Ross State University – Rio Grande College	
Chief of Police.....	Jimmy Calliham
Chief of Staff.....	Dr. Randa F. Schell
B.B.A., Texas State University M.Ed., Sul Ross State University – Rio Grande College Ed.D., Texas A&M University – Corpus Christi	

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

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

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

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

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

EOC Director/Program Development Coordinator **To Be Filled**
B.A. & M.Ed., Sul Ross State University – Rio Grande College

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 Outreach Specialist..... 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

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

Gym Facilities CoordinatorPhillip Botello
B.S., Texas State University
M.S., Sul Ross State University – Rio

Food Service Manager/CookSteven L. Garner

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

Information Technology Co-Director..... Denise Oden
A.A. & A.A.S., Southwest Texas Junior College

Information Technology Co-Director..... Frankie N. Pannell
A.A.S., ITT Technical Institute

Institutional Effectiveness DirectorDr. Renee T. Zimmerman
B.A. & M.Ed., Sul Ross State University – Rio Grande College
Ed.D., The University of Texas at San Antonio

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

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

Librarian II, Crystal CityMelissa A. Alvarado
A.A., Southwest Texas Junior College
B.A., Sul Ross State University – Rio Grande College

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

Librarian II, Uvalde To Be Filled

Library Manager, Del Rio Willie Braudaway
A.S., Dixie State University
B.A., Cameron University
M.A., Midwestern State University
M.S., University of North Texas

Outreach CoordinatorSavanna M. Hernandez
A.A., Southwest Texas Junior College
B.B.A., Sul Ross State University – Rio Grande College

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

Outreach Coordinator To Be Filled

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

Patient Care Technology CoordinatorJudy 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

Physical Plant Director Kirk M. Palermo

Professional Development Officer Amada Garcia
B.A., The University of Texas at San Antonio
M.Ed., Sul Ross State University – Rio Grande College

Purchasing ClerkSarah Whitehead

Radiologic Technology CoordinatorBonnie 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

STEM Advisor Martin Sandoval
B.S., The University of Texas at San Antonio
M.S., The University of Texas Health Science Center at San Antonio

STEM Outreach Coordinator..... To Be Filled

Student Engagement Specialist David Franco
B.A., Texas A&M International University

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, Eagle Pass To Be Filled

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

Student Life Specialist, Del Rio Sandra Colombo
A.S., Austin Community College
B.A.S., Sul Ross State University – Rio Grande College

Student Life Coordinator/Advisor, Eagle Pass..... Claudia V. De la Garza
B.A., Sul Ross State University – Rio Grande College

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

Student Success Coordinator, Eagle Pass Claudia Valdez
B.A., The University of Texas at Austin
M.Ed., Sul Ross State University

Student Success Coordinator, Uvalde Ana Lisa Conde
B.A., Texas A&M International University
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 Academic Advisor Tina A. Quintanilla-Taylor
B.S., Sam Houston State University
M.S., Sul Ross State University – Rio Grande College

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 Specialist Ryan Alldritt
B.A., Sul Ross State University – Rio Grande College

Testing Center Coordinator David Conde
A.A.S., Southwest Texas Junior College
B.B.A. & M.B.A., Sul Ross State University – Rio Grande College

Title V Grant Manager Krystal S. Ballesteros
A.A., Southwest Texas Junior College
B.A. Sul Ross State University – Rio Grande College

Transfer and Career Advisor Rosy Arellano
A.A., Southwest Texas Junior College
B.S. & M.Ed., Sul Ross State University – Rio Grande College

Tutorial and Disability Services Coordinator, Student Success Center Teresa M. Crow
B.A., Sul Ross State University – Rio Grande College

Upward Bound Project Advisor Citali S. Escamilla
B.A., Sul Ross State University – Rio Grande College

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

Upward Bound Project **Advisor** Juan Sandoval
B.S., 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

Writing Center Coordinator - Eagle Pass Diana A. Rodriguez
B.A. & M.Ed., Sul Ross State University – Rio Grande College

FACULTY OF INSTRUCTION

- Valerie M. Acuna-RuizEnglish
 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 Mathematics
 A.A., Southwest Texas Junior College
 B.A. & M.Ed., Sul Ross State University – Rio Grande College
- Deanna J. AllenReading
 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. AmayaHealth 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
- Douglas Braudaway Government/History
 B.A., Cameron University
 M.A., Midwestern State University
 M.A., Texas A & I University
- Vanessa M. BrionesCosmetology
 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, Vocational Nursing

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
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Dr. Gabrielle Forbes	Biology Ph.D., University of Stirling
Dr. Thomas D. Forbes	Biology Ph.D., University of Edinburg
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M.A. & M.Ed., Sul Ross State University	
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Dale Gear.....	Criminal Justice
B.S., University of South Carolina J.D., St. Mary's University	
Daniel Gomez.....	Truck Driving
Amy Gonzalez.....	Law Enforcement Academy
Luis O. Gonzalez.....	EMT
A.A., Southwest Texas Junior College B.S., Kaplan University	
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B.S. & M.S., Texas A&M University – Kingsville	
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B.S., Angelo State University M.S., The University of Texas at San Antonio	
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April Page..... Emergency Medical Technician

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A.A., Southwest Texas Junior College
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- Norma Anderson Admissions/Records Clerk
A.A & A.A.S., Southwest Texas Junior College
- Stephanie Avila Teller/Payables Clerk
- Delia AvilesTeacher/Care Giver
- Leo Aviles, IIICampus Police Officer
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Blanca M. Herrera Title V Activity I Secretary, Eagle Pass

Lupe Ibarra Accounts Receivable/Permit Express Administrator

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A.A., Southwest Texas Junior College

Daniel Martinez..... Warehouse Receiving Clerk

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

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

Sydia Ramon Regional Assessor, AEL

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

Guadalupe RangelClerk, Workforce Training & Development Office

Olga Rangel..... Teacher/Caregiver
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A.A., Southwest Texas Junior College
B.A., Sul Ross State University – Rio Grande College

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A.A., Southwest Texas Junior College

Martha Reyna Lopez Child Care Center Cook

Yolanda RochaDistance Learning Instructional Aide, Del Rio
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Rosa Rodriguez Caregiver

Velma Roman..... Teacher/Caregiver

Alma Delia Ruiz.....Switchboard Operator

Aracely Ruiz..... Administrative Assistant, Academic Affairs Office
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B.A., Sul Ross State University – Rio Grande College

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Wesley SponslerIT Help Desk Technician

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Teresa Zamarripa..... Middle Rio Grande Law Enforcement Academy Secretary

Allan K. Zapata Technical Support Specialist

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

BUILDING J Miller Building

The R.K. Miller Technical Building is named after R.K. Miller of La Pryor, Texas, who served as a member of the SWTJC Board of Trustees from 1956-1984. The Miller building houses the Automotive Technology and Air-Conditioning/Refrigeration programs. This facility also provides space for faculty offices, classrooms, shops, Adult Education and Literacy, and the Testing Center. The 13,000 square foot automotive mechanics technology portion of this building was completed in 1969, with 34,000 square feet added in 1975.

BUILDING K Maintenance Building

BUILDING L Transportation Building

BUILDING M Richarz Building

The Essie Pearl Richarz Building was constructed in 1971 as a memorial to Mrs. Joe Richarz of Uvalde, whose estate provided partial financing for its construction. It houses the Southwest Texas Junior College Law Enforcement Academy, the office of Institutional Effectiveness, and faculty offices. The building was completely renovated in 1989.

BUILDING N Garner Science Building

The John Nance Garner Science Building was completed in September of 1962. Financed by gifts from former Vice-President of the United States John Nance Garner of Uvalde, this facility includes 13,202 square feet of floor space containing classrooms and laboratories for sciences and mathematics instruction.

BUILDING O Anderson Building

The W.C. Anderson Building is named in honor of W.C. Anderson, member of the SWTJC Board of Trustees from 1957 to 1974. The Anderson Building houses two classrooms, SWTJC's Printing Center, and faculty offices. SWTJC'S EOC (Educational Opportunities Center) office.

BUILDING P Kincaid Building

The Edgar Kincaid Building houses classrooms and laboratories. Constructed in 1968, it is named in honor of Edgar Kincaid of Sabinal, a charter member of the SWTJC Board of Trustees with continuous service from 1946 to 1971.

BUILDING Q Memorial Building

The Memorial Art Building and Pool was constructed in 1976 and is dedicated to the memory of all SWTJC students who lost their lives in the armed forces. It contains a heated swimming pool, dressing rooms, and classrooms. The Memorial Building was completely renovated in 1990 to include SWTJC's Art Studio and classroom space.

BUILDING R La Forge Gymnasium

The Herschel La Forge Gymnasium was constructed in 1959 as the first permanent facility on the college campus and is named in honor of Herschel La Forge, M.D. of Uvalde. Dr. La Forge was a member of the SWTJC Board of Trustees from 1946-1975. The La Forge Hall Gymnasium houses the Physical Education and Athletic Departments of SWTJC. Included in the Gym is a student physical fitness center that contains a regulation length basketball court with spectator seating. It also includes dressing rooms, weight rooms with Selector machines, plates, benches, and

BUILDING AA

Powerline Technician Training Building

This structure is used for SWTJC's Powerline Technician Training program.

Notable Structures on the Uvalde campus

1966: Patti La Forge Seals Memorial fountain was placed between the Joe Richarz Memorial and Sterling H. Fly Sr. Buildings.

1967: Birdbath given by the Business Administration Club; sundial is donated by sophomore class of 1967. Concrete benches given by Uvalde businessperson Kent Beecroft in memory of J.C. Smith, the late husband of Estalee Smith, former head of the food services department.

1970: Double driveway entrance was constructed.

1971: SWTJC Presidents' home was built with Wayne and Evalyn Matthews as the first occupants.

1972: The last three barracks used as men's dormitories were town down and replaced with the Hubbard Hall building.

ACADEMIC FACILITIES - DEL RIO

Southwest Texas Junior College – Del Rio, 207 Wildcat Drive, exists and operates to provide its students with the understanding and skills necessary to function productively in our society. The college further recognized its responsibility to identify and serve the various educational needs of its students that result from differences in academic preparation, various cultural backgrounds, and diverse educational objectives. The center attempts to meet these needs through an ongoing assessment of its student population, academic counseling and testing programs, and a number of other student services.

The first full-time director for Del Rio was appointed in the fall semester, 1975. The first office was located at 708 Bedell. By the late fall of 1980, a new office building had been built and occupied at 207 Wildcat Drive.

SWTJC – Del Rio offers courses leading to an Associate of Arts degree in General Education. Courses taken for this degree parallel core freshman and sophomore university courses and are an integral part of any four-year degree program. The core courses as well as a number of electives are offered each fall, spring, and summer session.

In addition, courses for an Associate of Applied Science degree in Management, Computer Information Systems, Criminal Justice, Child Development, and Administrative Information Technology are offered. These courses offer students an opportunity to learn many technical skills in their respective areas of study.

BUILDING A

Academic Building A was constructed in 1996; it is 18,278 sq. ft. in size. Building A contains The Amistad Room, used for events and meetings; Bookstore; three Distance Learning classrooms, four stand-alone classrooms; Information Technology and Distance Learning Offices; student computer lab; Student Success Center, STEM Lab, faculty/staff workrooms; Business Management, Engineering, and Math faculty offices.

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.

The needs of students accepted in the program 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 and faculty.

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 housed at other SWTJC campuses, Sul Ross State University, and other libraries are submitted through email to bmcantu@swtjc.edu. A valid SmartCard (student ID card) is required to check out library materials and computers. The library web page address is <https://library.swtjc.edu>. For reference help or other library questions, email library@swtjc.edu or call 830-591-7367. Off-campus access to databases and other digital resources are available by entering the student ID number located on the SmartCard at the login prompt.

Federal VA Educational Benefits

Federal VA Educational Benefits are available at SWTJC for our degrees and certificate programs as well as our Basic Peace Officer, **Powerline Technician** Training and Truck Driving Programs. Interested veterans should apply at <http://www.gibill.va.gov> and submit a copy of their eligibility letter, DD-214, and official military transcript to the SWTJC Registrar's Office.

Specialized Admissions

International Students: All international students must meet regular admission requirements. They must present a letter from their bank that the family will provide full financial support during the student's stay in the U.S. After the student has met all the above requirements, the college will issue an I-20.

Technical Programs: A number of technical programs have additional admission requirements. Students planning to enroll in these programs should consult the college catalog or contact a SWTJC counselor.

Workforce Education Courses and Programs: Students must be sixteen years or older to enroll in Workforce Education courses and programs. In some cases, especially those involving external agency licensure and certification, other minimum age requirements must be met. Students planning to enroll in Workforce Education courses and programs should consult the college catalog or contact the Workforce Education office for additional guidance.

Resident Status

It is the student's responsibility when registering to use the proper residence classification. If there is any question as to right of classification as a resident of Texas or the Southwest Texas Junior College taxing district, it is the student's obligation, prior to or at the time of registration to raise the question with appropriate administrative officials of the institution. Any change in residency status should be reported to the Director of Admissions/Registrar. Students classified as a non-resident will remain in that status until such time as they have made written application for reclassification and the Admissions Office has officially approved the request. All questions concerning residency status should be directed to the Director of Admissions/Registrar located in the Rodolfo R. & Dolores Flores Student Services Center.

Residence for tuition purposes is determined by state law and is subject to change by the Texas Legislature. The following is furnished to explain and clarify questions concerning residency under the present law:

1. The residence status of a student under 18 years of age is considered to be the same as his/her parents. If parents are divorced, a minor has the same residency status as the parent with whom he/she is residing.
2. A student 18 years of age or older who comes from out of state is considered a non-resident for tuition purposes as long as he/she remains in Texas for educational purposes.
3. Residence for tuition purposes is established by domicile residence in the state for 12 months and actions unequivocally indicative of a fixed intention to become a Texas resident.
4. Persons in the military service and their dependents are classified residents provided they are assigned to a permanent duty station in Texas or maintain their official home of record in Texas with the military service. Non-resident military personnel must submit certification of active duty in Texas at each registration to be eligible for resident tuition rates.
5. An alien is considered to be a non-resident unless he/she is in the United States on an immigrant visa. Students on immigrant visas are classified in reference to resident status the same as United States citizens.

Aliens Who Are Residents of Texas

Texas law states that an individual can be considered a resident of Texas if the individual resided with a parent, guardian, or conservator at least part of the time while he or she attended a public or private high school in this state, and:

1. Graduated from a public or private high school or received the equivalent of a high school diploma in this state;

Transfers

Students who have previously attended a Texas public institution of higher education and are not TSI complete or exempt from TSI requirements must test on the TSI Assessment. If the student fails to score “College Ready” on any portion of the assessment, an appropriate developmental education plan will be required.

Assessment/Testing

Unless a student is exempt by one of the conditions above, THECB Rule 4.55 requires that an institution assess the academic skills of each entering undergraduate student prior to enrollment of the student. Under exceptional circumstances, an institution may permit a student to enroll in freshman-level academic coursework without assessment but shall require the student to be assessed not later than the end of the first semester of enrollment in freshman-level academic coursework. SWTJC complies with this request by requiring assessment of all entering students who do not meet the TSI exemption criteria listed above. **Entering students who are not assessed prior to the beginning of their next semester of enrollment are prohibited from registering for additional coursework.**

Students who are TSI exempt or who have been tested with an approved assessment instrument must provide SWTJC with official transcripts or score reports prior to registering for classes. It is recommended that testing be completed at least two weeks prior to registration.

The SWTJC Testing Center administers the **Texas Success Initiative Assessment 2.0 (TSIA2)**. Students should request information from the SWTJC Testing Center to access the required Pre-Assessment activity and testing schedules.

High school and home schooled students who are not exempt from **TSIA2** requirements as described in the exemption section and who desire to attend SWTJC must be assessed prior to enrolling. High school and home schooled students are subject to the “SWTJC Academic Dual Credit Course Requirements”. A current copy can be obtained from the SWTJC Outreach Office Web page.

College Readiness Standards

The Texas Higher Education Coordinating Board (THECB) has established “College Ready” minimum scores for all sections of the TSI Assessment. Students who score at or above these minimum scores are thereby deemed “college ready” and are not required to complete any college preparatory/developmental coursework or material. The current approved “College Ready” scores as well as scores requiring students to enroll in college preparatory/developmental work are available by clicking here. <https://accuplacer.collegeboard.org/sites/default/files/tsai-interpreting-your-score-brochure.pdf>

Retesting

With the inception of the TSI Assessment in fall, 2013, students may retest on any part or parts of the TSI at any time.

Individual Student Plans - Placement

A student scoring below the “College Ready” threshold on one or more of the TSI subject areas is required to consult with an SWTJC academic advisor. The advisor will work with each student to create an individualized developmental education plan that may include developmental courses, non-course-based options, (NCBO), linked courses, and appropriate non-developmental coursework. Each plan for academic success will be designed to provide the best opportunity for the student to succeed in performing freshman-level academic coursework. The student’s individual education plan and the TSI requirements will be updated on a regular basis and made available to the student. SWTJC will consider all federal laws pertaining to individuals with disabilities when assessing and advising such students. The individual education plan will adhere to the following requirements:

SPECIAL FEES AND CHARGES

	AMOUNT
Registration Fee -- \$ 8.25 per semester hour <i>(The registration fee includes all library and activity fees)</i>	\$ 24.75 minimum
Internet Fee	\$30.00
Change of Schedule - this fee is waived by the Registrar if the schedule change is made or recommended by the college	\$ 3.00
Graduation Tuition <i>(Diploma)</i>	\$20.00
Diploma and Cover	\$20.00
Ceremony Late Fee	\$5.00
Late Registration Fee	\$ 24.00
Reinstatement Fee	\$200.00
Repeated Course Fee <i>(applies to the third and subsequent time a course is attempted)</i>	\$300.00
General Use Fee -- per semester hour	\$24.00
Out-of-District Tuition -- per semester hour	\$ 65.00/sem. hr.
Technology Fee -- per semester hour	\$10.00
Bad Check Fee -- per insufficient funds check returned to the college	\$ 25.00
ID - Meal Ticket Replacement Fee	\$ 5.25
ID – Student Replacement ID Fee	\$ 25.00
Campus Access Fee -- \$.00 per semester hour	\$5.00 minimum
Additional Parking Decal	\$ 5.00
Physical Education Fee	\$24.00
KINE <i>(Outdoor Activity)</i>	\$50.00
Supply Fees-- Welding	\$24.00
Laboratory Fees -- See Course Description section of the catalog for assessment of lab fees per course.	
Cooperative Education Fees -- See Course Description section of the catalog for assessment of coop fees per course.	
Insurance Fee – See Course Descriptions section of the catalog for insurance fees per course.	
Testing and Remediation Fee – See Course Descriptions section of the catalog for testing fees per course.	
VCT Fee – See VCT Coordinator for specific course fee	\$50.00 - \$350.00
Allied Health Fee	\$300.00
Dosimetry fee: RADR 1260, 1360, 2266, 2267, 2367, 2467	\$25.00
Testing and Remediation Fee:	
RADR 1311	\$121.00
RADR 2331	\$121.00
RADR 2335	\$165.00
RNSG 1227	\$250.00
RNSG 2260	\$250.00
VNSG 1360	\$950.00 (Fall)
VNSG 1561	\$950.00 (Spring)

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
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

Sterling Harper Fly, Sr. Memorial Scholarship

In honor and loving memory of Sterling Harper Fly, Sr., his family created an endowment fund of which the interest is to be used for memorial scholarships for deserving SWTJC students. The recipient may receive the scholarship for the freshman and sophomore years if "satisfactory grades" are maintained. Applications for the scholarship should be made through the SWTJC Scholarship Committee.

Ettie Rheiner Garner Memorial Scholarship Fund

The Honorable John N. Garner, and his son, Tully C. Garner, have given \$25,000 each, in memory of Mrs. Ettie Rheiner Garner, wife and mother, respectively. The \$50,000 endowment has been invested and the interest set aside as a scholarship fund for girls. Those eligible for half of the yearly proceeds must be born and reared in Uvalde County and graduated from a high school located in the same area. The balance is awarded without regard to residency.

First State Bank of Uvalde --- Fallen Officer Memorial Scholarship

The First State Bank of Uvalde awards one Law Enforcement Academy scholarship annually each term (fall/spring) to an accepted student enrolled in the Law Enforcement Academy. The scholarship can be used towards cost of attendance. The recipients are selected by the SWTJC Law Enforcement Academy.

First State Bank of Uvalde - Governor Dolph Briscoe Memorial Scholarship

The First State Bank of Uvalde awards two academic scholarships annually to graduates of high schools in the SWTJC district who meet all requirements set by the college. The scholarship pays tuition and fees while the student is on the scholarship. This scholarship may be extended to include the second year if "satisfactory grades" are maintained. The recipients are selected by the SWTJC Scholarship Committee.

First State Bank of Uvalde -- John Nance Garner Memorial Scholarship

The First State Bank of Uvalde awards two academic scholarships annually to graduates of high schools in the SWTJC district who meet all requirements set by the college. The scholarship pays tuition and fees while the student is on the scholarship. This scholarship may be extended to include the second year if "satisfactory grades" are maintained. The recipients are selected by the SWTJC Scholarship Committee.

First State Bank of Uvalde --- Tully Garner Memorial Scholarship

The First State Bank of Uvalde awards two academic scholarships annually to graduates of high schools in the SWTJC district who meet all requirements set by the college. The scholarship pays tuition and fees while the student is on the scholarship. This scholarship may be extended to include the second year if "satisfactory grades" are maintained. The recipients are selected by the SWTJC Scholarship Committee.

Disability Support Services

Students with permanent disabilities who qualify for support under Section 504 of the Rehabilitation Act and Americans with Disabilities (ADA) **must self-identify and register with the DSS counselor at the campus they plan to attend.** To be eligible for disability related services, students must have a documented disability condition as defined by the Americans with Disabilities Act of 1990 (ADA) and Section 504 of the Rehabilitation Act of 1973. Students seeking academic accommodations in their classrooms are highly encouraged to provide appropriate documentation verifying their disability from a professional who is certified. **Documents used in high school such as an Individual Education Plan (IEP), 504 Plan or A.R.D. reports will not substitute for an evaluation / report, but are valuable tools for planning accommodations. Speak to your DSS advisor on your campus about documentation for further assistance.**

To locate your DSS advisor, please see <https://www.swtjc.edu/academics/disability-support-services.html>

Student Success Center

<https://swtjc.edu/campus-life/student-services/student-success-center.html>

The Student Success Center provides support with the goal of increasing student success by assisting students in making a seamless transition from beginner courses to university degree completion.

The Centers provide:

- Computer access
- Peer tutoring services in all subjects (in-person and virtual)
- Individual Academic Plans (IAPs)
- Equipment and text book rentals to students

Centers are open to all SWTJC students, and are located on Uvalde, Eagle Pass, Del Rio and Crystal City campuses.

Writing Center

<https://swtjc.edu/campus-life/student-services/writing-center.html>

The Writing Center is committed to supporting student efforts to improve comprehensive writing skills. We promote success in student writing which will aid student in their quest to:

- Enter the job market
- Transfer to senior colleges and universities
- Pursue their professional and personal goals

The ultimate goal is that every student who visits the Writing Center exhibits improved writing skills when they leave, and that repeat visits to the Writing Center promote a cumulative, positive effect on student writing skills.

The Writing Center collaborates with multiple campus services and institutions, including SWTJC's Student Success Center and Sul Ross University – Rio Grande College, to promote this goal.

Testing Center

The SWTJC Testing Center is located in the R.K. Miller Technical Building. It is a test center for the following:

- Texas Success Initiative Assessment 2.0 (TSIA2)
- GED (Pearson)
- College Level Examination Program (CLEP)

- Microsoft Office Specialist (MOS)
- Accuplacer
- Texas Commission on Law Enforcement (TCOLE)
- National Healthcareer Association (NHA)
- Ability to Benefit (ATB)
- Other Exams & Services

For current test dates, times, and test requirements, visit the SWTJC website at <https://swtjc.edu/academics/testing-center/index.html>. For additional information concerning registration for one of the above tests, please call the Testing Center at (830) 591-2918.

Testing Accommodations

Examinees who wish to request special testing accommodations must contact the Tutorial and Disability Support Services Coordinator at (830) 591-2908 one month prior to testing.

Other Testing

Each student entering SWTJC is also encouraged to take the ACT test since ACT scores are required to be eligible for some scholarships at SWTJC. Other tests are available to students who would like to further explore their abilities, aptitudes, and interests. These specialized tests are available in the Career Placement and Recruitment Center.

Student Success Seminars

Seminars are designed to assist students for improvement in study and social skills, motivation, career decisions, physical well-being, and other topics. Seminars are offered in the fall and spring semesters and all SWTJC students may attend for free.

Bookstore

School adopted textbooks are available at the college bookstore. Students are expected to purchase all required books and supplies for their courses. One of the major services of the bookstore is the **Buy Back Book Policy**. During the week of final exams, the bookstore will repurchase used books if they are to be used the following semester. The **Buy Back Book Policy** for the summer sessions differs from the fall and spring semesters and students should contact the college bookstore for the **Buy Back** dates.

SWTJC Libraries

The libraries of Southwest Texas Junior College provide 24/7 online access for all SWTJC and Sul Ross-RG 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 students with 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 housed at other SWTJC campuses, Sul Ross State Library, and other libraries are submitted through email to bmcantu@swtjc.edu.

A valid SmartCard (student ID card) is required to check out library materials and computers.

Contact Hours

To complete the program of study, a student must complete 750 contact hours.

Tuition and Fees

Standard tuition and fees are assessed to each student as indicated in *Finances* section. Each student can also expect to purchase the following required materials and supplies: (approximate cost)

Equipment.....	\$125
Books	\$234
Uniforms	\$40
TDLR Rule Book.....	\$14

Withdrawal and Dismissal Policy

The SWTJC Cosmetology Department reserves the right to request at any time the withdrawal or dismissal of any student whose health, conduct, personal qualities or scholastic records indicate that it would be inadvisable for the student to continue in the program. A student wishing to withdraw from the program is required to:

1. complete the withdrawal procedure for the Department of Cosmetology as outlined in the student handbook.
2. complete the withdrawal procedure for SWTJC as stated in the college catalog.

Graduation Requirements

Cosmetology students may participate in the graduation exercises. The student will be eligible for graduation and a Certificate upon satisfactorily completing the program. The student is responsible for making formal application for graduation (*see Curricula section*). Satisfactory completion will qualify the student to take the Texas Department of Licensing and Regulation Examination for the Cosmetology Instructor License.

CRIMINAL JUSTICE

Uvalde Campus

Limited Course Offerings at Off-Campus Sites

Purpose

The Criminal Justice program provides education and training for students planning careers in federal, state, or local law enforcement. The Criminal Justice Associate of Applied Science (A.A.S.) program offers students the opportunity to focus on one of two options. The first option, *Criminal Justice*, is for those students seeking to graduate with an A.A.S. in Criminal Justice. This option will focus on the three core components of the Criminal Justice process (Police, Courts, and Corrections). The second option, *the Basic Peace Officer*, is for those students seeking to graduate with an A.A.S. in Criminal Justice and from the **Southwest Texas Junior College** Law Enforcement Academy to prepare for the TCOLE Texas Peace Officer exam. Criminal Justice is a Local Articulation program.

Admission Requirements

Students are admitted to the Criminal Justice program through regular college admission procedures (*see Admission Regulations section*). Students will receive a one-year Certificate and/or an A.A.S. degree upon

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

Program of Study

	<u>Credit</u>
EDUC 1300★ Learning Framework	
or	
COLS 0300 College Success Skills	
EMSP 1501 Emergency Medical Technician	5
EMSP 1455 Trauma Management.....	4
EMSP 1456 ¹ Patient Assessment and Airway Management	4
EMSP 1360 ¹ Clinical – Emergency Medical Technician.....	3
Total Credit Hours for Level 1 Certificate	16

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 ADVANCED
LEVEL 2 CERTIFICATE**

Program of Study

Fall Semester	<u>Credit</u>		<u>Credit</u>
EDUC 1300★ Learning Framework			
or			
COLS 0300 College Success Skills			
EMSP 1501 Emergency Medical Technician	5	EMSP 1338 Introduction to Advanced Practice.....	3
EMSP 1455 Trauma Management.....	4	EMSP 2434 Medical Emergencies.....	4
EMSP 1456 Patient Assessment and Airway Management	4	EMSP 2305 EMS Operation	3
EMSP 1360 Clinical – Emergency Medical Technology/ Technician (EMT Paramedic).....	3	EMSP 2330 Special Populations.....	3
Total	16	EMSP 2260 ¹ Clinical _ Emergency Medical Technology/ Technician (EMT Paramedic)	2
		Total	15
		Total Credit Hours for Level 1 Certificate ..	31

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

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 704 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 must see rule for all TCOLE requirements:

- 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 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

EDUC 1300★	Learning Framework	
or		
COLS 0300	College Success Skills	
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
	Total Credit Hours for Certificate	20

Notes: 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

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 Book Fee = \$30.00
- State Test Fee - \$35.00

Prior to Acceptance to the Academy

- Students MUST be approved by TCOLE fingerprint screening systems. 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:

- Uniform purchases Royal Blue Classroom shirt and Grey PT shirt **MUST** be made with Genesis Screen Printing or 3D Impressions (price subject to change)
- Academy Headcover (cap with Academy seal) **MUST** be made with Genesis Screen Printing or 3D Impressions (prices subject to change)
- 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 crew socks (no ankle or no-show)
- Running sneakers
- Books purchased through SWTJC bookstore: (HFRG Threat Pattern Recognition Use of Force Student, Priced at campus bookstore)
- Ammunition
 - 800-1,000 rounds of .40cal. S&W for Glock Model 22 pistol
 - 50 rounds of 12GA. Shotgun Ammunition for Remington Model 870: 25 rounds of Birdshot, 15 rounds 00 (9 Pellet Buckshot), 10 rounds of Slugs
 - 300 rounds of .223 REM of 5.56 NATO rifle ammunition
- 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 scholastic records indicate that it would be inadvisable for the student to continue in the program. Students

PATIENT CARE TECHNICIAN *Uvalde Campus*

Purpose

The Patient Care Technician (PCT) Program includes courses that lead to a Level 1 Certificate with certification(s)/license(s) in Nurse Assistant, Phlebotomy, Electrocardiogram, and Medical Assistant.

The PCT Level 1 Certificate is a one-year, 2 semester program that prepares students for certification by National Healthcareer Association (NHA) in Phlebotomy, Electrocardiogram, and Medical Assistant. In addition, the program prepares students for certification by Nurse Aide Training and Competency Evaluation Program (NATCEP) as a Certified Nurse Assistant.

Upon successful completion of the program and certifications, students will possess the basic knowledge and skills necessary to assist with critical patient care. Student will be able to check vital signs, perform CPR and first aid, assist with medical examinations, perform electrocardiograms, basic laboratory procedures and phlebotomy, and various nurse assistant procedures.

Admission Requirements

Students admitted through regular college admission procedures (see Admission Regulations section). The Level 1 Certificate is TSI exempt; however, those not meeting Texas Success Initiative (TSI) requirements are encouraged to enroll in the appropriate developmental course(s).

THE FOLLOWING MUST BE COMPLETED PRIOR TO BEING ADMITTED INTO THE PROGRAM.

Application Process -- Applicants must meet the following requirements:

1. Fulfill admission requirements and be admitted to Southwest Texas Junior College.
2. Must have a high school diploma/GED or receive within one year of completing the National Healthcareer Association courses (Phlebotomy Technician, Electrocardiogram Technician, and Clinical Medical Assistant).
3. Must hold a valid social security card.
4. Must hold a valid driver's license or state issued I.D. card. Name registered on DL or ID must match name as listed on social security card.
5. Evidence of required immunizations, in writing, as required by the Texas Department of Health, including the Hepatitis-B series and Meningitis vaccine or proof of acceptable titer levels. Hepatitis-B series must be completed prior to registration.
6. Must obtain a documented negative TB Skin Test or a negative chest x-ray report with positive TB reaction. If providing documentation of previous TB test it must be within 12 months of the training session.
7. Must hold a current Basic Life Support (BLS) Provider CPR Card valid thru the training period.
8. Upon acceptance to the program, purchase of the approved school uniform and supplies.
9. Pass a criminal background check through the Texas Department of Public Safety. Process and fee will be explained by Department Coordinator. Students with any criminal convictions might not be eligible to test for the state exam or National Registry test.
10. Students are required to have their health care provider complete and sign the required program health form, which will be provided the first class day.

Program Outcomes

1. Implement the standards of care related to the National Healthcareer Association for Clinical Medical Assistant (CCMA).
2. Implement the standards of care related to the National Healthcareer Association for Phlebotomy Technician (CPT).
3. Implement the standards of career related to the National Healthcareer Association for Electrocardiogram Technician (CET).
4. Implement standards of care related to Texas Department of Aging and Disability Services (DADS) for Certified Nurse Assistant (CNA).

**PATIENT CARE TECHNICIAN
LEVEL 1 CERTIFICATE**

Program of Study

Fall Semester		Credit	Spring Semester.....		Credit
EDUC 1300★	Learning Framework		MDCA 1352	Medical Assistant Laboratory Procedures.....	3
or			PLAB 1323 ²	Phlebotomy.....	3
COLS 0300	College Success Skills		NUPC 1320 ²	Patient Care Technician/Assistant.....	3
			MDCA 1210	Medical Assistant Interpersonal and Communication Skills.....	2
NURA 1307	Body Systems.....	3	MDCA 1317 ^{1,2}	Procedures in a Clinical Setting.....	3
HITT 1305	Medical Terminology I.....	3			
MDCA 1205	Medical Law and Ethics.....	2			
NURA 1401	Nurse Aide for Health Care.....	4		Total	14
NURA 1160	Clinical – Nursing Assistant/Aide and Patient Care Assistant/Aide	1			
	Total	13		Total Credit Hours for Level 1 Certificate..	27

- Notes: 1 Capstone course that consolidates the student’s learning experiences.
 2 Must have a high school diploma or GED within one year of completion of National Healthcareer Association courses
 ★ All students are required to take EDUC 1300/COLS 0300; however, EDUC 1300/COLS 0300 do not count toward degree requirements.

Tuition and Fees

Students enrolling in the Patient Care Technician program 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):

- Uniform Scrubs \$35
- Books \$823.13
- CPR Certification..... \$31
- Background checks \$3.00
- Immunizations..... \$235.00

Advanced Placement Policy

In order to receive advanced placement credit for CNA, CCMA, CPT, or CET, the applicant must hold current certifications and/or licensures in each training area.

1. Provide appropriate documentation to the College of Applied Sciences Dean.
2. Must be fully accepted into the PCT program.
3. Must successfully complete COLS 0300 or EDUC 1300, NURA 1307, HITT 1305, and MDCA 1205.

Eligibility for ARRT Certification and TMB state license

The American Registry of Radiologic Technologists (ARRT) is the credentialing organization for Radiologic Technologists. In order to become nationally certified (RT(R)), graduates of the program must pass the national ARRT examination in Radiography.

The Texas Medical Board (TMB) is the state agency mandated to regulate the practice of Medical Radiologic Technologies (MRT). In order to become Texas state licensed, graduates of the program must pass the TMB Jurisprudence (JP) exam for Medical Radiologic Technologists and the ARRT examination.

Completion of all program didactic and clinical requirements DOES NOT guarantee eligibility to take the ARRT or TMB examination. Eligibility is also dependent upon ethics review by the ARRT, the TMB, and a national criminal background check. Some issues, but not all, addressed by the ARRT and the TMB are:

1. Conviction of a crime, which includes felony, gross misdemeanor, or misdemeanor, with the only exceptions being speeding and parking violations
2. Alcohol and/or drug related violations
3. Military court-martials
4. Violations or sanctions related to the academic honor code

For further information, please visit the following websites www.rrt.org and www.tmb.state.tx.us, or speak to a program official.

POWERLINE TECHNICIAN PROGRAM

Purpose

The **Powerline Technician** Program will equip individuals with the education and training needed for an entry level **powerline** apprentice position in the utility industry. Training in the 14-week course will include 10 weeks of **powerline** specific classroom and field work as well as 4 weeks of truck driver training for a class A CDL. Upon completion of the program students will receive a college Certificate of Completion in **Powerline Technician** Training, and be eligible to sit for the Class A Commercial Driver's License (CDL) and First Aid/CPR certification exams.

Admission Requirements:

- Minimum 18 years of Age
- High School Diploma or GED
- Pass the Reading, Writing, and Math assessment tests
- 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
 ASSOCIATE OF APPLIED SCIENCE DEGREE**

	<u>Credit</u>
General Education Courses:	
Social & Behavioral Sciences	3
Humanities & Fine Arts	3
Natural Science & Math	8
Other	3
Total General Education Courses.....	17
Technical Education Courses.....	43
Total Credit Hours for A.A.S.	60

Program of Study

Prerequisites

EDUC 1300★	Learning Framework	
or		
COLS 0300	College Success Skills	
BIOL 2401 ¹	Anatomy & Physiology I.....	4
BIOL 2402 ¹	Anatomy & Physiology II.....	4
Total		8

FIRST YEAR

<u>Fall Semester</u>		<u>Credit</u>	<u>Spring Semester</u>		<u>Credit</u>
RADR 1311	Basic Radiographic Procedures.....	3	RADR 2301	Intermediate Radiographic Procedures	3
RADR 1309	Intro. to Radiography and Patient Care	3	RADR 2313	Radiation Biology and Protection	3
RADR 2309	Radiographic Imaging Equipment.....	3	RADR 1360	Clinical-Radiologic Technology/ Science – Radiographer.....	3
RADR 1260	Clinical – Radiologic Technology/ Science - Radiographer.....	2	RADR 1313	Principles of Radiographic Imaging I	3
PSYC 2314	Lifespan Growth & Development	3	Total		12
Total		14			
Summer Session I			Summer Session II		
	<u>Credit</u>			<u>Credit</u>	
RADR 2266	Practicum (or Field Experience) - Radiologic Technology/Science – Radiographer ...	2	RADR 2267	Practicum (or Field Experience) - Radiologic Technology/Science -	2
Total		2	Total		2

SECOND YEAR

(25) Total Points: _____

Licensure Eligibility

The Texas Board of Nurses determines eligibility requirements for applicants for the initial licensure by examination. All candidates for licensure will be required to answer the following questions:

1. Been convicted of a misdemeanor?
2. Been convicted of a felony?
3. Pled no lo contendere, no contest, or guilty?
4. Received deferred adjudication?
5. Been placed on community supervision or court-ordered probatin, whether or not adjudicated guilty?
6. Been sentenced to serve jail or prison time or court-ordered confinement?
7. Been granted pre-trial diversion?
8. Been arrested or have any pending criminal charges?
9. Been cited or charged with any violation of the law?
10. Been subject of a court-martial; Article 15 violation; or received any form of military judgment, punishment, or action?

NOTE: You may only exclude Class C misdemeanor traffic violations

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, 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 licensure to a disciplinary fine. Non-disclosure of relevant offenses raises questions related to truthfulness and character of the Nurse.

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 the subject of an order of non-disclosure may become a character and fitness of duty 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 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 the matter, the Board may require you to provide information about any conduct that raises issues of character.

- Are you currently the target or subject of a grand jury or governmental agency investigation?
- Has any licensing authority refused to issue you a license or ever revoked, annulled, cancelled, accepted surrender of, or suspended, placed on probation, refused to renew a license, certificate of multi-state privilege held by you now or previously, or ever fined, censured, reprimanded or otherwise disciplined you? (You may exclude disciplinary actions previously disclosed to the Texas Board of Nursing on an initial or renewal licensure application).
- *In the past five (5) years have you been diagnosed with or treated or hospitalized for schizophrenia and/or psychotic disorder, bipolar disorder, paranoid personality disorder, antisocial personality disorder, or borderline personality disorder which impaired or does impair your behavior, judgment, or ability to function in school or work? (You may answer "No" if you have completed and/or are in compliance with TPAPN for mental illness OR you've previously

disclosed to the Texas Board of Nursing and have remained compliant with your treatment regime and have no further hospitalization since disclosure).

- *In the past five (5) years, have you been addicted or treated for the use of alcohol or any other drug? (You may answer "No" if you have completed and/or are in compliance with TPAPN).

**Pursuant to the 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 Occupations Code §301.466,*

If your response is yes to any of these questions, you are strongly encouraged to submit a petition for "Declaratory Order" to the Texas Board of Nurses prior to acceptance or within the first notification of acceptance. For information or guidance in this process to determine eligibility for licensure by examination, contact the Texas Board of Nurses at 512-305-7400 or go to the website: www.bon.texas.gov. The "Declaratory Order" form can be accessed at http://www.bon.texas.gov/forms_declaratory_order.asp.

If you have any questions or concerns, or need additional clarification, contact the Associate Degree Nursing Program Director @ 830-591-4163.

REGISTERED NURSE ASSOCIATE OF APPLIED SCIENCE DEGREE

	<u>Credit</u>
General Education Courses:	
Social & Behavioral Sciences	3
Humanities & Fine Arts	3
Natural Science & Math	12
Other	3
Total General Education Courses	21
Technical Education Courses (Nursing)	39
Total Credit Hours for A.A.S.	60

Program of Study

Prior Semesters	<u>Credit</u>
EDUC 1300★ Learning Framework	
BIOL 2401 ¹ Anatomy & Physiology I.....	4
BIOL 2402 ¹ Anatomy & Physiology II	4
BIOL 2420 ¹ Microbiology.....	4
ENGL 1301 ¹ Composition I.....	3
PSYC 2314 ¹ Lifespan Growth and Development.....	3
PHIL 2306 ¹ Introduction to Ethics.....	3
Total	21

5. Immunizations (Hepatitis B Series – 3 doses).....	\$95.00
6. Measles, Mumps, Rubella Vaccine (MMR – 2 does).....	\$105.00
7. Tdapv Vaccine.....	\$65.00
8. Meningitis Vaccine.....	\$135.00
9. Varicella (2 doses).....	\$300.00
10. Tuberculin Screen.....	\$25.00
11. Uniforms, white lab coat, and fully enclosed white shoes	\$250.00
11. School patch (purchase at bookstore)	\$15.00
12. Nursing equipment (stethoscope, bandage scissors, hemostats, penlight Calculator, and watch with second hand).....	\$150.00
Total.....	\$ 1,265.00

Fall Semester I:

1. ATI National Assessment and Remediation	\$647.50
2. Computer Documentation for Clinical Experiences	\$50.00
3. Textbooks	\$736
4. Allied Health Surcharge	\$300.00
5. Health Insurance (EJ Smith).....	\$150.00
6. Drug Screen	\$60.00
7. Influenza Vaccine	\$50.00
8. Liability Insurance	\$ 24.00
Total.....	\$ 2,017.50

Spring Semester I:

1. ATI National Assessment and Remediation	\$ 617.50
2. Textbooks	\$ 200.00
3. Allied Health Surcharge	\$300.00
4. Health Insurance	\$150.00
Total.....	\$ 1,267.50

Fall Semester II:

1. ATI National Assessment and Remediation	\$617.50
2. Allied Health Surcharge	\$300.00
3. Tuberculin Skin Test	\$25.00
4. Drug Screen	\$60.00
5. Health Insurance	\$150.00
Total.....	\$1,212.50

Spring Semester II:

1. ATI National Assessment and Remediation	\$ 617.50
2. Allied Health Surcharge	\$300.00
3. Health Insurance	\$150.00
4. BON Licensure Application	\$100.00
5. Pearson Vue NCLEX Fee	\$200.00
7. Graduation Cap, Gown, Tassel, & Diploma	\$50.00
8. Class Graduation Composite	\$5.00
9. Class Pin	\$100.00
Total.....	\$ 1,522.50

Approximate total (without tuition)..... **\$7,285.00**

Progression Policy

Students' progress through the curriculum according to the outlined Program of Studies. For progression in the ADN program, the student must meet all of the following criteria:

- Penlight, sphygmomanometer, gait belt, goggles)about \$69
- 7. Liability insurance.....\$14.50
- 8. White nursing shoes Varies
- 9. Watch with a second hand..... Varies
- 10. Four function calculator Varies
- 11. ATI National Assessment Exams & Remediation \$950.00

Spring Semester:

- 1. Board of Nurse Examiners for the State of Texas License fee.....\$125.00
- 2. National Council Licensure examination for Practical Nurses
(NCLEX-PN)\$200.00
- 3. Graduation Cap and Gown and Diploma about \$75.00
- 4. ATI National Assessment Exams & Remediation \$950.00

Withdrawal and Dismissal Policy

Southwest Texas Junior College School of Vocational Nursing reserves the right to request the withdrawal of any student whose health, attendance, conduct, personal qualities or scholastic records indicate that it would be inadvisable for the student to continue in the program. Students must maintain a minimum grade of 80 in all nursing courses in order to remain in the nursing program. Students withdrawing from the nursing program must comply with the SWTJC withdrawal policy and must participate in an exit interview in order to remain in good standing.

Vocational Nursing Advanced Placement Policy

A student who is a Certified Nurse Aid (CNA) may receive credit for:
VNSG 1323 – Basic Nursing Skills (3 hrs.)

To receive advanced placement credit for the vocational nursing certificate of completion, the applicant must:

- 1. Provide documentation of current CNA certification;
- 2. Apply and be admitted into the Nursing Program;
- 3. Have completed at least 6 semester hours at SWTJC;
- 4. Satisfactorily complete a skills assessment exam with a grade of 80% or better;
- 5. Make arrangements to take the exam with a nursing faculty 4 weeks before the first day of school.

Students who meet the criteria and satisfactorily pass the skills assessment exam will receive advanced placement credit and a grade of “P” for the course.

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.

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. Human interaction with and effect upon plant and animal communities. Conservation, pollution, energy, and other contemporary ecological problems. This course is designed to cover areas relating to contemporary ecological problems. Topics are to include air, water, soil, pollution, radiation, limnology, pesticides, wastes, and energy conservation. Emphasis will be placed upon biotic inter-relationships. The course will also include selected readings in the appropriate areas. Three lecture hours per week. Prerequisite: None

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

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. The major organs and systems of the body and their relationship to health and disease will be studied. This course is planned to meet the requirements of Kinesiology and Home Economics majors, pre-professional major, and Biology major and minors, or may be taken as an elective. This course will be suitable for pre-professional (especially nursing) majors. Three lecture and three laboratory hours per week. Prerequisite: Biology 1306 and Biology 1308 recommended. Lab Fee: \$24

BIOL 2402 - Anatomy and Physiology II - 4 sem. hrs. (3-3-0) 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. The major organs and systems of the body and their relationship to health and disease will be studied. This course is planned to meet the requirements of Kinesiology and Home Economics majors, pre-professional major, and Biology major and minors, or may be taken as an elective. This course will be suitable for pre-professional (especially nursing) majors. 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: \$50; VGI Refrigerant Certification: \$20; Employment Ready Testing: \$15

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.

CHEM 1312 - General Chemistry II - 3 sem. hrs. (3-0-0) 4005015503

Chemical equilibrium, thermodynamics, acid-base concepts, thermodynamics; kinetics; electrochemistry; nuclear chemistry; an introduction to organic chemistry and descriptive inorganic chemistry. Three lecture hours per week. Prerequisite: CHEM 1311 General Chemistry I. Co-requisite: Recommended CHEM 1112 General Chemistry II Laboratory.

CHEM 1405 - Introductory Chemistry I - 4 sem. hrs. (3-4-0) 4005015103

Survey course introducing chemistry. Topics may include inorganic, organic, biochemistry, food/physiological chemistry, and environmental/consumer chemistry. Designed for non-science and allied health students. This course is designed especially for students of business and liberal arts. The work of the course covers the fundamentals of general chemistry and the descriptive chemistry of non-metals. (May not be used in chemistry major sequence.) Three lecture and four laboratory hours per week. Prerequisite: None. Lab Fee: \$24

CHEM 1407 - Introductory Chemistry II - 4 sem. hrs. (3-4-0) 4005015103

Survey course introducing chemistry. Topics may include inorganic, organic, biochemistry, food/physiological chemistry, and environmental/consumer chemistry. Designed for non-science and allied health students. This course is designed especially for students of business and liberal arts. Emphasis is placed upon basic principle, nomenclature, principal reaction, and method of synthesis. It considers all major classes of carbon compounds with special attention given to those sections which may be associated with biological substances. (May not be used in chemistry major sequence.) Three lecture and four laboratory hours per week. Prerequisite: CHEM 1405. Lab Fee: \$24

CHEM 2423 - Organic Chemistry I - 4 sem. hrs. (3-4-0) 4005045203

Fundamental principles of organic chemistry will be studied, including the structure, bonding, properties, and reactivity of organic molecules; and properties and behavior of organic compounds and their derivatives. Emphasis is placed on organic synthesis and mechanisms. Includes study of covalent and ionic bonding, nomenclature, stereochemistry, structure and reactivity, reaction mechanisms, functional groups, and synthesis of simple molecules. THIS COURSE IS INTENDED FOR STUDENTS IN SCIENCE OR PRE-PROFESSIONAL PROGRAMS. Three lecture and four laboratory hours per week. Prerequisite: CHEM 1311/1111 and 1312/1112. Lab Fee: \$24

CHEM 2425 - Organic Chemistry II - 4 sem. hrs. (3-4-0) 4005045203

Advanced principles of organic chemistry will be studied, including the structure, properties, and reactivity of aliphatic and aromatic organic molecules; and properties and behavior of organic compounds and their derivatives. Emphasis is placed on organic synthesis and mechanisms. Includes study of covalent and ionic bonding, nomenclature, stereochemistry, structure and reactivity, reaction mechanisms, functional groups, and synthesis of simple molecules. THIS COURSE IS INTENDED FOR STUDENTS IN SCIENCE OR PRE-PROFESSIONAL PROGRAMS. Three lecture and four laboratory hours per week. Prerequisite: CHEM 2423. Lab Fee: \$24

CJCR 1300 - Basic Jail Course - 3 sem. hrs. (2-4-0)

Human relations; observation; evaluation of prisoners; booking procedures; classification; mug shots; fingerprinting; strip searches; meals; medical services; visitation; inmates rights and privileges; detention areas; disturbances; riots; fire procedures; release procedures; and key, knife and tool control. Includes the required Texas Commission on Law Enforcement (TCLEOSE) objectives for course #1005. This course was designed to be repeated multiple times to improve student proficiency. Two lecture and four laboratory hours per week. Prerequisite: None. Lab Fee: \$24

CJCR 1304 - Probation and Parole - 3 sem. hrs. (3-0-0)

A survey of the structure, organization, and operation of probation and parole services. Emphasis on applicable state statutes and administrative guidelines. Three lecture hours per week. Prerequisite: None.

CJCR 1307 - Correctional Systems and Practices - 3 sem. hrs. (3-0-0)

Corrections in the criminal justice system; organization of correctional systems; correctional role; institutional operations; alternatives to institutionalization; treatment and rehabilitation; current and future issues. Three lecture hours per week. Prerequisite: None.

CJCR 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.

CJCR 2325 - Legal Aspects of Corrections - 3 sem. hrs. (3-0-0)

A study of the operation, management, and legal issues affecting corrections. Analysis of constitutional issues involving rights of the convicted, as well as civil liability of correctional agencies and staff. Three lecture hours per week. Prerequisite: None.

CJLE 1211 - Basic Firearms - 2 sem. hrs. (2-1-0)

Firearm safety, cleaning and care techniques, proper shooting principles, and proficiency. Two lecture and one laboratory hours per week. Prerequisite: None. Lab Fee: \$16.25

CJLE 1303 - Basic Telecommunication Certification - 3 sem. hrs. (3-1-0)

Law enforcement functions, history of public safety communications, federal laws regulating public safety communications, radio communication systems, radio operations, fire and EMS dispatch considerations, telephone operations, law enforcement information systems, communication records, logs and documentation, legal issues, emergency management, police emergency situations, 9-1-1/computer aided dispatch, media relations, stress management, and crisis prevention. Required course for law enforcement telecommunication personnel prior to completion of 12 months of service. Three lecture and one laboratory hours per week. Prerequisite: None. Lab Fee: \$16.25

COMM 2315 - News Gathering and Writing II - 3 sem. hrs. (3-3-0) 0904015806

Continuation of the aims and objectives of news gathering and writing with emphasis on advanced reporting techniques. A continuation of COMM 2311 with discussions of various types of complex stories such as sports, reviews, criticisms, features, interviews and editorials; primarily a course to perfect students' writing skills and techniques; the ethics of reporting and the obligations of the competent journalist. Each student is required to report for The Southwest Texan (newspaper). Three lecture and three laboratory hours per week. Prerequisite: COMM 2311. Lab Fee: \$24

COMM 2324 - Practicum in Electronic Media - 3 sem. hrs. (3-2-0) 0907015306

Lecture and laboratory instruction and participation. Three lecture and two laboratory hours per week. Prerequisite: None. Lab Fee: \$24

COMM 2327 - Introduction to Advertising - 3 sem. hrs. (3-0-0) 0909035106

Fundamentals of advertising, including marketing theory and strategy, copywriting, design and selection of media. Three lecture hours per week. Prerequisite: None.

COMM 2331 - Radio/Television Announcing - 3 sem. hrs. (2-3-0) 0907015406

Principles of announcing; study of voice, diction, pronunciation, and delivery. Experience in various types of announcing. Study of phonetics is recommended. Two lecture and three laboratory hours per week. Prerequisite: None. Lab Fee: \$24

COMM 2332 - Radio/Television News - 3 sem. hrs. (2-3-0) 0907015206

Preparation and analysis of news styles for the electronic media. Two lecture and three laboratory hours per week. Prerequisite: COMM 2331. Lab Fee: \$24

COSC 1301 - Introduction to Computing - 3 sem. hrs. (3-1-0) 1101015107

Overview of computer systems – hardware, operating systems, the Internet, and application software including word processing, spreadsheets, presentation graphics, and databases. Current topics such as the effect of computers on society, and the history and use of computers in business, educational, and other interdisciplinary settings are also studied. This course is not intended to count toward a student's major field of study in business or computer science. Three lecture and one laboratory hours per week. Prerequisite: None. Lab Fee: \$16.25

COSC 1336 - Programming Fundamentals I - 3 sem. hrs. (2-3-0) 1102015507

Introduces the fundamental concepts of structured programming. Topics include software development methodology, data types, control structures, functions, arrays, and the mechanics of running, testing, and debugging. This course assumes computer literacy. (This course is included in the Field of Study Curriculum for Computer Science.) Two lecture and three laboratory hours per week. Prerequisite: None. Lab Fee: \$24

COSC 1337 - Programming Fundamentals II - 3 sem. hrs. (2-3-0) 1102015607

Review of control structures and data types with emphasis on structured data types. Applies the object-oriented programming paradigm, focusing on the definition and use of classes along with the fundamentals of object-oriented design. Includes basic analysis of algorithms, searching and sorting techniques, and an introduction to software engineering. (This course is included in the Field of Study Curriculum for Computer Science.) Two lecture and three laboratory hours per week. Prerequisite: COSC 1336. Lab Fee: \$24

COSC 1420 – Programming I – 4 sem. hrs. (4-0-0) 1102015207

Introduces the fundamental concepts of structured programming in the C language. Topics include data types, control structures; functions, structures, arrays, pointers, pointer arithmetic, unions, and files; the mechanics of running, testing, and debugging programs; introduction to programming, and introduction to the historical and social context of computing. Four lecture hours per week. Prerequisite: None

COSC 2325 - Computer Organization and Machine Language - 3 sem. hrs. (2-3-0) 1102015407

Basic computer organization; machine cycle, digital representation of data and instructions; assembly language programming, assembler, loader, macros, subroutines, and program linkages. (This course is included in the Field of Study Curriculum for Computer Science.) Two lecture and three laboratory hours per week. Prerequisite: COSC 1336. Lab Fee: \$24

COSC 2336 - Programming Fundamentals III - 3 sem. hrs. (2-3-0) 1102015707

Further applications of programming techniques, introducing the fundamental concepts of data structures and algorithms. Topics include recursion, fundamental data structures (including stacks, queues, linked lists, hash tables, trees, and graphs), and algorithmic analysis. (This course is included in the Field of Study Curriculum for Computer Science.) Two lecture and three laboratory hours per week. Prerequisite: COSC 1337. Lab Fee: \$24

CRIJ 1301 - Introduction to Criminal Justice - 3 sem. hrs. (3-0-0) 4301045124

This course provides a historical and philosophical overview of the American criminal justice system, including the nature, extent, and impact of crime; criminal law; and justice agencies and processes. Three lecture hours per week. Prerequisite: None.

CRIJ 1306 - Court Systems and Practices - 3 sem. hrs. (3-0-0) 4301045424

This course is a study of the court system as it applies to the structures, procedures, practices, and sources of law in American courts, using federal and Texas statutes and case law. Three lecture hours per week. Prerequisite: None.

CRIJ 1307 - Crime in America - 3 sem. hrs. (3-0-0) 4504015225

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

CRIJ 1310 - Fundamentals of Criminal Law - 3 sem. hrs. (3-0-0) 4301045424

This course is the study of criminal law including application of definitions, statutory elements, defenses and penalties using Texas statutes, the Model Penal Code, and case law. The course also analyzes the philosophical and historical development of criminal law and criminal culpability. Three lecture hours per week. Prerequisite: None.

CRIJ 1313 - Juvenile Justice System 3 sem. hrs. (3-0-0) 4301045524

A study of juvenile justice process to include specialized juvenile law, role of the juvenile law, role of the juvenile courts, role of the police agencies, role of correctional agencies, and the theories concerning delinquency. Three lecture hours per week. Prerequisite: None.

CRIJ 2301 - Community Resources in Corrections - 3 sem. hrs. (3-0-0) 4301045224

An introductory study of the role of the community in corrections; community programs for adults and juveniles; administration of community programs; legal issues; future trends in community treatment. Three lecture hours per week. Prerequisite: None.

CRIJ 2313 - Correctional Systems & Practices - 3 sem. hrs. (3-0-0) 4301045424

This course is a survey of institutional and non-institutional corrections. Emphasis will be placed on the organization and operation of correctional systems; treatment and rehabilitation; populations served; Constitutional issues; and current and future issues. Three lecture hours per week. Prerequisite: CRIJ 1301 or CJSA 1322.

CRIJ 2314 - Criminal Investigation - 3 sem. hrs. (3-0-0) 4301045524

Investigative theory; collection and preservation of evidence; sources of information; interview and interrogation; uses of forensic sciences; case and trial preparation. Three lecture hours per week. Prerequisite: CRIJ 1301 or CJSA 1322.

CRIJ 2323 - Legal Aspects of Law Enforcement - 3 sem. hrs. (3-0-0) 4301045524

Police authority; responsibilities; constitutional constraints; laws of arrest, search and seizure; police liability. Three lecture hours per week. Prerequisite: CRIJ 1301 or CJSA 1322.

CRIJ 2328 - Police Systems & Practices - 3 sem. hrs. (3-0-0) 4301045724

This course examines the establishment, role and function of police in a democratic society. It will focus on types of police agencies and their organizational structure, police-community interaction, police, ethics, and use of authority. Three lecture hours per week. Prerequisite: CRIJ 1301 or CJSA 1322.

CRPT 1411 - Conventional Roof Systems - 4 sem. hrs. (3-3-0)

Principles of design and construction of a conventional roof system incorporating gable, hip, valley and intersections. Emphasis given to safe work practices and the use, and maintenance of tools and equipment. Three lecture and three laboratory hours per week. Prerequisite: None. Lab Fee: \$24

CRPT 1415 - Conventional Wall Systems - 4 sem. hrs. (3-3-0)

Conventional wall systems with emphasis on wood frame construction. Includes identification of components; construction of wall systems; safe work practices; and the use, and maintenance of tools and equipment. Three lecture and three laboratory hours per week. Prerequisite: None. Lab Fee: \$24

CRPT 1423 - Floor Systems - 4 sem. hrs. (3-3-0) 46.0201

An introduction to common floor systems. Includes component identification; construction of a floor system; safe work practices; and the use, and maintenance of tools and equipment. Three lecture and three laboratory hours per week. Prerequisite: None. Lab Fee: \$24

CRPT 1429 - Introduction to Carpentry - 4 sem. hrs. (3-3-0)

An introduction to the carpentry trade including safety, tools, equipment, terminology, and methods. Three lecture and three laboratory hours per week. Prerequisite: None. Lab Fee: \$24

CRPT 1441 - Conventional Exterior Finish System - 4 sem. hrs. (3-3-0) 46.0201

Installation of exterior finish systems and components including the placement and installation of cornice, windows, doors, siding, and flashing. Emphasis on safe work practices and the use, and maintenance of tools and equipment. Three lecture and three laboratory hours per week. Prerequisite: None. Lab Fee: \$24

CRPT 1445 - Conventional Interior Finish System - 4 sem. hrs. (3-3-0) 46.0201

Installation of interior finish systems and components including the placement and installation of doors, trim, floor, wall, and ceiling finishes. Emphasis on safe work practices and the use, and maintenance of tools and equipment. Three lecture and three laboratory hours per week. Prerequisite: None. Lab Fee: \$24

CSME 1248 - Principles of Skin Care - 2 sem. hrs. (0-6-0)

An introduction of the theory and practice of skin care. Six laboratory hours per week. Prerequisite: None. Co-requisite: CSME 1401. Lab Fee: \$24

CSME 1310 - Introduction to Haircutting and Related Theory - 3 sem. hrs. (1-5-0)

Introduction to the theory and practice of haircutting. Topics include terminology, implements, sectioning and finishing techniques. One lecture and five laboratory hours per week. Prerequisite: CSME 1401. Lab Fee: \$24

CSME 1401 - Orientation to Cosmetology - 4 sem. hrs. (2-5-0)

An overview of the skills and knowledge necessary for the field of cosmetology. Two lecture and five laboratory hours per week. Co-requisite: None. Lab Fee: \$24

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

The application of algebra and trigonometry to the study of elementary functions and their graphs including polynomial, rational, exponential, logarithmic, and trigonometric functions. Topics from analytical geometry as well as sequences and series will be demonstrated. Three lecture hours per week. Prerequisite: MATH 1314 or 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

NURA 1301 – Nurse Aide for Health Care – 3 sem. hrs. (2-2-0)

Knowledge, skills, and abilities essential to provide basic care to residents of long-term care facilities. Topics include resident's rights, communication, safety, observation, reporting and assisting residents in maintaining basic comfort and safety. Emphasis on effective interaction with members of the health care team, restorative services, mental health, and social services needs. Two lecture and two laboratory hours per week. Prerequisite: None. NACES Testing Fee: \$104.50; Lab Fee: \$24

NURA 1307 – Body Systems – 3 sem. hrs. (2-2-0)

A basic study of the structure and functions of the human body. Two lecture and two laboratory hours per week. Prerequisite: None. Co-requisite: HITT 1305, MDCA 1205, NURA 1401, NURA 1160. Lab Fee: \$24

NURA 1401 – Nurse Aide for Health Care – 4 sem. hrs. (4-0-0)

Knowledge, skills, and abilities essential to provide basic care to residents of long-term care facilities. Topics include resident's rights, communication, safety, observation and reporting and assisting residents in maintaining basic comfort and safety. Emphasis on effective interaction with members of the health care team, restorative services, mental health, and social sciences needs. Four lecture hours per week. Co-requisites: NURA 1307, MDCA 1205, HITT 1305, NURA 1160. State Exam Examination Fee: \$125

PBAD 1321 - Public Administration - 3 sem. hrs. (3-0-0)

An introduction to the organization and management of the public sector. Topics include intergovernmental relations, overview of different levels of government program management, and management of non-profit agencies. Three lecture hours per week. Prerequisite: None.

PBAD 1341 - Governmental Agencies - 3 sem. hrs. (3-0-0)

An overview of governmental agencies and their interrelationships; goals and objectives; and organizational structure of each agency. Topics include grants-in-aid, revenue and expenditure patterns, and global influence on governmental agencies. Three lecture hours per week. Prerequisite: None.

PBAD 2305 - Public Sector Management - 3 sem. hrs. (3-0-0)

General principles of public management and strategies of dealing with internal and external systems. Topics include planning, decision-making and leadership models, organizational behavior, and resource management. Three lecture hours per week. Prerequisite: None.

PBAD 2311 - Public Sector Supervision - 3 sem. hrs. (3-0-0)

Skill development in supervisory techniques in public management. Topics include organizational structure, motivation, planning, control, delegation, and leadership. Instructional techniques may include case studies, role playing, and teamwork. Three lecture hours per week. Prerequisite: None.

PBAD 2331 - Budgeting in the Public Sector - 3 sem. hrs. (3-0-0)

Examination of revenue-producing activities and sources of funds; construction and implementation of budgets; and basic terminology, concepts, and mechanics as they relate to fiscal factors. Topics include budget cycle, taxation, bonds, indebtedness, and fund accounting. Three lecture hours per week. Prerequisite: None.

PBAD 2335 - Ethics in the Public Sector - 3 sem. hrs. (3-0-0)

Examination of reconciling the practice of public administration with provisions of law. Topics include codes of conduct, financial disclosure, conflict of interest, nepotism, and ethical dilemmas. Three lecture hours per week. Prerequisite: None.

PFPB 2409 - Residential Construction Plumbing I - 4 sem. hrs. (3-3-0) 46.0503

Skill development in the procedures and techniques employed by a plumber in the rough-in and top-out stages of a new home or the remodeling of an older home. Three lecture and three laboratory hours per week. Prerequisite: None. Lab Fee: \$24

PHED 1100 - Physical Activities - 1 sem. hrs. (0-3-0) 3601085123

Instruction and participation in physical and recreational activities. This includes one or more of the following: Dance for Conditioning, Swimming, Water Activities, Conditioning, Jogging for Fitness, Volleyball, Basketball, Bowling, Weight Training, Tennis, Rodeo, Racquetball, Team Sports, Soccer, Golf, and Outdoor Education. Three laboratory hours per week. Prerequisite: None. Lab Fee: \$24

PHED 1110 - Physical Activities - 1 sem. hrs. (0-3-0) 3601085123

Instruction and participation in physical and recreational activities. This includes one or more of the following: Dance for Conditioning, Swimming, Water Activities, Conditioning, Jogging for Fitness, Volleyball, Basketball, Bowling, Weight Training, Rodeo, Racquetball, Team Sports, Soccer, Golf, and Outdoor Education. Three laboratory hours per week. Prerequisite: None. Lab Fee: \$24

PHED 1301 - Foundations of Kinesiology - 3 sem. hrs. (3-0-0) 3105015223

The purpose of this course is to provide students with an introduction to human movement that includes the historical development of physical education, exercise science, and sport. This course offers the student both an introduction to the knowledge base, as well as, information on expanding career opportunities. Three lecture hours per week. Prerequisite: None.

PHED 1304 - Personal and Community Health - 3 sem. hrs. (3-0-0) 5115045116

This course provides an introduction to the fundamentals, concepts, strategies, applications, and contemporary trends related to understanding personal and/or community health issues. This course also focuses on empowering various populations with the ability to practice healthy living, promote healthy lifestyles, and enhance individual well-being. Three lecture hours per week. Prerequisite: None.

PHED 1306 - First Aid - 3 sem. hrs. (3-0-0) 5115045316

Instruction and practice for emergency care. Designed to enable students to recognize and avoid hazards within their environment, to render intelligent assistance in case of accident or sudden illness, and to develop skills necessary for the immediate and temporary care of

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: PHYS 2325 University Physics I or. 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

Calculus-level physics course, with laboratories, that includes study of mechanics and heat. Physics is a scientific study of the basic laws of nature and the interactions between all matter. This study builds on the conceptual understanding and problem-solving skills (qualitative and quantitative) acquired in a two-semester algebra/trig based physics course successfully completed at either the high school or college level. Three lecture hours per week. Prerequisite: MATH 2413. Co-requisite: PHYS 2125

PHYS 2326 - University Physics II - 3 sem. hrs. (3-0-0) 4001015503

Calculus-level physics course, with laboratories, that includes studies of waves, electricity and magnetism, and geometrical/physical optics. Physics is a scientific study of the basic laws of nature and the interactions between all matter. This study builds on the conceptual understanding and problem-solving skills (qualitative and quantitative) acquired in a two-semester algebra/trig based physics course successfully completed at either the high school or college level. 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

POFI 2331 - Desktop Publishing - 3 sem. hrs. (2-3-0)

In-depth coverage of desktop publishing terminology, text editing, and use of design principles. Emphasis on layout techniques, graphics, multiple page displays and business applications. This course is designed to be repeated multiple times to improve student proficiency. Two lecture and three laboratory hours per week. Prerequisite: POFI 2301. Lab Fee: \$24

POFT 1301 - Business English - 3 sem. hrs. (3-0-0)

Introduction to a practical application of basic language usage skills with emphasis on fundamentals of writing and editing for business. Three lecture hours per week. Prerequisite: POFI 2301.

POFT 1309 - Administrative Office Procedures I - 3 sem. hrs. (2-3-0)

Study of current office procedures, duties, and responsibilities applicable to an office environment. Capstone course that consolidates the student's learning experiences. This course should be taken during the second semester before the completion of the one-year certificate. Two lecture and three laboratory hours per week. Prerequisite: POFI 2301. Lab Fee: \$24; MOS Exam Fee: \$75; MOS Test Prep Fee: \$40

POFT 1313 - Professional Workforce Preparation - 3 sem. hrs. (3-0-0)

Preparation for career success including ethics, interpersonal relations, professional attire, and advancement. Three lecture hours per week. Prerequisite: None.

POFT 1325 - Business Math Using Technology - 3 sem. hrs. (2-3-0)

Skill development in business math problem-solving using technology. Two lecture and three laboratory hours per week. Prerequisite: None. Lab Fee: \$24

POFT 1329 - Beginning Keyboarding - 3 sem. hrs. (2-3-0)

Skill development in the operation of the keyboard by touch applying proper keyboarding techniques. Emphasis on development of acceptable speed and accuracy levels and formatting basic documents. Two lecture and three laboratory hours per week. Prerequisite: None. Lab Fee: \$24

RNSG 1538 - Health Care Concepts III - 5 sem. hrs. (4-4-0)

In-depth coverage of health care concepts with nursing application through selected exemplars. Concepts include cellular regulation, end of life, immunity, interpersonal relationships, grief, human development, intracranial regulation, mood/affect, comfort, sexuality, mobility, and reproduction. Provides continuing opportunities for development of clinical judgment skills. The course lends itself to a concept-based approach. Four lecture and four laboratory hours per week. Prerequisite: RNSG 1362. **Lab Fee: \$24; ATI National Assessment Exam & Remediation Fee: \$617.50**

RNSG 2138 - Professional Nursing Concepts IV - 1 sem. hrs. (1-0-0)

Integration of professional nursing concepts and exemplars within the professional nursing roles. Synthesizes concepts of clinical judgment, ethical-legal, evidenced-based practice, leadership and management, patient-centered care, professionalism, safety, team work and team/collaboration through exemplars presented in the Health Care Concepts courses. Emphasizes concept of quality improvement and introduces health policy. 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 2361

RNSG 2361 - Clinical - Registered Nursing - 3 sem. hrs. (0-0-12)

A health-related work-based experience that enables the student to apply specialized occupational theory, skills, and concepts. Direct supervision is provided by the clinical professional. Since the concept-based curriculum is an integrated curriculum, the clinical assignments can include patients on any of the institutional units that relate to the clinical objectives. Twelve external experience hours per week. Prerequisite: RNSG 1362. **Co-op Fee: \$24; Allied Health Fee: \$300; Urine Drug Screen Fee: \$60**

RNSG 2362 - Clinical - Registered Nursing - 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. Since the concept-based curriculum is an integrated curriculum, clinical assignments can include patients on any of the institutional units that relate to the clinical objectives. Twelve external experience hours per week. Prerequisite: RNSG 2361. **Co-op Fee: \$24; Allied Health Fee: \$300**

RNSG 2539 - Health Care Concepts IV - 5 sem. hrs. (4-4-0)

In-depth coverage of advanced health care concepts with nursing applications through selected exemplars. Concepts include cognition, immunity, clotting, fluid and electrolyte balance, gas exchange, metabolism, nutrition, perfusion, coping, tissue integrity, and interpersonal relationships. Continuing development of clinical judgment with integration of all health care program concepts. The course lends itself to a concept-based approach. Four lecture and four laboratory hours per week. Prerequisite: RNSG 2361. **Lab Fee: \$24; ATI National Assessment Exam & Remediation Fee: \$617.50**

SOCI 1301 - Introductory Sociology - 3 sem. hrs. (3-0-0) 4511015125

The scientific study of human society, including ways in which groups, social institutions, and individuals affect each other. Causes of social stability and social change are explored through the application of various theoretical perspectives, key concepts, and related research methods of sociology. Analysis of social issues in their institutional context may include topics such as social stratification, gender, race/ethnicity, and deviance. Three lecture hours per week. Prerequisite: None.

SOCI 1306 - Social Problems - 3 sem. hrs. (3-0-0) 4511015225

Application of sociological principles and theoretical perspectives to major social problems in contemporary society such as inequality, crime and violence, substance abuse, environmental issues, deviance, or family problems. Three lecture hours per week. Prerequisite: None.

SOCI 2301 - Marriage and the Family - 3 sem. hrs. (3-0-0) 4511015425

Sociological and theoretical analysis of the structures and functions of the family the varied cultural patterns of the American family, and the relationships that exist among the individuals within the family, as well as the relationships that exist between the family and other institutions in society. Three lecture hours per week. Prerequisite: None.

SOCI 2306 - Human Sexuality - 3 sem. hrs. (3-0-0) 4201015325

This course will provide an overview of the broad field of human sexuality. Topics will be covered from various perspectives – biological, sociological, anthropological, etc., but will focus primarily on the psychological perspective. The goal is for each student to learn factual, scientifically based information that will provoke thought and contribute to his/her own decision-making on sexual issues outside of the classroom. (Cross-listed as PSYC 2306). Three lecture hours per week. Prerequisite: None.

SOCI 2319 - Minority Studies I - 3 sem. hrs. (3-0-0) 4511015325

This course studies minority-majority group relations, addressing their historical, cultural, social, economic, and institutional development in the United States. Both sociological and social psychological levels of analysis will be employed to discuss issues including experiences of minority groups within the context of their cultural heritage and tradition, as well as that of the dominant culture. Core concepts to be examined include (but are not limited to) social inequality, dominance/subordination, prejudice, and discrimination. Particular minority groups discussed may include those based on poverty, race/ethnicity, gender, sexual orientation, age, disability, or religion. Three lecture hours per week. Prerequisite: SOCI 1301.

SPAN 1300 - Beginning Spanish Conversation I - 3 sem. hrs. (3-0-0) 1609055413

Basic practice in comprehension and production of the spoken language. This course is strictly for those who have had no previous contact with Spanish. This course is basically oral with grammar kept to the minimum essentials. This course is designed for non-native speakers. Three lecture hours per week. Prerequisite: Approval of instructor.

SPAN 1411 - Beginning Spanish I - 4 sem. hrs. (3-2-0) 1609055113

Basic Spanish language skills in listening, speaking, reading and writing within a cultural framework. Students will acquire the vocabulary and grammatical structures necessary to communicate and comprehend at the beginner level. Three lecture and two laboratory hours per week. Prerequisite: None. **Lab Fee: \$24**

SPAN 1412 - Beginning Spanish II - 4 sem. hrs. (3-2-0) 1609055113

Continued development of basic Spanish language skills in listening, speaking, reading, and writing within a cultural framework. Students acquire the vocabulary and grammatical structures necessary to communicate and comprehend at the high beginner to low intermediate level. Three lecture and two laboratory hours per week. Prerequisite: SPAN 1411 - no exceptions. Lab Fee: \$24

SPAN 2311 - Intermediate Spanish I - 3 sem. hrs. (3-0-0) 1609055213

The consolidation of skills acquired at the introductory level. Further development of proficiency in listening, speaking, reading and writing. Emphasis on comprehension, appreciation, and interpretation of the cultures of the Spanish-speaking world. Three lecture hours per week. Prerequisite: SPAN 1411 and SPAN 1412.

SPAN 2312 - Intermediate Spanish II - 3 sem. hrs. (3-0-0) 1609055213

The consolidation of skills acquired at the introductory level. Further development of proficiency in listening, speaking, reading and writing. Emphasis on comprehension, appreciation, and interpretation of the cultures of the Spanish-speaking world. Three lecture hours per week. Prerequisite: SPAN 1411, SPAN 1412, and SPAN 2311.

SPCH 1311 - Introduction to Speech Communication - 3 sem. hrs. (3-0-0) 0901055116

Introduces basic human communication principles and theories embedded in a variety of contexts including interpersonal, small group, and public speaking. Three lecture hours per week. Prerequisite: None.

SPCH 1315 - Public Speaking - 3 sem. hrs. (3-0-0) 0901015306

Application of communication theory and practice to the public speaking context, with emphasis on audience analysis, speaker delivery, ethics of communication, cultural diversity, and speech organizational techniques to develop students' speaking abilities, as well as ability to effectively evaluate oral presentations. Three lecture hours per week. Prerequisite: None

SPCH 1318 - Interpersonal Communication - 3 sem. hrs. (3-0-0) 2313045412

Application of communication theory to interpersonal relationship development, maintenance, and termination in relationship contexts including friendships, romantic partners, families, and relationships to co-workers and supervisors. Three lecture hours per week. Prerequisite: SPCH 1311 or SPCH 1321.

SPCH 1321 - Business and Professional Communication - 3 sem. hrs. (3-0-0) 0901015206

Study and application of communication within the business and professional context. Special emphasis will be given to communication competencies in presentations, dyads, teams and technologically mediated formats. Three lecture hours per week. Prerequisite: None.

TECA 1303 - Families, School, and Community - 3 sem. hrs. (3-0-1) 1301015209

A study of the child, family, community, and schools, including parent education and involvement, family and community lifestyles, child abuse, and current family life issues. Course content must be aligned as applicable with State Board for Educator Certification Pedagogy and Professional Responsibilities standards and coincide with the National Association for the Education of Young Children position statement related to developmentally appropriate practices for children from birth through age eight. Requires students to participate in field experiences with children from infancy through age 12 in a variety of settings with varied and diverse populations. The course includes a minimum of 16 hours of field experiences. Three lecture and one external hours per week. Prerequisite: None. Co-op Fee: \$16.25

TECA 1311 - Educating Young Children - 3 sem. hrs. (3-0-1) 1312025109

An introduction to the education of the young child, including developmentally appropriate practices and programs, theoretical and historical perspectives, ethical and professional responsibilities, and current issues. Course content must be aligned as applicable with State Board for Educator Certification Pedagogy and Professional Responsibilities standards and coincide with the National Association for the Education of Young Children position statement related to developmentally appropriate practices for children from birth through age eight. Requires students to participate in field experiences with children from infancy through age 12 in a variety of settings with varied and diverse populations; and the course includes a minimum of 16 hours of field experiences. Three lecture and one external hours per week. Prerequisite: None. Co-op Fee: \$16.25

TECA 1318 - Wellness of the Young Child - 3 sem. hrs. (3-0-1) 1301015309

A study of the factors that impact the well-being of the young child including healthy behavior, food, nutrition, fitness, and safety practices. Focus on local and national standards and legal implications of relevant policies and regulations. Course content must be aligned as applicable with State Board for Educator Certification Pedagogy and Professional Responsibilities standards and coincide with the National Association for Education of Young Children position statement related to developmentally appropriate practices for children from birth through age eight. Requires students to participate in field experiences with children from infancy through age 12 in a variety of settings with varied and diverse populations. Course includes a minimum of 16 hours of field experiences. Three lecture and one external hours per week. Prerequisite: None. Co-op Fee: \$16.25

TECA 1354 - Child Growth and Development - 3 sem. hrs. (3-0-0) 1312025209

A study of the physical, emotional, social, language, and cognitive factors impacting growth and development of children through adolescence. Three lecture hours per week. Prerequisite: CDEC 1319, CDEC 1356, CDEC 1281, CDEC 2307, TECA 1303, and CDEC 2280

VNSG 1116 - Nutrition - 1 sem. hrs. (1-0-0)

Introduction to nutrients and the role of diet therapy in growth and development and in the maintenance of health. The purpose of this course is to introduce basic principles of scientific nutrition and present their application in person-centered care, i.e., nutrition throughout the life cycle, community nutrition and Health Care, and Clinical Nutrition. One lecture hour per week. Prerequisite: BIOL 2401, BIOL 2402, PSYC 2301, PSYC 2314, and admission into the vocational nursing program.