



Book of Dreams

Locations

Centennial Campus
5675 South Academy Boulevard
Colorado Springs, CO 80906
(719) 576-7711 or (800) 456-6847
TTY (719) 540-7131 or 540-7081

The Downtown Studio Campus
100 West Pikes Peak Avenue
Colorado Springs, CO 80903
(719) 527-6000 or (800) 456-6847

Rampart Range Campus
11195 Highway 83
Colorado Springs, CO 80921
(719) 538-5000 or (800) 456-6847
TTY (719) 538-5079

Corporate, Workforce, & Economic Development (CWED)
CWED at Commerce Center
7222 Commerce Center Drive, Suite 103
Colorado Springs, CO 80919
(719) 540-2400 or (800) 456-6847

CWED Downtown Center
100 West Pikes Peak Avenue, Suite 200
Colorado Springs, CO 80903
(719) 527-6060 or (800) 456-6847

Other Sites
Fort Carson (719) 576-7212
Peterson Air Force Base (719) 574-1169
U.S. Air Force Academy (719) 574-1169
Woodland Park Center (719) 540-7770

WEB Address
www.ppcc.ccoes.edu

LOCATIONS



Dear Student:

Welcome to Pikes Peak Community College!

We've chosen "The Book of Dreams" as our catalog theme for the year. Let me explain the reason: it began with a conversation I had with the designer, Mr. George Sanchez. He asked me what the catalog is used for, and I explained about articulation and prerequisites and course credits and graduation requirements and the like. I asked him what he thought college catalogs were for. He answered "They are about dreams. Dreams of what you can learn about and careers you can pursue and approaches to how you can live your life.

The more I thought about his comments, the more I agreed that "the book of dreams" is an excellent description for a college catalog. Plato had an interesting thought on the purpose of education – he said it is to make the individual want to do what he has to do. It isn't easy to "improve" on Plato, but for me education is to allow an individual to do what they dream to do. And it is for both dreaming about how you would like to earn a living and how you would like to live your life.

Welcome to Pikes Peak Community College, where in a very real sense you can make your dreams come true.

A handwritten signature in black ink that reads "Marijane Axtell Paulsen". The signature is written in a cursive, flowing style.

Marijane Axtell Paulsen, Ph.D.
President, PPCC



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Accreditation

The College is accredited by the Commission on Institutions of Higher Education of the North Central Association of Colleges and Schools, 30 North LaSalle Street, Suite 2400, Chicago, IL 60602-2504, (312) 263-0456.

Changes

Catalog information is subject to change without notice. Published changes, including courses and programs approved after the catalog deadline, are available in the Admissions Office on the Centennial Campus or the Rampart Range Campus.

This catalog takes effect June 1, 2000.

Nondiscrimination statement:

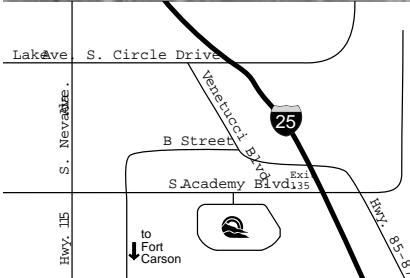


Pikes Peak Community College does not unlawfully discriminate on the basis of race, color, religion, national origin, sex, age, veteran's status, or disability in admission or access to or treatment or employment in its educational programs or activities. Inquiries may be referred to Jeff Olson, AA/EEO/ADA Officer, Pikes Peak Community College, 5675 South Academy Boulevard, Colorado Springs, CO 80906, (719) 540-7557; the Director of Affirmative Action for the Colorado Community College and Occupational Education System, 1391 North Speer Boulevard, Denver, CO 80204, (303) 620-4000; or the Office for Civil Rights, U.S. Department of Education, 1961 Stout Street, Denver, CO 80294, (303) 844-5695. (NOTE: Other resources are the Colorado Civil Rights Commission and the U.S. Equal Employment Opportunity Commission.)

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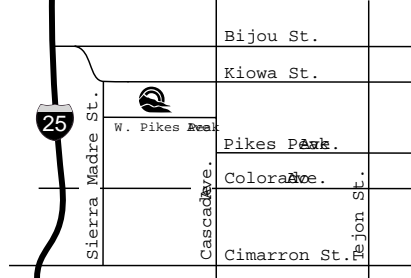
All Around the

COMMUNITY



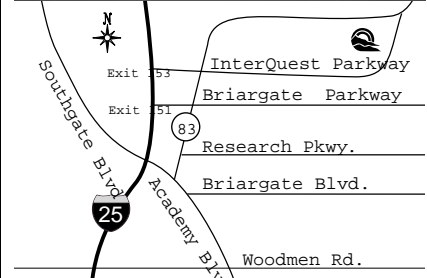
Centennial Campus
5675 S. Academy Boulevard
576-7711

The largest of the three campuses, Centennial Campus is home to programs in all of the college's academic divisions, and has a student center, child care, and athletic facilities. The Technical Industrial and Service Occupations Division offers most of its classes here.



The Downtown Studio Campus
100 West Pikes Peak Avenue
527-6000

Nestled in the city's vibrant downtown area and close to fine restaurants, museums, and galleries, the Downtown Studio Campus features a Weekend College and an art gallery. Many of the college's fine arts classes are taught here as well as courses in the Legal Assistant program, and a variety of liberal arts and computer courses.



Rampart Range Campus
11195 Highway 83
538-5000

The newest facility, Rampart Range Campus is the most modern, featuring the latest in instructional technology including smart classrooms, computerized lab equipment, and a fiber optic network. Offering a wide variety of programs, Rampart Range Campus is the home of the college's health programs.



COMMUNITY
COLLEGE

Book of Dreams

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ABOUT PPCC

History of the College

Pikes Peak Community College, then El Paso Community College, was established in 1968. Classes began in September 1969 in rented buildings on the west side of the city. As enrollment grew, the full-service Centennial Campus was built at the south end of Colorado Springs in 1978. In that same year, the name of the college was changed to Pikes Peak Community College.

To meet the needs of our growing community, the Downtown Studio Campus opened in downtown Colorado Springs in 1986. At the same time, Pikes Peak Community College developed a partnership with School District 20 and opened a branch at Rampart High School.

As Colorado Springs continued to experience significant growth in the north and east parts of the city, the college outgrew the Rampart High School Campus. A new full-service facility, the Rampart Range Campus, was built and opened for classes in Fall 1998.

Vision Statement

The motivating spirit of Pikes Peak Community College is a commitment to excellence. Through leadership, planning, and a spirit of optimism, we aspire to be an exemplary learning community. Our focus is on the individual student, the institutional family, and the community we serve.

We value the full development of individuals for participation in a changing society. Our services and programs are designed to infuse the values of applied learning, critical thinking, cultural understanding, and lifelong development. We commit to excellence in institutional structures and functions and the creation of an environment that is caring and supportive. Further, we strive to be an active, accessible, and sensitive presence in the diverse and changing communities we serve.

We are pledged to accomplish our mission with creativity and innovation. Within this context, we recognize and respect the worth of all individuals, and we are pledged to fulfill our mission with compassion, caring, and understanding. We believe the quality of service to students and to the community is bound to the quality of our faculty, staff, and administrators.

Mission Statement

By Colorado statute, Pikes Peak Community College is established to provide

- two-year career and technical and liberal arts programs allowing students to obtain employment or transfer to four-year colleges and universities
- special interest classes for personal growth

In order to fulfill this mission, the college offers

- lower division college courses for transfer to four-year school
- career and technical training for employment
- courses to upgrade work skills
- developmental classes to build basic skills
- counseling to explore educational, career and personal goals
- extracurricular and cultural activities and leadership development programs
- resources to support community growth and development

Pikes Peak Community College offers programs and services that develop individual potential and enhance the quality of community life.

Transfer Programs

Students can take the first two years of a four-year bachelor's degree at Pikes Peak Community College, and then transfer to a four-year school as a junior. They can complete a common core of liberal arts that will meet the lower division (freshman and sophomore) general education requirements of most bachelors degree programs at Colorado's public four-year schools.

PPCC is a member of the Colorado Core Transfer Consortium. This program guarantees transfer of specified core courses completed with a grade "C" or better to all public colleges and universities in Colorado (except School of Mines). Students can take the core courses as part of a two-year degree program for an Associate of Arts, Associate of Science, or Associate of General Studies degree.

Career and Technical Education Programs

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

Pikes Peak Community College Locations

To make a college education accessible and convenient to everyone, Pikes Peak Community College has twelve locations throughout the Pikes Peak region, including three full-service campuses. Pikes Peak Community College serves the residents of El Paso, Teller, and Elbert Counties; military bases; other areas for special programs; and Limon. Our locations include the Centennial Campus, the Downtown Studio Campus, and Rampart Range Campus. Other sites include Corporate, Workforce, & Economic Development (CWED) at Commerce Center; Corporate, Workforce, & Economic Development (CWED)-Downtown; Fort Carson; Fountain-Fort Carson Center; Peterson Air Force Base; U.S. Air Force Academy; and the Woodland Park Center.

Come See Us

We welcome visitors to Pikes Peak Community College, and we'll be happy to show you, our prospective students, around. To arrange for a tour of any of our locations, call the Admissions Office on the Centennial Campus at 540-7113 or (800) 456-6847, extension 7113.

Use of College Facilities

Outside groups wanting to use a college facility should contact the Campus Director for Centennial Campus at 540-7290. Facilities used by college groups are scheduled on a space-available basis at no charge unless special security or maintenance service is required.

CENTENNIAL CAMPUS

5675 South Academy Boulevard
Colorado Springs, CO 80906
(719) 576-7711, (800) 456-6847, TTY (719) 540-7131

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

The Centennial Campus provides a library, theatre, lecture halls, multimedia center, videoconference center, writing center, computer labs, language and culture lab, child development center, meeting and conference rooms, distance learning classroom, science, career and technical laboratories. Sports and recreation facilities include a gymnasium, fitness center, sand volleyball court, tennis courts, soccer field, and running track. The Student Center houses the Student Life Office, Student Government, a meeting room, a student lounge, game area, pool tables, vending machines, and bookstore.

Ample free parking is available to students, employees and visitors in lots B, C, D and E. Handicapped parking is reserved near most building entrances, including special spaces for wheelchair access. Parking Lot A has parking meters for people on short-term business at the college. Public bus service comes to the Centennial Campus from all parts of the city. The Centennial Campus is fully accessible to persons with disabilities, including those with wheelchairs. Special assistance is available through the Center for Students with Disabilities, or by calling 540-7128.

THE DOWNTOWN STUDIO CAMPUS

100 West Pikes Peak Avenue
Colorado Springs, CO 80903
(719) 527-6000

The Downtown Studio Campus of PPCC has a convenient, central location in the heart of downtown Colorado Springs. It is located just minutes away from Bijou Exit 142 off I-25. The Downtown Studio Campus is a full-service facility, providing admissions, advising, registration, testing, tutoring, and other functions for students.

The Downtown Studio Campus offers courses leading to Associate of Arts, Associate of Science, and Associate of General Studies degrees. The English Language Institute, the Legal Assistant Program, and the Arts Academy make their home at the Downtown Studio Campus. Courses and workshops are conveniently scheduled from 8 a.m. to 10 p.m. Monday through Friday and from 9 a.m. to 2 p.m. on Saturday.

The Downtown Studio Campus includes art and dance studios, an art gallery and performance area, a foreign language laboratory, a computer classroom, computer laboratories, a student lounge, classrooms, and faculty offices.

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

Free parking is available during class hours in the Palmer Center Garage across the street from the Downtown Studio Campus beneath the Antlers Doubletree Hotel. Parking is also available at metered spaces on the street.

RAMPART RANGE CAMPUS

11195 Highway 83
Colorado Springs, CO 80921
(719) 538-5000

The newest location of Pikes Peak Community College, Rampart Range Campus, is conveniently located in northern Colorado Springs.

Students can earn an associate degree at the Rampart Range Campus in business, health, mathematics, sciences, communications, humanities, and social and behavioral sciences program areas. They may also take courses according to specific needs.

The Rampart Range Campus offers the latest in advanced learning technology. "Smart classrooms" are equipped with student and faculty computers, multimedia presentation capabilities, VCRs, computerized projection units, and digitized white boards. An intercampus video network is provided for distribution of video media. Computerized lab equipment, a CD ROM library, and a fiber optic network are part of the instructional technology offered at the new campus.

A full array of support services and programs is available to students including an admissions center, advising center, bookstore, career counseling, cashier/financial services, center for student disabilities, financial aid/veterans affairs, food services, learning resources center (library), placement testing, records, student government, and student life and activities.

Free parking is available in conveniently located parking lots. The Rampart Range Campus is fully accessible to persons with disabilities, including those with wheelchairs.

CORPORATE, WORKFORCE, & ECONOMIC DEVELOPMENT (CWED)

CWED at Commerce Center
7222 Commerce Center Drive, Suite 103
Colorado Springs, CO 80919
(719) 540-2400

CWED Downtown Center
100 West Pikes Peak Avenue, Suite 200
Colorado Springs, CO 80903
(719) 527-6060

The two locations of Corporate, Workforce, & Economic Development provide convenient services to local business and industry. The comprehensive business facilities include classrooms, computer laboratories, meeting rooms, conference rooms, training rooms, board rooms, teleconferencing rooms, and a telephone skills lab. Rooms and professional training facilities are available to outside groups for a rental fee.

Many exceptional corporate consulting and workforce training services are offered at both locations, including customized educational program development and delivery; workforce assessment and needs analysis; curriculum development and instructional design; management consultation; and technical, human, workplace - essential, and computer skills training.

WOODLAND PARK CENTER

Woodland Park High School
221 North Baldwin
Woodland Park, CO 80863
(719) 540-7770

The Woodland Park Center serves residents of the city of Woodland Park, surrounding locations in Teller County, and Ute Pass. Classes are offered in the evening in a wide array of college transfer areas and occupational programs.

MILITARY SITES

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

Fort Carson Education Center
Building 1117, Room 118
Corner of Specker and Ellis
Fort Carson, CO 80913
(719) 576-7212

Peterson Air Force Base
Education Center
301 West Stewart, Building 1141, Room 112
PAFB, CO 80914
(719) 574-1169

U.S. Air Force Academy
Education Services Center
Lower Level - Community Center
5136 Red Tail Drive
USAFA, CO 80840
(719) 472-1583

Pikes Peak Community College also offers courses for service members through agreements with the Army, the Air Force, and the National Guard at the following locations: Little Rock Air Force Base, Arkansas, and Fort Sill, Oklahoma.

Official College Calendar

Summer 2000

Standard Session (10 weeks)

April	17	M	Registration
May	29	M	Closed – Holiday (Phone Registration Only)
May	30	T	Classes Begin
May	30-31	TW	Late Registration
July	4	T	Closed – Holiday
August	5	S	Classes End

Bisemesters (5 weeks each)

May	30	T	Classes Begin
July	1	S	Classes End
July	3	M	Classes Begin
August	5	S	Classes End

Fall 2000

Standard Session (15 weeks + optional make-up/finals)

April	17	M	Registration Begins
May	29	M	Closed – Holiday (Phone Registration Only)
July	4	T	Closed – Holiday (Phone Registration Only)
August	21	M	Classes Begin
August	21-22	MT	Late Registration
September	4	M	Closed – Holiday
September	5	T	Open – No Classes
November	22	W	Open – No Classes
November	23	R	Closed – Holiday
November	24-25	FS	Open – No Classes
December	9	S	Classes End
December	25-January 1		Closed – Holidays

Bisemesters (7 1/2 weeks each)

August	21	M	Classes Begin
October	14	S	Classes End
October	16	M	Classes Begin
December	9	S	Classes End

Trisemesters (5 weeks each)

August	21	M	Classes Begin
September	26	T	Classes End
September	27	W	Classes Begin
October	31	T	Classes End
November	1	W	Classes Begin
December	9	S	Classes End

Spring 2001

Standard Session (15 weeks + optional make-up/finals)

November	6	M	Registration Begins
December	25-January 1		Closed – Holiday (Phone Registration Only)
January	1	M	Closed – Holiday
January	15	M	Classes Begin
January	15-16	MT	Late Registration
March	26-31	M-S	Open – No Classes (SPRING BREAK)
May	5	S	Classes End
May	11	F	Graduation

Bisemesters (7 1/2 weeks each)

January	15	M	Classes Begin
March	7	W	Classes End
March	8	R	Classes Begin
May	5	S	Classes End

Trisemesters (5 weeks each)

January	15	M	Classes Begin
February	17	S	Classes End
February	19	M	Classes Begin
March	31	S	Classes End
April	2	M	Classes Begin
May	5	S	Classes End

Summer 2001

Standard Session (10 weeks)

May	29	T	Classes Begin
July	4	W	Closed – Holiday
August	4	S	Classes End

M = Monday T = Tuesday W = Wednesday R = Thursday F = Friday S = Saturday



Access Pikes Peak Community College
Information 24 hours a day
on 11 News CityLine

630-1111

enter category

PPCC (7722)

Access any one of the first nine numbers
below weekdays between
8 a.m. and 5 p.m.
and you can be directly connected to
a person who can answer questions
about Pikes Peak Community College.

After you hear the message
just press 1 at the prompt
and the phone will ring.

- 1** Admissions
- 2** Registration
- 3** Tuition
- 4** Financial Aid
- 5** Assessment (Testing)
- 6** Transcripts
- 7** Veterans Benefits
- 8** ADA Accommodations
- 9** Hot New Careers
- 10** Arts/Theater/Campus Activities
- 11** Campus Closure Information*

* In Pueblo, call 11 News CityLine for campus closure information, 545-1111 enter category 7722.



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ADMISSION

How to Apply

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

Prospective students who are at least 16 years old and have a high school diploma, a GED (General Equivalency Diploma), or a college degree will, in most cases, be automatically admitted to PPCC.

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

Class Schedule

Our class schedule is published every semester. It lists the time, place and instructor for each course. Fall and spring semesters are 15 weeks long, plus optional finals week. The summer term compresses the mandated contact hours, usually into a 10-week block.

To provide more flexibility, we offer some classes for 5-week, 7 1/2-week, or other scheduling options. Open-entry open-exit (students enter and complete the course at their own pace) and distance learning (Internet, interactive television or telecourse) opportunities offer even greater flexibility.

Class schedule information may change without notice. A list of new courses and changes is available from the Admissions Office or the Advising Centers.

New Students

The first step is to submit an Application for Admission form. An application is available on page 15 of this catalog. Students should apply early to get the best possible start in college.

Readmit Students

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

Transfer Students

To transfer credits from another college, students must request that an official transcript be sent to the Records Office at PPCC from their prior institution. Request forms are available from the Records Offices and the Downtown Studio Campus front desk. (See Academic Policies, page 18.)

International Students

We welcome international students to Pikes Peak Community College. Students from other cultures enrich learning and campus life for everyone. Foreign students with current visas may enroll at PPCC and will pay out-of-state tuition.

If they do not have permanent resident status, they must

- prove they can pay financial obligations for at least a year
- provide records of their level of education

- show proficiency in English by submitting a TOEFL score (minimum score 450 on the paper test or 133 on the computer test) or Michigan Test score (minimum score 60%). International students may be asked to take the English Language Institute placement exam to assist advisors in helping them enroll in the appropriate PPCC classes. If needed, students can enroll in English Language Institute (ELI) classes to improve English proficiency before beginning a program of study at PPCC. Please contact the ELI office at 527-6022 for further information or to make an appointment for the ELI placement exam.

Assessment/Placement Testing

All new students are required to participate in the assessment process. For most students, this consists of entry-level placement tests in English, reading, math and study skills. The results have no effect on their acceptance to Pikes Peak Community College but will indicate the initial level of academic coursework appropriate for them.

Students with previous college course work, satisfactory ACT, or SAT scores, or appropriate high school work may not need to take some portions of the test.

The English Language Institute

Downtown Studio, room 216, 527-6022

All new students entering the English Language Institute must take a placement test. This test will place new students into one of three levels: basic, intermediate, or advanced. A placement test schedule is announced prior to each semester. The test may be taken once, and no appointment is necessary.

Advising

Advising is required for new students in degree or certificate programs and is recommended for continuing students with majors. Advising Centers are located at the Centennial Campus; the Downtown Studio Campus; and the Rampart Range Campus. The following services are provided at the centers:

- explanation of basic skills assessment results and assistance in selecting courses to alleviate academic deficiencies
- help in selecting and registering for courses
- evaluation of courses for graduation
- help in adding or dropping courses
- information on course sequence and prerequisites
- referral of students for assistance in choosing a major or program of study
- assignment of a program advisor
- specific program planning for students who intend to transfer to four-year colleges and universities

Registration

After meeting with an advisor and selecting a schedule of classes, the next step is to register. Students may register by using the telephone registration system or in person at the Centennial Campus, the Downtown Studio Campus, or the Rampart Range Campus. PPCC will soon have the capabilities to allow students to register via our website. The registration period begins several months before the start of each new semester. Late registration takes place during the first two days of the new semester, but open classes are very limited at this time. The class schedule published each semester includes details about how to register. The schedule also explains how to add, drop, or change classes once enrolled.

Physical Examinations

A physical examination may be required to enroll in courses with special physical requirements. This policy is designed to protect student health and the quality of education at the college.

Tuition and Fees

Tuition

For tuition purposes, students are considered either in-state or out-of-state when they enroll. This practice is governed by Colorado statute. To be entitled to in-state tuition, students must live in Colorado and fulfill specific citizen responsibilities for one full calendar year before they register. Contact the Admissions Office for more information.

Seniors. In-state residents age 60 or over may be eligible for tuition financial assistance. Visit the Financial Aid Office for details.

Active Duty Military. Military personnel on active duty who are stationed in Colorado may qualify for in-state tuition. Military dependents may also qualify. See the Education Services Office on your base for details.

Olympic Athletes. Olympic athletes may pay in-state tuition. Your status must be verified by the U. S. Olympic Training Center.

Tuition and Fees (2000-01)*

In-state (resident) tuition

\$ 56.30 per credit hour

Out-of-state (nonresident) tuition

\$ 266.80 per credit hour

Student fees

\$ 34.15 per term for 3 or fewer credit hours

\$ 59.60 per term for 4 or more credit hours

Other fees

\$ 9.00 registration fee per term for all students
(included above)

\$ 10.50 promissory note fee per each note

*Tuition and fees are subject to change by the State Legislature and Governing Board. Tuition and fees at off-campus locations may vary according to operational costs. Some courses have extra fees ranging from \$4.75 to \$200.00 per course while some courses also charge a higher tuition rate. See the class schedule for more information.

Student Activity Fees

These fees support school activities, concerts, recreation, theater productions, clubs and organizations, and special events for students. The fees also support Student Government and the Student Center.

Part of the student activity fee is used to provide and maintain parking areas. A service decal is available for vehicles at the Public Safety Office.

Upon first enrolling at PPCC, students must get a student ID card from the Student Life Office. Their cards will then be stamped for each successive term. Students must have a valid ID to use the Learning Resources Center (library) and computer labs, to attend student activities, and to verify current student status.

Residency Classification Appeals

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

To challenge the ruling on a petition, students may appeal to the Tuition Classification Review Committee. Ask the Admissions Office for details.

Refunds/Adjustments

To receive a tuition refund or adjustment, students must drop the class by the deadline listed in the class schedule. No refunds or adjustments will be made after that date except in rare cases. To find out how to appeal, stop by the Records Offices or the Downtown Studio Campus front desk. Appeals for past school years cannot be considered. Contract programs may have different refund procedures.

Books

The bookstores at the Centennial Campus and Rampart Range Campus stock all books and supplies needed for the courses offered. A wide variety of other school supplies and PPCC insignia items are available. Textbooks are also sold at the Downtown Studio Campus, the Fountain-Fort Carson Center, and the Woodland Park Center during the first two days of each semester for classes offered at those locations. Check for times in the class schedule.

The bookstores will buy back used textbooks at the beginning and end of each semester. Look for dates posted around the college or call 540-7571.

Financial Aid

Several financial resources are available to assist students. If cost is standing in the way of your college education, contact the Financial Aid Office. We will show you how to find out if you qualify for assistance and help you fill out the application forms.

Applying

Students should turn in a completed financial aid application to the Financial Aid Office. Applications are available January 3 and are considered on a "first-come, first-served" basis.

To learn more about financial aid programs, how aid is given out, student rights and responsibilities, college costs, and policies and procedures, contact the Financial Aid Office.

HOPE Tax Credit

The HOPE Tax Credit, a feature in the federal Tax Relief Act of 1997, helps students save on tuition and fees. It may be available to students during their first two years at Pikes Peak Community College.

HOPE allows a federal tax credit for 100% of the first \$1,000 of tuition and fees and 50% of the second \$1,000 for each qualified student. The tax credit is available to taxpayers who are students, parents of students, or spouses of students.

Students must be enrolled at least half time in a degree program or other program leading to a recognized education credential. To qualify for the HOPE Tax Credit, single students are eligible if their annual income is less than \$50,000. Married students who file joint tax returns must make less than \$100,000 annually.

For more information, contact the following organizations:

Internal Revenue Service

1-800-829-1040

U.S. Department of Education

www.ed.gov/budget/97918tax.html

American Association of Community Colleges

www.aacc.nche.edu

Pikes Peak Community College

540-7089/www.ppcc.ccco.es.edu

Programs

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

Scholarships

- Colorado Undergraduate Merit Scholarships
- Private Donor Scholarships
- PPCC Foundation Scholarships
- Colorado Governors Opportunity Scholarships

Grants

- Colorado State Grants
- Colorado Leveraging Educational Assistance Partnerships Grants
- Federal Pell Grants
- Federal Supplemental Educational Opportunity Grants
- Colorado Diversity Grants

Loans

- Federal Stafford Student Loans
- Federal Parent Loans (PLUS)

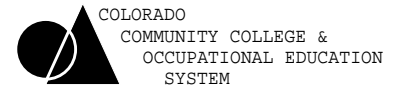
Employment Opportunities

- Federal College Work-Study Employment
- Colorado Work-Study Employment



Pikes Peak Community College
 5675 South Academy Boulevard
 Colorado Springs, CO 80906-5498
 (719) 540-7112 • 1-800-456-6847

Application for Admission



Responses to items marked by an asterisk () are voluntary, and will be kept confidential. They will not be used as a factor in acceptance to the College, they are for record keeping purposes only.

INSTRUCTIONS - Please complete all sections of this application using **BLACK INK**.

PLEASE INDICATE THE YEAR AND TERM YOU WISH TO ENROLL 20 SUMMER FALL SPRING

PLEASE PRINT LEGIBLY

- -
 STUDENT ID/*SOCIAL SECURITY NUMBER

MR. MS. OR LIST OTHER _____

BIRTHDATE: - -
 MO. DAY YEAR

GENDER: (M) MALE (F) FEMALE

LAST NAME FIRST NAME MIDDLE NAME

***Marital Status:** (S) Single (M) Married/ Separated
***Current Employment Status:** (F) Full time (30+ hrs/week) (P) Part time (1-29 hrs/week) (U) Currently Not Employed
***Ethnic Origin:** (I) American Indian or Alaskan Native (O) Asian or Pacific Islander (H) Hispanic (B) Black Non-Hispanic (W) White Non-Hispanic

Are you a U.S. Citizen? Yes No
 If NO, Country of Citizenship: _____ Visa Type: _____

PREVIOUS NAME:

***Veteran/Military Service**
 (0) None
 (1) Veteran or Dependent Eligible for VA Educational Benefits
 (2) Veteran Not Eligible for VA Educational Benefits
 (3) Active Duty Veteran
 (4) Active Duty Military

Office Use Only

VISA

RESIDENCY

LOCAL COUNTY

LOCAL ADDRESS COUNTY OF LOCAL ADDRESS

CITY STATE ZIP CODE COUNTRY (AREA) RESIDENCE PHONE NUMBER

PERMANENT ADDRESS (IF DIFFERENT FROM ABOVE) E-MAIL ADDRESS

CITY STATE ZIP CODE COUNTRY (AREA) RESIDENCE PHONE NUMBER

STUDENT GOALS

While at this institution, do you intend to:
 (1) Earn an academic degree (AA/AS/AGS)
 (2) Earn a vocational - technical degree (AAS)
 (3) Earn a vocational - technical certificate
 (4) None of the above

Do you plan to transfer to another institution?
 (1) Yes, to a 4 year school **after** graduation
 (2) Yes, to a 4 year school **before** graduation
 (3) Yes, to a 2 year school **after** graduation
 (4) Yes, to a 2 year school **before** graduation
 (5) No, I do not plan to transfer

Are you enrolling at this college for job or career reasons?
 (Y) Yes (N) No

Program/Major area of study:

Please indicate planned length of study at this institution:
 (1) Semester (3) 2 years
 (2) 1 year (4) More than 2 years

ENROLLMENT DATA

Which best describes your current status?
 (RA) Re-entering former student at this institution
Transfer, attended another college
 (TR) will transfer credit in
 (TN) will not transfer credit in
 (NE) New Student, first college attended

Which best describes the level of education you have completed? (choose one)
 (LT) Less than High School
 (HS) High School Graduate/GED
 (CE) Certificate
 (AD) Associate Degree
 (BD) Bachelor's Degree
 (PD) Professional Degree (MD, JD, MBA, Ed.S)
 (DD) Doctorate (EdD, PhD)

* The college provides services for students with disabilities (physical disability, chronic health problem or learning disability). Would you like to receive information about these services? Yes No

* Do you consider yourself economically disadvantaged? Yes No

* Do you consider yourself academically disadvantaged? Yes No

* Would you learn better using a language other than English? Yes No
 Language _____

Have your parents earned a baccalaureate (4-year) degree?
 (M) Mother (F) Father (B) Both (N) Neither

Name of Last High School Attended _____
 City _____ State _____

Name of Last College Attended _____
 City _____ State _____

Type of Secondary Diploma
 (Y) High School Diploma, year received 19/20
 (G) G.E.D. - year received 19/20
 (C) Currently enrolled in High School
 Expected Graduation Date 19/20
 (N) Non-Graduate

Office Use Only

COLLEGE CLASS DEGREE MAJOR MINOR SPEC HIGH SCHOOL CODE COLLEGE CODE

SELECTIVE SERVICE STATEMENT

Information on Selective Service registration status must be provided in order to comply with Colorado state law. Individuals providing false information are subject to penalty of law.

Are you required to be registered with the Selective Service? Yes No

If Yes, are you registered? Yes No

TUITION CLASSIFICATION: (Has no effect on admission to the college)

COMPLETE FOR COLORADO RESIDENCY CLASSIFICATION

Please answer the following questions carefully. If appropriate, indicate "none" or "not applicable." You may write explanatory notes on this form and/or attach additional sheets as necessary. Use the word "present" for month/year if the date extends to the time you are completing this application. Failure to answer a question may result in your being misclassified. Please contact the Office of Admissions and Counseling if you need assistance.

--	--

 CURRENT AGE

YOU

and

**YOUR PARENT or
LEGAL GUARDIAN
(if you are under 23)**

Dates of continuous physical presence in Colorado

			to			
mo	day	yr		mo	day	yr

			to			
mo	day	yr		mo	day	yr

List the last two years Colorado income taxes have been filed

	and	
yr		yr

	and	
yr		yr

List the last two years of employment or source of income.

	State		to		
Employer		mo		yr	yr

	State		to		
Employer		mo		yr	yr

	State		to		
Employer		mo		yr	yr

	State		to		
Employer		mo		yr	yr

Date current Colorado Driver's License or Colorado I.D. was issued

	and	
mo		yr

	and	
mo		yr

List the last two years of Colorado Motor Vehicle Registration

	and		and		
mo		yr		mo	yr

	and		and		
mo		yr		mo	yr

Dates of extended absences from Colorado during the last two years

	to		
mo		yr	yr

	to		
mo		yr	yr

Date of Colorado Voter Registration

	and	
mo		yr

	and	
mo		yr

* Date of marriage (answer this question only if you will be under the age of 23 by the initial enrollment date)

	and	
mo		yr

* Response to these items is voluntary, and will be kept confidential. Marital status may be relevant to determine whether you are entitled to be declared a Colorado resident for tuition purposes.

Are you on active duty military or a dependent of an active duty military and assigned to a Permanent Change of Station in Colorado?

Yes No If Yes, contact your Military Base Education Office.

All items are subject to change without notice.

STUDENTS WHO CLAIM A CHANGE IN TUITION CLASSIFICATION OR EMANCIPATION MUST FILE A PETITION FOR RESIDENCY PRIOR TO REGISTRATION.

I hereby certify that, to the best of my knowledge, the information furnished in this application is true and complete without intent of evasion or misrepresentation. I understand the above information is submitted under penalty of perjury and false or misrepresented data is sufficient cause for rejection or dismissal.

Student Signature _____

AND Parent or Legal Guardian Signature if applicant is under 18 _____

Date _____

Collegiate institutions using this application form do not discriminate on the basis of race, color, national origin, sex, age, or disability in admission or access to, or treatment or employment in its educational programs or activities. Inquiries concerning Title VI, Title IX, and Section 504 may be referred to the affirmative action officer of the institution to which you are applying.

THANK YOU FOR YOUR INTEREST IN OUR COLLEGE



Book of Dreams

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POLICIES

Academic Standards

Students are expected to attend all classes, laboratories, and shops as scheduled unless there is a compelling reason to be absent. Instructors may withdraw students from a course when a pattern of absences leads to unsatisfactory performance or progress. Instructors may also withdraw students from a course when they are not sufficiently prepared for the subject content, persistently neglect class preparation or assignments, or are unable to make satisfactory academic progress.

Courses are taught using stated objectives, and students are required to attain a specified minimum standard to receive credit for the course.

Maximum Course Load

A course load, determined by the student and the advisor, may not exceed 20 credit hours per term without the approval of the instructional division dean. Certain career and technical programs approved by the State Board for Community Colleges and Occupational Education may require students to take up to 24 credit hours per term. For such programs, students will be allowed to take all necessary courses. In no case may a course load exceed 24 credit hours per term except by written approval of the Vice President for Educational Services at or before the time of registration.

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

Change of Major

To change a declared major, students must see staff in the Records offices or the Advising Centers. Transfers place students under the academic and curriculum requirements of the new program as published in the current college catalog.

Credit by Examination

Students may take a comprehensive examination for credit if they are enrolled in the course and have the approval of the instructor. If students pass the examination with a grade of C or higher, no further class attendance is required. Students receiving a grade of D, F, or U must attend the remaining classes and attain the specified standards to receive credit in the course. Students may attempt a test-out only once per course each term.

Transfer to PPCC

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

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

Grading System

Grades are given for each credit course and are recorded on your permanent record. After each academic term, students will receive a grade report which indicates the courses attempted, grades, grade point average (GPA) for that term, and cumulative GPA. Grades used at PPCC are as follows:

Quality	Grade	Points	Interpretation
A	4		Distinguished Grade for Superior Work: maximum proficiency in course objectives as set by the faculty and the division.
B	3		Better than Acceptable: above-standard proficiency in course objectives as set by the faculty and the division.
C	2		Acceptable: standard proficiency in course objectives as set by the faculty and the division.
D	1		Less than Acceptable - Passing: poor but passes the course objectives as set by the faculty and the division.
F	0		Failing: not demonstrating an adequate level of achievement of course objectives.
U	0		Unsatisfactory: not satisfactorily achieving the course objectives and/or not officially withdrawing from the course. No credit assigned but computed in the GPA.
S	None		Satisfactory: credit assigned but not computed in the GPA.
I	None		Incomplete: temporary grade granted at the discretion of the instructor for an emergency situation. Students must have substantially met the requirements of the course (75 percent of course requirements are completed, the remainder to be finished by a designated date) and must provide verifiable, justifiable reasons why the course cannot be completed. Course work must be completed by the date indicated on the Incomplete Grade Form or no later than the end of the next full 15-week semester. If not completed by this time, the "Incomplete" grade will automatically be changed to an "Unsatisfactory" grade. Students should arrange the terms of the "Incomplete" before the end of the semester with the faculty member who will outline the work to be done and determine the method of evaluation.
W	None		Official withdrawal: no credit assigned and not computed in the GPA. Official withdrawals are permitted through 80% of the term only.
Z	None		A temporarily assigned code when the grade is not available at the time of grade processing
AU	None		Audit: no credit assigned and not computed in the GPA.
IP	None		In Progress: credit will be assigned and computed in GPA upon completion. (For example: Fitness Center courses.)

Grading Options

Satisfactory/Unsatisfactory: students may request to take up to six credit hours each term on a Satisfactory/Unsatisfactory (S/U) grading basis. They may take a maximum of 15 credit hours under this grading option while enrolled at PPCC. (Credit hours earned in a course where S/U is the only grading standard count toward this 15-hour maximum.) Students must have prior approval by the appropriate division dean for each course unless the course is only offered with the S/U option. This option must be requested at the time of registration. After the drop/add period, this option may not be changed except by written recommendation from the appropriate division dean and approval by the Vice President for Educational Services. Courses taken under the S/U option do not always transfer to other institutions. A Satisfactory grade earned under this option does not affect the Grade Point Average (GPA) but increases the total number of credit hours passed. However, an Unsatisfactory grade earned under this option does affect the GPA as well as increases the total number of credit hours attempted.

Audit: students may register to audit any course by indicating this option on the registration form at the time of enrollment. The regular tuition rate applies. After the drop/add period, students may not change their registration from credit to audit, nor from audit to credit, except by written recommendation from the appropriate division dean and approval by the Vice President for Educational Services. Audit grades do not transfer and are not computed in the GPA.

Grade Changes

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

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

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

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

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

Review by the Vice President for Educational Services or the appointed assistants to the Vice President. If no resolution or satisfactory explanation is reached, then:

Appeal to the Academic Peer Review Committee for review and final resolution.

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

Repeated Courses

When students receive a grade of A, B, C, or S in a course, they are not normally permitted to retake the course to raise the grade. If students receive a grade of D, F, or U in a course, they are permitted to retake the course once to raise the grade. An exception may be granted to retake the course more than once if a petition is filed and approval received from the Vice President for Educational Services.

If a course is repeated to raise the grade, the highest grade earned is calculated in the GPA. However, all grades earned will be reflected on the transcript. A course may be used only once to meet graduation requirements for any degree or program.

Academic Probation/Suspension/Dismissal

Students must maintain at least a 2.00 cumulative grade point average (GPA), or they will automatically be placed on probation for the next term.

During the probationary term, students must average a C grade (2.00 GPA) or better, or they will automatically be suspended for one term. If placed on probation, a student must make an appointment with an advisor as soon as possible. The advisor will explain the meaning of probation and recommend beneficial actions. As soon as the recommended activities are completed, students should take proof of completion to their respective advisors.

When readmitted following academic suspension, students must earn a GPA of at least 2.00 for the term or be automatically dismissed from Pikes Peak Community College for one calendar year (12 months).

After academic dismissal, students must petition to return to the college. The petition must be approved by the Academic Standards Committee, which may impose conditions to assure progress and program completion. If reinstated, students must earn a GPA of at least 2.00 for the term. If the committee rejects the petition, students may appeal to the Vice President for Educational Services.

Academic Fresh Start

The Academic Fresh Start policy allows former PPCC students to apply to establish a new academic record. An Academic Fresh Start may be granted only once. If approved by the Academic Standards Committee, the Academic Fresh Start will be recorded as a permanent change to a student's Pikes Peak Community College academic record.

An Academic Fresh Start may be granted

- only once
- only after three years have elapsed since attending PPCC
- only if, during previous attendance at PPCC, 30 or fewer credit hours were earned with a cumulative grade point average (GPA) of less than 2.00

After readmission, students must successfully complete the semester with a GPA of 2.00 or better. Otherwise, the Academic Fresh Start will be rescinded.

For more information or an application for an Academic Fresh Start, contact the Records Office.

Honor Rolls

Each semester we give special recognition to students who demonstrate outstanding academic achievement. Students who complete at least 12 credits and earn between a 3.75 and 3.99 GPA are automatically included on the College Honor Roll. Students who complete at least 12 credits and earn a 4.0 GPA are automatically included on the President's Honor Roll. The honors received are listed on the transcript for the semester in which they were earned.

Application for Certificate or Degree

To receive a certificate or degree, students must file an application for graduation with the Records Office no later than the fourth week of the term (second week for the summer term) in which they plan to graduate. Students completing certificate or degree requirements in the summer term who want to participate in graduation ceremonies in the previous spring term must file a graduation application by the fourth week of the spring term.

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

Accountability and Assessment

PPCC has an Accountability and Assessment Plan based on legislation enacted by the Colorado General Assembly (C.R.S. 23-13-101). The plan seeks to assess student outcomes, analyze the data, and use the findings to improve instruction and the overall college experience. Each division of the college has designed a self-evaluation program that measures its desired student outcomes.

Accountability and assessment activities are formally documented in an annual report to the state governing board. Copies are available for review in the Learning Resources Center on the Centennial Campus.

Student Conduct

Student Discipline

Basis:

Students are expected to adhere to the student code of conduct and policies and procedures of the college and if a student is charged with violating his/her college's code, he/she is entitled to have these procedures followed in the consideration of the charge.

Definitions:

Standards of Conduct: A document developed and published by the college which defines prescribed conduct of students.

Impartial Decision Maker: The individual/committee designated by the college president to hear student disciplinary appeals.

Chief Student Services Officer: The individual designated by the College President to administer student affairs and be responsible for administering the college's student conduct code and this procedure.

Notice: Notices which are required to be given by this procedure shall be considered served upon the student when given by personal delivery or mailed by certified mail to the address the student has filed with the college's admissions and records office. If notice is mailed, student shall be given three (3) additional days to respond.

Sanctions: One or more of the following may be given when there is a finding that a student has violated the college's code of conduct.

Warning: A notice served upon the student advising him/her that he/she is violating or has violated college regulations.

Probation: After a finding of violation of the code of conduct, restriction of student's privileges for a designated period of time, including the probability of more severe disciplinary sanctions if the student is found to be violating any college regulations during the probationary period.

Other disciplinary sanctions: fines; restitution; denial of privileges; assignment to perform services for the benefit of the college or community; or other sanction that doesn't involve the student being denied the right of attending classes.

College suspension or expulsion: An involuntary separation of the student from the college for misconduct apart from academic performance for a specified period of time not to exceed one/two academic terms. Suspension differs from expulsion in that after the stated time period, the student is eligible for re-admission. Expulsion is a separation for more than two academic terms; student is not eligible for re-admission unless at the end of the separation, he/she can prove that the behavior that resulted in the expulsion has been resolved. Students may be suspended from a class, use of a college facility, or an activity if their conduct is determined to be in violation of the code. Suspension is subject to an appeal only to the Chief Student Services Officer to ensure that the action was taken pursuant to college policies. Students may be suspended from one class period by the responsible faculty member; longer suspensions, however, can be issued only in accordance with college procedures.

Summary Suspension: An immediate action taken by the Chief Student Services Officer to ensure the safety and well-being of members of the college community or preservation of college property; to ensure the student's own physical or emotional safety and well-being; or to ensure the prevention of a definite threat of disruption or interference with the normal operations of the college. In such event, the hearing before the Impartial Decision Maker (if requested by the student) shall occur as soon as possible following the suspension.

Day: Refers to working day unless otherwise noted below.

Standards of Conduct

Specific misconduct which may subject a student to disciplinary action includes the following:

- ◆ dishonesty in the classroom or laboratory, such as cheating, plagiarism, or knowingly furnishing false information to the college.
- ◆ forgery, alteration, or misuse of college documents, records, identification, educational materials, or college property
- ◆ obstruction or disruption of teaching, research, administration, disciplinary procedures, or other authorized activities on college premises

- ◆ the threat to, or physical abuse of any person on college-owned or controlled property or at college-sponsored or supervised functions or conduct which threatens or endangers the welfare or safety of any such person
- ◆ theft of or damage to property on the college premises or at authorized college functions (See Section E-708.7)
- ◆ unauthorized entry to or occupation of college facilities
- ◆ use of, being under the influence of, possession of, or distribution of alcohol or illegal or dangerous drugs on campus or at a college-sponsored function, except as expressly permitted by law and college regulations (See Section 711-5f.)
- ◆ disorderly conduct, breach of the peace, lewd, indecent, or obscene conduct, gambling, aiding or inciting another to breach the peace, or infringement upon the rights of others either on college-owned property or at college-sponsored or supervised functions
- ◆ failure to comply with the verbal or written directions of college employees acting in the performance of their duties
- ◆ possession or use of firearms, explosives, dangerous chemicals or other weapons on campus or at college-sponsored activities except as permitted by law and college regulations
- ◆ aiding or encouraging others in committing or inciting others to commit any act of misconduct set forth in any of the above
- ◆ violation of college rules regarding the operation and parking of motorized vehicles on college property
- ◆ Unacceptable uses of any college-owned computing equipment and/or network, including, but not limited to knowingly spreading computer viruses; sending harassing, intimidating and/or threatening messages; re-posting personal communications without the author's consent; copying protected material in violation of copyright law; using the network for financial gain, commercial activity, or illegal activity; accessing the network using another individual's account; downloading, loading or executing software without appropriate authorization; or attempting to compromise the network integrity in any other way
- ◆ conviction of any crime or the performance of any act on or off the campus which, in the opinion of the college, gives rise to a reasonable belief that the continued presence of the student on campus will endanger the health, safety and welfare of any other student or employee of the college, will substantially disrupt the legitimate functions and activities of the college, or will impinge on the rights of others

Procedures

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

Appeal

In the event of an appeal, the Chief Student Services Officer shall give written notice to the student and the Impartial Decision Maker which describes the conduct to be inquired into; the code of conduct and/or college policies or procedures which were allegedly violated; the date, time and place of the alleged violation; the sanction that is threatened; and the date, time and place of the hearing before the Impartial Decision Maker. The notice shall be given at least seven (7) days prior to the hearing unless a shorter time is agreed to by the parties.

Conduct of Hearings

The Impartial Decision Maker shall determine its own hearing procedures, keeping in mind the following guidelines:

- ◆ Student shall have the right to be heard by the Impartial Decision Maker; in the event that the student is under the age of eighteen or incapacitated, he/she may have an advisor present to assist him/her in presenting his/her case.
- ◆ Student does not have the right to be represented by an attorney during these proceedings except in the case where civil or criminal actions concerning the student are pending. In that case, the attorney's role shall be advisory only.
- ◆ Student is responsible for presenting his/her own case and, therefore, advisors are not permitted to speak or to participate directly in any hearing except as provided above.
- ◆ Student shall have the right to identify documents, witnesses and other material he/she would like the Impartial Decision Maker to review before making a final decision.
- ◆ Hearings shall be conducted in private unless all parties agree otherwise. A record of the hearing should be maintained by the Impartial Decision Maker.

Determination by Impartial Decision Maker:

The Decision Maker shall make his/her findings and determinations in a closed meeting out of the presence of the Chief Student Services Officer and the student charged. Separate findings are to be made as to the conduct of the student and on the sanction(s), if any, to be imposed. No discipline shall be imposed on the student unless the Impartial Decision Maker is persuaded by a preponderance of the evidence that the student committed the alleged conduct and that it constituted a violation of the code of conduct and/or college regulations; that the student should be sanctioned (including modifying the sanction imposed below); and that the discipline is reasonable given the violation. The student and the Chief Student Services Officer shall be given written notice of the decision. The decision shall be issued within five days of the close of the hearing, and it shall become final unless a petition for review is filed.

Petition for Review:

The Chief Student Services Officer or the student may petition the president to review the Impartial Decision Maker's decision by filing a written petition within five (5) days after notification of the decision. If a review is requested, the other party will be given three (3) days to respond to the petition, and his/her response materials will be given to the president to review before a decision on the petition is made.

President's Decision:

The president shall review the record of the case and the petition and may affirm or reverse the decision of the Impartial Decision Maker. The record shall consist of the Impartial Decision Maker's written documents, the recording of the hearing, and any written materials submitted in support of the Petition for Review. The president shall notify the Chief Student Services Officer and the student in writing of his/her decision within ten (10) days of service of the Petition for Review. The president's decision is final.

Miscellaneous

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

Student Complaints/Grievances

Reference:

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

Basis:

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

Definitions:

Grievant: enrolled student, a client, or volunteer who is providing a service to benefit the college under the supervision and control of which bans him or her from the campus.

Grievance: A grievable offense is any alleged action which violates or inequitably applies written college policies or procedures. The grievant must be personally affected by such violation or inequitable action. A grievance must be brought to the formal stage within ten (10) working days of the date the student knew or reasonably had knowledge of the action.

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

Remedy: The relief that the Grievant is requesting.

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

Non-grievable matters: The following matters are not grievable under this procedure except as noted: matters over which the college is without authority to act; grades and other academic decisions unless there is an allegation that the decision was motivated by illegal discrimination; and disciplinary actions taken pursuant to BP 4-30.

Procedures

Informal

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

Formal

Grievant files a written statement of the actions complained of and describes the remedy he/she is seeking with the Chief Student Services Officer within ten (10) working days after the occurrence of the action complained of or within ten (10) working days after the complainant reasonably should have knowledge of the action. A matter could also be referred to this process by the College president or his/her designee. Once a written grievance is filed or referred, the Chief Student Services Officer or designee will determine whether or not the situation states a grievable offense. The matter will be closed if the situation is determined not grievable, and the Grievant will be notified of the reasons.

If the matter is determined to be grievable, the Chief Student Services Officer or designee (which may be an individual or a committee) shall hear the Grievance. A hearing will be held which will give the Grievant, Respondent, and others invited to appear, and given the opportunity to explain what they know about the issues surrounding the grievance.

Considering the oral and written statements and documents, the Chief Student Services Officer or Designee shall issue a decision within ten (10) working days of close of the hearing. The decision shall be served upon the Grievant and the Respondent personally or by certified mail to the addresses on file in the Admissions Office. The decision shall reject the grievance or grant the grievance and make recommendation(s) to resolve the issue(s). The Chief Student Services Officer or designee's decision is final unless a Petition for Review is filed with the president by either party within five (5) working days of service of the decision.

Upon receipt of a Petition for Review, the college president will review the record and issue a written decision within ten (10) working days of receipt of the Petition for Review. The president's decision is final.

The Chief Student Services Officer or Designee may extend the scheduling timelines described above for good cause. If the grievance is against the Chief Student Services Officer, the Chief Academic Officer or other person designated by the president shall perform the duties of the Chief Student Services Officer.

Academic Honesty

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

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

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

Conduct in College Buildings

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

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

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

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

Restricted Attendance

Faculty may temporarily suspend students from class if student conduct is obstructive, disruptive, or unacceptable to the instructional setting. The student may return to class after the faculty member has identified the conditions to allow continued attendance. If the student returns and these conditions are violated, the appropriate dean will review the circumstances and provide a recommendation to the Vice President for Educational Services. This recommendation shall state the appropriate administrative action, which may include continued attendance or permanent dismissal from the class.

Drugs and Alcohol

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

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

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

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

Sexual Harassment

It is the policy of Pikes Peak Community College that unwelcome sexual advances, requests for sexual favors, and other verbal or physical conduct of a sexual nature constitute sexual harassment when (1) submission to such conduct is made either explicitly or implicitly a term or condition of an individual's academic status in a course, program or activity; (2) submission to or rejection of such conduct by an individual is used as the basis for academic, educational decisions affecting such individual; or (3) such conduct is sufficiently severe, persistent, or pervasive and affects individual's academic educational performance or creates an intimidating, hostile, or offensive learning environment. Sexual harassment will not be tolerated at Pikes Peak Community College. Substantiated charges will result in disciplinary action which may include expulsion.

Questions or complaints should be directed to the Director of Human Resource Services/AA/EEO/ADA, at the Centennial Campus, 540-7556.

Security Report

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

All emergencies and suspected criminal actions must be promptly reported in person or by phone to the Department of Public Safety. Public Safety officials will take whatever action is deemed necessary to protect life and property and to enforce all laws and regulations.

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

The Crime Prevention section of the Department of Public Safety offers programs to the campus community, which include crime prevention, office safety, security awareness, and rape prevention. Ongoing programs include a modified D.A.R.E. program for the Child Development Center, a Campus Crime Prevention/Reduction program, and a Substance Abuse Awareness program.

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

Report of Criminal Offenses

Centennial Campus

Offense	1997	1998	1999
Murder & Non-negligent Manslaughter	0	0	0
Negligent Manslaughter	0	0	0
Forcible Sex Offenses	0	0	0
Non-Forcible Sex Offenses	0	0	0
Robbery	0	0	0
Aggravated Assault	0	0	0
Burglary	1	0	0
Motor Vehicle Theft	2	0	0
Arson	0	0	0
Arrests for liquor, drugs or weapons violations	1	0	2

No crimes were determined to be hate related

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

The Downtown Studio Campus

Offense	1997	1998	1999
Murder & Non-negligent Manslaughter	0	0	0
Negligent Manslaughter	0	0	0
Forcible Sex Offenses	0	0	0
Non-Forcible Sex Offenses	0	0	0
Robbery	0	0	0
Aggravated Assault	0	0	0
Burglary	0	0	0
Motor Vehicle Theft	0	0	0
Arson	0	0	0
Arrests for liquor, drugs or weapons violations	0	0	0

No crimes were determined to be hate related

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

Rampart Range Campus

Offense	1997	1998	1999
Murder & Non-negligent Manslaughter	N/A	0	0
Negligent Manslaughter	N/A	0	0
Forcible Sex Offenses	N/A	0	0
Non-Forcible Sex Offenses	N/A	0	0
Robbery	N/A	0	0
Aggravated Assault	N/A	0	0
Burglary	N/A	0	0
Motor Vehicle Theft	N/A	0	0
Arson	N/A	0	0
Arrests for liquor, drugs or weapons violations	N/A	0	0

No crimes were determined to be hate related

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



COMMUNITY
COLLEGE

Book of Dreams

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SERVICES FOR STUDENTS

Advising

Advising is required for new students in degree or certificate programs and is recommended for continuing students with majors. Advising Centers are located at the Centennial Campus; at the Downtown Studio Campus; and at the Rampart Range Campus. The following services are provided at the centers:

- explanation of basic skills assessment results and assistance in selecting courses to alleviate academic deficiencies
- help in selecting and registering for courses
- evaluation of courses for graduation
- help in adding or dropping courses
- information on course sequence and prerequisites
- referral of students for assistance in choosing a major or program of study
- assignment of a program advisor
- specific program planning for students who intend to transfer to four-year colleges or universities

Career Services Center

The Career Services Center offers comprehensive services to help students make career decisions and obtain employment.

Career Planning

We can provide resources which will help students identify goals, choose a college major, and make effective career decisions. Our services are available to students and the community. They include

- career counseling (individual and group) to help with decision making and goal setting
- DISCOVER Career Guidance and Information Software System, a comprehensive planning tool which includes career inventories and information databases
- Colorado Career Information System (COSIS), a computerized database of career and labor market information with emphasis on Colorado employment trends

Job Placement and Self Marketing

Services are available to help students market themselves productively and find a job, either after they graduate or while attending school. They include

- individual and group training for job seeking skills, including resume writing and interviewing (videotaped practice interviews available)
- resume production service for current and former PPCC students
- information on the local labor market and planning a job search
- listings of job openings from area employers (current and former PPCC students)
- internet access to job banks

Pikes Peak Workforce Center

The Career Services Center is pleased to host the Pikes Peak Workforce Center, our employment services partner at the Centennial Campus. The Pikes Peak Workforce Center provides comprehensive services to assist all community members in finding employment or training opportunities. For more information, call 579-3080 or 579-3082 (www.ppwfc.org).

For more information about the Career Services Center, call 540-7144.

Child Development Center

The Child Development Center on the Centennial Campus has a licensed daytime educational program for children ages one through five. Evening child care is available for children ages one through twelve. Activities include language arts, music, math, science, computers, and art.

The center is nationally accredited by the National Association for the Education of Young Children. It is staffed by certified early childhood teachers and student staff teacher assistants. The center is a practicum site for students in the Early Childhood Professions Program, the Area Vocational Program, and the Beth El School of Nursing.

Children of Pikes Peak Community College students, staff, faculty, and the public may enroll in the Child Development Center. Hours of operation are Monday through Thursday, 7:15 a.m. to 10:15 p.m., and Friday, 7:15 a.m. to 5:00 p.m. The center is open when college classes are in session. Advance registration is required. Call 540-7215 for more information.

Center for Students with Disabilities

The Center for Students with Disabilities (CSD) provides support services and opportunities for individuals who, because of a disabling condition, are not able to succeed through usual approaches to education. A student whose disability falls into one of the following categories is eligible for the services provided by the center: hearing, visual, speech, or orthopedic impairments; learning disabilities; mental or emotional disabilities; other health impairments or multiple disabilities. The CSD is located at the Centennial Campus and the Rampart Range Campus. Please call 540-7128 to schedule an appointment.

Computer Access Center

The Computer Access Center is located at the Centennial Campus. The center uses adaptive technology such as voice synthesizers, screen magnifiers, voice recognition, and other input/output modifications.

Learning Disabilities Support Services

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

For more information about the Center for Students with Disabilities, call 540-7128 (TTY 540-7131).

Ethnic Student Enrichment Program

The Ethnic Student Enrichment Program (ESEP) promotes academic success and personal growth for students of all ethnic backgrounds. ESEP holds college survival and job search workshops as well as offering cultural awareness programs and social activities. ESEP also provides mentoring and scholarship support. The "Staying on Track" program targets enrollment, retention, graduation, and transfer of ethnic minority students to ensure successful completion of each student's educational program. For information, contact the Admissions Office.

Learning Resources Center

The Learning Resources Center (LRC) provides a pleasant learning environment at both Centennial Campus and Rampart Range Campus. The LRC enhances your education through a variety of materials and services. It includes the library and audio-visual production and distribution services. Community members may check out materials with a public library card and a picture ID.

The LRC has materials to aid in self-paced learning such as videotapes, slide-tape sets, computer-assisted instruction, filmstrips, cassette tapes, and other items designed for individual or small group use.

Library:

Our library has over 40,000 books, documents, and nonprint media items. The nonprint media include 16mm films, records, maps, filmstrips, audiotapes, videotapes, and other materials, most kept in the open stacks. The library has a collection of about 300 serial publications, including annuals, magazines, journals and newspapers.

Study rooms are open for individual students and groups. Study carrels, typewriters, and copiers (color and black & white) for print and microform media are available. A music listening room, and a children's library are also available.

Reference and Research Service:

Our professional reference staff serves as an information guide, helping students, faculty, staff and community users find their way to the most relevant sources, whether they be in print or electronic form. The reference staff consults with faculty to develop the library's collection and investigate various online databases to determine the most useful for the college community. They also provide library instruction to classes, develop bibliographies on particular subjects of interest, and compile help sheets for the electronic resources. Several of these services, which offer online access to articles from many different publications, are available through our web site. The passwords for each can be obtained through either the circulation or reference desk. Our materials catalog is also accessible at our web site: <http://www.ppcc.ccoes.edu/dept/lrc/lrc.htm>.

The reference staff can advise students on how to connect to these and other resources and give assistance in using them.

Interlibrary Loan Service

Through interlibrary loan, students can request information from other libraries. If we can't provide the material needed, we'll find a library that can! These items are normally received in two to four weeks. Ask any of the staff for a request form.

Audio-Visual Production and Distribution Services

Audio-Visual Production and Distribution Services supplies equipment and expertise to support instructors, students, and staff. This office produces, reserves, and delivers audio-visual equipment. It also provides limited services and repairs on the equipment.

Students and faculty may check out a variety of equipment on loan. These include calculators, cassette players/recorders, Polaroid camera equipment, etc. Some equipment may be used off campus for a daily rental charge. Noncopyrighted audio and video tapes may be copied.

Learning Technologies

The Learning Technologies Division supports and maintains all technology used for learning at the college, including computers, the network, the Interactive Televised (ITV) production facilities, satellite downlink equipment, and video conferencing facilities. The division also provides training, research, and support for software and emerging technologies in all forms of distance education and classroom/lab instruction. The division also introduces new technologies for instruction.

There are over 1,000 instructional computing machines all connected to a high speed local area network which provides the students with technological means to facilitate the learning process.

The ITV system originates approximately 60 hours of live, over-the-air programming each week during the school year from the TV studio/classroom. Teletraining programs for industry are broadcast as requested each semester. Telecourses are broadcast on the weekend using these facilities.

The video conferencing facilities are used for education and intercampus meetings and are rented to outside agencies. The system uses point to point T1 lines and standard dial ISDN line to communicate out of the state.

Call 540-7516 for more information about the Learning Technologies Division.

Military Programs

PPCC provides alternate delivery formats of courses and special training through military programs. An Interactive Learning Center at the Fort Carson Education Center offers a variety of self-paced computer-based training courses.

Military programs offer a schedule of evening and weekend classes that accommodate the busy schedule of students who are unable to attend traditional classes.

All classes are open to the public. Registration dates, enrollment procedures, and fees vary. For more information, call the PPCC branches at the U.S. Air Force Academy, 472-1583; Peterson Air Force Base, 574-1169; or Fort Carson, 576-7212.

Multimedia Instructional Design Center (MID Center)

The Multimedia Instructional Design Center is located at the Centennial Campus. The lab is equipped with computers, video cameras and playback systems, authoring software and systems, interactive graphic systems, and other instructional design hardware. The staff is skilled in technology and curriculum design and can help you develop course and program materials. For more information, call 540-7063.

Orientation Program for New Students

The Orientation Program for New Students holds brief, open group sessions before each semester. The sessions provide useful information for new students. Admissions, Student Life, Public Safety, and Financial Aid staff explain more about their services. To attend an orientation, contact the Admissions Office.

Pikes Peak News

“The Pikes Peak News” is the PPCC student newspaper, published by and for PPCC students. Students in the Newspaper Design I and II classes as well as those in other journalism classes write and edit articles, develop photos, and design pages. “The Pikes Peak News” also welcomes articles and photos from all PPCC-sanctioned clubs and organizations. PPCC students who participate in the production of the newspaper may also attend the 14-state Rocky Mountain Collegiate Media Association convention scheduled in Colorado Springs in March. The Pikes Peak News has won second place and honorable mention awards at previous conventions. For more information, contact us at 540-7480 or check out our web site at www.ppcc.ccooes.edu.

Records

All records of enrollment at PPCC are kept in the Records Office. Transcripts are available upon request within certain timelines. The fee for a transcript is \$1, or \$5 for next day service. Students may review their records and ask to have information corrected or kept private.

The college releases directory information upon legitimate request. Directory information is defined as a student’s name, date of birth, terms attended, most recent previous school attended, major field of study, and degrees and awards received. To keep this information private, students may file a written request with the Records Office.

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

Information concerning the Family Educational Rights and Privacy Act is available in the Records Office.

Re-Entry Program

The Re-Entry Program is designed to help students who have been out of school for a while or are apprehensive about returning. Before each semester, the program presents workshops about going back to school. During the workshops, presenters discuss programs, degrees, financial aid, support services, and the local job market. For more information, call 540-7115.

Reserve Officer Training Corps (ROTC)

ROTC provides college-trained officers for active and reserve duty in the U.S. Army. The Military Science Department of Colorado University-Colorado Springs offers basic ROTC courses at PPCC.

Students may take military science courses at PPCC as electives which will not obligate them to enter the ROTC program. However, to take ROTC training that leads to an officer’s commission, a student must meet the following requirements:

- be a full-time student enrolled in a transfer program leading to a bachelor’s degree at a four-year school
- be a United States citizen
- be at least 17 years old and qualify for appointment as a second lieutenant before your thirtieth birthday
- be medically fit for ROTC training

- be of good moral character
- maintain a 2.0 Grade Point Average (C grade)
- have the approval of the military science instructor at PPCC

Eligible students are furnished uniforms, textbooks, and equipment for ROTC training. These items remain the property of the U.S. government.

ROTC scholarships are available to qualified students after they complete their first or second year of ROTC training. The scholarships cover tuition, fees, laboratory expenses, books, and a \$100-per-month allowance. Students may apply after completing their first semester of college. For more information, call 540-7350.

Southern Colorado Educational Opportunity Center (SCEOC)

The SCEOC helps low-income or first-generation college students. Services include guidance in selecting a college, free career counseling, testing, and workshops. The SCEOC will also help you complete financial aid and admission applications. It is located at the Goodwill Community Services Center, 17 North Spruce.

For more information, call 634-2242.

Testing Center

The Testing Center offers a variety of additional services. Students may take a test to receive college credit in subjects such as accounting, biology, college algebra, English composition, foreign languages, humanities, management, natural sciences, and social sciences by taking CLEP, DANTES or ACT PEP tests. They may also take a GED test for a high school equivalency diploma. Interest and aptitude tests are also available.

Tutoring Services

Pikes Peak Community College offers a variety of tutorial services to help students succeed with their educational goals. These services range from individualized tutoring and learning clusters to Math labs and Writing Centers. Students are encouraged to consult with their instructors or academic advisors about these services.

The Writing Centers and Education and Developmental Studies Math Labs offer drop in services that do not require instructor referral. Students seeking tutorial services through Instructional Support Services do require an instructor referral and may then be referred to individualized tutoring or specific learning clusters. The ISS Tutoring Coordinator will determine the appropriate placement.

For students to gain the most benefit from tutoring they must

- follow the course sequence outlined by their academic advisor, as tutoring does not take the place of course pre-requisites.
- be enrolled in the class tutoring is requested.
- be prepared for the tutoring session, which includes bringing questions and doing follow-up homework and assignments specified by the tutor.

Students are also encouraged to consult with the Instructional Support Services Tutoring Coordinator at the Centennial Campus, 540-7129, or at the Rampart Range Campus, 538-5075.

Veterans

The Veterans Affairs (VA) Office will help eligible veterans and/or dependents enroll for veterans' education benefits. The VA Office will also help with VA tutoring, vocational rehabilitation, and advising. Contact the Financial Aid/Veterans Affairs Office for more information.

Visitation Program (Four-year Colleges and Universities)

The Visitation Program will help students make a smooth transition to a four-year college or university in Colorado. Representatives from four-year schools regularly visit Pikes Peak Community College to meet with students who plan to transfer after receiving an Associate's Degree from PPCC. For more information, contact the Admissions Office.

Student Life

Activities

The Student Activities Office directs a full schedule of recreation, wellness, cultural, and arts events. Wellness and lifestyle improvement programs include drug and alcohol education, AIDS education and personal growth seminars. Special events and multicultural programs include Black History Month, Women's History Month, Cinco de Mayo, Native American Days, and others. The Student Activities Office invites students to serve on planning committees for these events.

The performance and lecture series includes musical acts and guest lecturers on a wide range of topics. Free Colorado Springs Symphony tickets (monthly drawing) and free admission to the Colorado Fine Arts Center are special benefits offered to PPCC students. Through this office, students can also rent lockers and reserve meeting room space in the Student Center at the Centennial Campus as well as space at the Rampart Range Campus.

Athletics

PPCC has both major and minor sports teams. The teams compete regionally in athletics. Men's soccer and women's volleyball represent PPCC as major athletic teams. Coed karate competes as a minor sport for the college. The athletics program is housed at the Centennial Campus in the Recreation and Sports Programming Office. For information about athletic programs, team try-outs, and a schedule of team events, call 540-7442.

ID Cards

Student identification cards are required for many student activities. Students also need an ID for access to the LRC (library) which they get at the activities desk in the Student Center. An ID is issued upon first registration and updated for each semester enrolled.

Fitness Center

The Fitness Center is a state-of-the-art cardiovascular/weight training facility located at the Centennial Campus. The facility has computerized bicycles, rowers and treadmills; a 30-station Universal "Super Circuit"; and over a dozen "body parts" machines. The Fitness Center is open six days a week. To use the Fitness Center, students must enroll in PED 100, an "hours-by-arrangement" class, or join under the Student Wellness Program.

Recreation/Sports Clubs

The Recreation and Sports Office is in the Centennial Campus gymnasium. The gymnasium is open for recreational use by students and staff. Open gym activities include basketball, volleyball, and aerobics. The recreation program includes intramurals and community recreational tournaments and offers wellness events and outdoor equipment rentals. The office coordinates the gymnasium, track, tennis courts, sand volleyball court, and soccer field. Club sports such as skiing, basketball, volleyball, karate, soccer, billiards, cycling, and others are available. For information, call 540-7442.

Student Center

The Centennial Campus Student Center is a place to relax and meet other students. It's a "home away from home" where students will find lounge areas, meeting rooms, study space, TV and music, and billiard tables. Student Life, Student Government, the Bookstore, Cafe 103, and some student club offices are also located here.

Student Government

Participation in Student Government is a great way to strengthen leadership skills. Student leaders work with various issues affecting students and allocate student activity fees to enhance campus life. Student government is composed of the president, vice president, secretary, and treasurer; 11 senators; and a State Student Advisory Council representative.

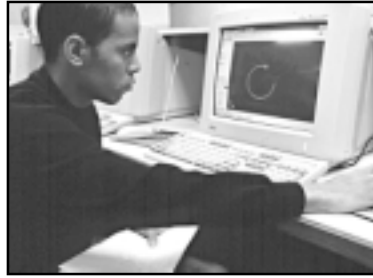
Elections for the senate seats are held during fall semester. The executive officers are elected during spring semester.

Student Clubs and Organizations

Over 20 active student clubs and organizations are available on campus. Some are active relative to an academic/professional area such as Phi Theta Kappa (PTK), Phi Beta Lambda (PBL), Student Colorado Registry of Interpreters for the Deaf (SCRID), Association of Information Technology Professionals (AITP), Instrument Society of America (ISA), Nurses Organization (PPCCANS), Journalism Club, etc. Others are related to activities/interests such as basketball, skiing, dance appreciation, etc. Still others are active along multicultural/ethnic interest lines, such as Movimiento Estudiantil Chicano de Aztlan (M.E.Ch.A.), Unity of Students, etc. Involvement in clubs and organizations is a great way to meet students, to learn and practice leadership skills, and to gain a sense of belonging and loyalty to PPCC. Please see the Student Guide publication or visit the Student Life Office at the Centennial or Rampart Range Campuses for more information about how to get involved with clubs and organizations.



Ethnic Student Enrichment Program at Pikes Peak Community College



The Ethnic Student Enrichment Program (ESEP) at Pikes Peak Community College is designed to encourage a successful academic and personal growth experience for students of all ethnic backgrounds.

-
- ▲ Staying on Track
 - ▲ College Survival Workshops
 - ▲ Cultural Awareness Workshop
 - ▲ Social Activities
 - ▲ Job Search Workshops
 - ▲ ESEP Information Booth
 - ▲ Mentors Program
 - ▲ Scholarship Support

Call 540-7113 or toll free 1-800-456-6847 extension 7113 for more information .

 **Pikes Peak Community College**
5675 South Academy Boulevard • Colorado Springs, CO 80906



COMMUNITY
COLLEGE

Book of Dreams

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SERVICES FOR THE COMMUNITY

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

Activities and Events

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

- African American History Month
- American Indian Days Celebration
- Asian Culture Days
- Cinco de Mayo Celebration
- Alcohol Awareness Week and Drug Education Week
- Veteran's Day Observance
- HIV/AIDS Symposium
- Women's History Month

For more information, call the Student Life Office at 540-7105.

Corporate, Workforce, & Economic Development Services

Pikes Peak Community College contributes to economic development on many levels. The PPCC Corporate, Workforce, & Economic Development Division (CWED) focuses on a broad range of quality, specialized services for business and industry:

- customized educational program development and delivery
- workforce assessment and needs analysis
- curriculum development and instructional design
- management consultation
- conference facilities
 - corporate briefings, meetings and events
 - conferences
 - national speaker events
 - supplier/vendor demonstrations (equipment)
 - receptions
 - satellite teleconferencing services (downlink)
- telephone skills lab and computer labs
- technical, human, workplace essential, and computer skills training

The Downtown Studio Gallery

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

For more information, call 527-6000.

Elderhostel

Pikes Peak Community College offers a series of Elderhostel programs each year. Elderhostel is an independent, non-profit organization offering short-term academic experiences for people age 55 and older and to their spouses and companions age 50 and older. Participants study liberal arts courses designed especially for Elderhostel. They are challenging but do not require any prior knowledge or academic experience. Homework, exams and grades are not given. Daily classes are supplemented by course-related field trips and evening activities. Pikes Peak Community College Elderhostel is a six-night program. Elderhostelers are housed and take their classes at a commercial facility. Enrollment ranges from approximately 20 to 45 students.

International and Multicultural Education

"The World is Our Community" is a trademark for Pikes Peak Community College. Faculty, staff, and administration of the college place a strong emphasis on the importance of international and multicultural education. We believe it is our responsibility as an educational institution to meet the needs of a changing world by expanding student knowledge and experience in the "global village."

To this end, the President of Pikes Peak Community College has established the Office of International Education which provides oversight and guidance for international programs and activities.

Some of the other special services, programs, and activities at Pikes Peak Community College which focus on international and multicultural education include

- the Ethnic Student Enrichment Program. This program of the Admissions Office provides many support services for ethnic minority students.
- cultural celebrations. Through Student Life, special activities and events are scheduled in celebration of Black History Month, Cinco de Mayo, Asian Culture Day, and Native American Days.
- the International Education Committee. This is a committee of over 80 faculty and staff that provides personnel resources and assistance in the planning and implementation of the many international education projects and activities.

A myriad of international education projects and activities have been facilitated by grants from the International Education and Graduate Programs Service of the U.S. Department of Education. These have assisted faculty in making PPCC a true global community. Two Title VI-A grants (1992-1994 and 1996-1998) and two Title VI-B grants (1994-1996 and 1999-2001) have provided funding for projects which include (1) new courses in foreign languages (including Chinese, Japanese, Hebrew, Korean, and Italian for Business); (2) instructional modules to expand international and multicultural content in the classroom; (3) an international resource collection for faculty, students, staff, and the community; (4) an international business degree and certificate program; (5) a proficiency-based Latin American Studies Program; and (6) a program, using Pacific Rim countries as models, to aid local businesses in their international exporting capabilities.

In addition to these grants, the college was awarded a Fulbright-Hays Group Projects Abroad to Paraguay in June 1999 from the U.S. Department of Education which allowed four professors from PPCC, twelve middle-and high school teachers from five districts within the college's service area, and one professor from the University of Kansas to travel to Paraguay for research and study of that country's languages and culture.

Faculty and student exchanges take place regularly between Pikes Peak Community College and the Instituto Cuauhnahuac in Cuernavaca, Morelos, Mexico and with the Viborg Handelsskole in Denmark. The college also has provided business, cultural, and other training for organizations such as the Japan Intercultural Academy of Municipalities and the Japanese Ministry of Education's Young Teachers Program.

Pikes Peak Community College has signed letters of agreement with institutions and government agencies in Shanghai, People's Republic of China; Sverdlosk Oblast and Novgorod Territory, Russia; and Bishkek and Karakol, Kyrgyzstan. In addition, the college has been instrumental in establishing a Sister Cities relationship between Colorado Springs and Bishkek, Kyrgyzstan, and Nuevo Casas Grandes, Mexico.

The Office of International Education, in partnership with the TravelLearn Network, provides adult learners with an opportunity to combine learning with travel to 18 worldwide destinations. Unique features of these programs include faculty escorts and in-country specialists who share their insights on the countries visited. The tours include first-class accommodations, meetings with local people, specially-arranged field experiences, and comfortably-paced itineraries with time to pursue individual interests. The average size of the group is 14 participants. Several of these tours, which are "like taking a luxury field trip with the best teachers you ever had," are led by members of the International Education Committee.

Working in partnership with the PPCC Division of Business Education, the PPCC Corporate, Workforce, & Economic Development division, the city of Colorado Springs, business, economic development organizations, and other civic organizations, the Office of International Education has sponsored many international business and business education activities including World Trade Week and publication of the Colorado Springs World Trade Directory. Many business and trade seminars have been offered, including the Passport to World Trade and Export Trade Assistance Partnership Programs.

For more than a decade, the Downtown Studio Campus has offered a wide variety of multicultural events. These include a Hispano film festival; numerous Black History Month activities; a major mixed-media presentation of Russian dance, music, and poetry; a two-hundred photograph display of portraits of the world's people, The Human Family; a folk dance series; Latin and Native American reading and discussion programs; and an exhibition of photographs and artifacts from Kyrgyzstan. The interior design of the Downtown Studio Campus features the art of Middle Eastern, Hispanic, American Indian, African-American, and Oriental cultures in classrooms, and multi-lingual signage identifies various locations. For the past seven years, the Downtown Studio Campus has housed the English Language Institute, which brings approximately one hundred students from as many as twenty-eight countries to Pikes Peak Community College each semester.

KEPC Radio - 89.7 FM

Students in the Radio, Television, and Telecommunications program at Pikes Peak Community College can be heard throughout El Paso County at 89.7 on the FM dial. Broadcasting in stereo with nearly 8,000 watts of power, KEPC programs provide a wide variety of music and other programming.

Throughout the semester, PPCC Radio, Television, and Telecommunications students produce many public service announcements and promotional announcements of interest to PPCC students and community members. Listeners will receive information about PPCC activities and events, many that are free and open to the public. During inclement weather, KEPC will broadcast information regarding campus closures.

KEPC is on the air 24 hours a day, seven days a week. KEPC can be heard live globally on the internet.

For more information, call 540-7489.

The Masquers

The Masquers, the performing troupe of the PPCC Performing Arts Department, presents two major faculty-directed performances each academic year. Some of the plays have included To Kill a Mockingbird, Bus Stop, Equus, Litko, Flowers for Algernon, and The Imaginary Invalid. All performances are open to the public and are held in the PPCC theatre located at the Centennial Campus. For ticket information, call 540-7418 or 540-7314.

Multimedia Instructional Design Center

The Multimedia Instructional Design (MID) Center is located at the Centennial Campus. The MID Center supports both the PC and Macintosh platforms. Students from the Visual Communications and Computer Aided Drafting programs are able to log-in and complete class assignments in the open lab area of the center. Faculty throughout the college use the facility for the multimedia enhancement of their classroom, online, and television presentations. The MID Center is open to the student population with preference given to Visual Communication and Computer Aided Drafting students working on course material.

The center houses a Macintosh classroom, a PC classroom, and an open lab area. Each of the classrooms is equipped with 16 student computers, an LCD projector, instructor's computer, and VCR. The open lab area is equipped with multimedia ready PC and Macintosh computers.

Software is available in the MID Center to include AutoCAD, Photoshop, Director, PageMaker, Quark, MS Office, Toolbook, Premiere, Freehand, and 3D Studio Viz.

For information about classes, workshops, and lab access, call 540-7063.

Peak Institute of Living, Learning and Rejuvenation (PILLAR)

PILLAR, Peak Institute of Living, Learning, and Rejuvenation, is an innovative approach to non-credit learning for retirees, semi-retired individuals, and those people in a life transition. It is a subsidiary to our Elderhostel program. PILLAR offers a monthly series of classes on a variety of topics at a very reasonable cost. Classes are given at several easily accessible locations in the Pikes Peak region. The only criterion for participation is an inquisitive mind. For additional information about this unique learning adventure, call the Elderhostel/PILLAR Office at 540-7224.

Small Business Development Center

The Small Business Development Center is a joint effort between Pikes Peak Community College and Colorado University at Colorado Springs. It is located on the University Campus at 1420 Austin Bluffs Parkway. The center assists entrepreneurs through business planning, financing and marketing plans, and other areas of concern to small business owners and those desiring to go into business for themselves. It offers one-on-one counseling and an ongoing series of seminars and workshops and maintains a library of business resource information. For more information, call 592-1894.

School Partnership Program

The School Partnership Program (SPP) facilitates partnerships between PPCC and K-12 education. The School Partnership Program Office works closely with local school districts to coordinate outreach efforts, activities, and programs for staff and students in the K-12 community. This office coordinates the Area Vocational Program and the Running Start Program for high school students. The School Partnership Program Office is located at the Centennial Campus. For more information, call 540-7238.

Options for Current High School Students

Area Vocational Program

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

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

Instruction is provided in a two hour and forty minute day, five-day-a-week schedule throughout the school year. Most classes are offered during the morning session though some may be offered in the afternoon as well. Instruction is provided in classrooms, laboratories, and community settings that use equipment similar to what is used in business and industry. In most programs, only AVP students are enrolled; however, some classes include both secondary and post-secondary students.

All area vocational programs operated at Pikes Peak Community College are approved by the State Board for Community Colleges and Occupational Education. All AVP instructors are occupationally experienced and vocationally credentialed to teach in their area of expertise. Enrollment in AVP is completed at the high school level. Contact your high school counselor or call 540-7240 for more information.

Occupational Programs Available

- Auto Collision Repair
- Automotive Technology
- Computer Applications Specialists
- Computer Aided Drafting
- CISCO
- Criminal Justice
- Diesel Power Mechanics
- Early Childhood Professions
- Fire Science Technology
- Food Management
- Machining Technology
- Med-Prep
- Natural Resource Technology
- Telecommunications Production
- Visual Communications-Design
- Welding

Running Start

Running Start is designed for college-bound students seeking degrees in non-vocational areas or students who simply want to earn college credit while still in high school. Running Start enables high school juniors and seniors to take academic college classes at PPCC and earn high school and/or college credit. Students have the opportunity to enroll in any courses for which they meet the prerequisites, except for courses offered through the Area Vocational Program (AVP). Students may enroll in those courses through AVP (see above).

To enroll in Running Start, students must obtain permission from a parent or guardian, high school counselor and district administrator. Some school districts have a cooperative agreement with PPCC and will reimburse the tuition for qualifying courses. Contact your high school counselor for more information or to enroll.



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DEVELOPMENTAL STUDIES

Purpose and Goals

Developmental studies courses reinforce mathematics, writing, reading, and study skills for personal enrichment and to help students meet the prerequisites for other courses. Academic advisors use placement tests to help students select courses available at several skill levels.

Research indicates that students who need and take these courses do better in their college-level courses than they would have without them. Although no special GED preparation program is available, developmental studies courses can help students prepare for the GED.

The Math Laboratory

The Math Laboratory, located in room A-316 on the Centennial Campus, provides a variety of services, self-help, and computer-assisted materials. Free instructional assistance is also available.

Specialized Courses

The Developmental Studies Division has designed courses to help increase student learning success. Among them are Memory Development and Study Techniques and Math Success Strategies.

Developmental Studies Staff

Jo Berger, Ed.D., Dean
Phone: 540-7320

English Faculty:

Karen Bowen
Christine Getz
Larry Giddings
Sandra Miller
Karen Standridge, Ph.D.
Julie Witherow

Mathematics Faculty:

William C. Berry
Richard Harms
William R. Keating
Gayle Krzemien
Robert LaMont
Michael Parcha
Molly E. Sumner
Dorsey Templeton

Reading Faculty:

Kathy Beggs
Patricia A. Lichty

Developmental English

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

- ENG 030 Basic Language Skills (basic grammar, usage, punctuation, sentence structure, and paragraphing)
- ENG 060 Language Fundamentals (grammar/punctuation, text interaction, paragraph structure)

ENG 060 is a prerequisite for

- ➔ SPE 125 Interpersonal Communication
- ➔ SPE 225 Introduction to Organizational Communication
- ➔ ENG 131 Technical Writing

- ENG 100 Composition Style and Technique (writing process, critical thinking, text interaction, effective diction, and essay structure)

ENG 100 is a prerequisite for

- ➔ ENG 121 English Composition I

Developmental Mathematics

Developmental mathematics prepares students for college-level mathematics courses or entry into many occupational programs. Enrollment is determined by a placement test. The courses progress in the following order:

- MAT 015 Whole Numbers (addition, subtraction, multiplication, and division)
- MAT 036 General Skills in Mathematics (review of arithmetic, fractions, decimals, ratio-proportion, and percent)

MAT 036 is a prerequisite for

- ➔ MAT 066 Basics of Algebra
- ➔ MAT 110 Basic Finite Mathematics

- MAT 066 Basics of Algebra (Algebra I) (signed numbers, first degree equations, word problems and factoring)

MAT 066 is a prerequisite for

- ➔ MAT 100 Elementary Algebra

- MAT 100 Elementary Algebra (Algebra II) (algebraic fractions, equations with two variables, quadratic equations, radicals, and graphing)

MAT 100 is a prerequisite for

- ➔ MAT 105 Intermediate Algebra or
- ➔ MAT 138 Introduction to the Graphics Calculator

Developmental Reading

Developmental reading courses cover phonics, vocabulary, comprehension, speed, critical thinking, and reasoning skills. Enrollment is based on a placement test.

- REA 060 Foundations of Reading (review of basic reading concepts)
- REA 090 College Preparatory Reading (preparation for college level reading)
- REA 115 College Reading (continuation of REA 090)

College Study Skills

Through the courses in college study skills, students can learn ways to improve their learning strategies, test taking, time management, listening, note taking, problem solving, and communication. Several activities and guest lecturers encourage students to practice these skills which are necessary to be successful in college. Enrollment is based on a placement test. Courses in achieving math success and memory development are also included in the study skills program.

- MEM 020 Memory Development and Study Techniques
- STS 030 Math Success Strategies
- STS 060 Learning Success Strategies (introduction to college study skills)
- STS 100 Advanced Learning Strategies (college study skills)



Save on Tuition

FACTS About the HOPE Tax Credit and other education tax benefits

1. What is the HOPE Tax Credit?

The HOPE Tax Credit is a federal income tax credit available to eligible students during their first two years of postsecondary education. The tax credit covers 100 percent of the first \$1,000 of tuition paid and 50 percent of the second \$1,000 of tuition paid during the qualified period.

2. Who is eligible?

To be eligible, a student must be enrolled in a degree, certificate, or other program leading to a recognized education credential (i.e. associate degree, automotive technology certificate, etc.). The student must be enrolled at least half time.

3. When does it take effect?

The HOPE tax credit applies to tuition paid after December 31, 1997, and for education provided in academic periods beginning after that date.

4. How long is it available?

The HOPE tax credit is available for two tax years to those students who have not completed the first two years of postsecondary education.

5. What items are included in the tax credit?

HOPE applies only to tuition and certain mandatory fees – not to books, dormitory costs or other living expenses.

6. Are there any restrictions?

Yes. Students convicted of a felony related to the possession or distribution of a controlled substance such as heroin or marijuana are not eligible. In addition, there are income restrictions. The income ceiling for a single taxpayer is \$50,000 annually and for married taxpayers it is \$100,000 annually.

7. How do I apply?

Eligible individuals will claim the credit when they file their federal income tax forms.

8. How does it work for part-time students?

Students attending less than half time are not eligible for the HOPE tax credit. However, they may be eligible for the Lifetime Learning Credit described in item number 11.

9. Do I have to file a separate IRS form or will it be part of the standard 1040?

IRS form 8863—Education Credits (HOPE and Lifetime Learning Credits) should be used to take either of the credits. Additional information is available in IRS Publication 970 – Tax Benefits for Higher Education. Both the form and publication can be downloaded from the IRS website at www.irs.gov.

10. Where can I get more information about the HOPE tax credit?

- ▲ **Financial Aid Office**
Pikes Peak Community College
540-7089 or 1-800-456-6847,
extension 7089
- ▲ **www.ppcc.ccoes.edu**
(Pikes Peak Community College
Web Site)
- ▲ **www.aacc.nche.edu**
(American Association of
Community Colleges Web Site)
- ▲ **Other**
Call your tax preparer or the Internal
Revenue Service at 1-800-829-1040.

11. What is the Lifetime Learning Credit?

The Lifetime Learning Credit will allow students studying for undergraduate, graduate or job skills training a 20% tax credit on the first \$5,000 of tuition paid.

12. What other new tax benefits are available?

Other tax benefits include Deduction of Student Loan Interest, Savings Incentives, Exemption of Scholarships and Tuition Remissions, and Exemption of Employer-Provided Assistance. Information on these benefits is also provided in IRS Publication 970.



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EDUCATIONAL PROGRAMS

Degree and Certificate Criteria

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

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

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

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

Many freshman and sophomore level courses (numbered in the 100s and 200s) will transfer to four-year colleges, universities in Colorado, and a number of public and private schools outside Colorado. PPCC is a member of the Colorado CORE Curriculum project, a statewide articulation process among all state community colleges, four-year colleges and universities. Courses designated CORE (□) in the Catalog are intended to meet the general education requirements of a bachelors degree program at a college or university in Colorado. Academic advising is available if students wish to transfer to another school after graduating from PPCC. Guaranteed admissions programs allow students to transfer directly to Colorado University-Colorado Springs, the University of Northern Colorado, Colorado State University, Franklin University, Adams State College, and the University of Southern Colorado as a junior upon completion of an Associate of Arts or Associate of Science degree. Other state schools are negotiating similar arrangements.

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

Degree Eligibility

Receiving an AGS degree enables students to pursue an AA, AS, or AAS degree. If they have received an AAS degree, they may pursue an AA, AS or AGS degree. However, students eligible for an AA or AS degree from PPCC may not also apply for an AGS degree.

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

Academic Requirements

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

Institutes and Academies

English Language Institute

The English Language Institute (ELI) is located at the Downtown Studio Campus of Pikes Peak Community College, 100 West Pikes Peak Avenue. It is a semi-intensive English as a Second Language program, designed to meet the needs of non-native English speakers. The ELI serves students who wish to improve their English reading, writing and speaking skills. Many ELI students plan to attend an American college or university or need to improve their English skills for the workplace.

Many non-native English students may want to consider taking courses in the English Language Institute (ELI). Any student who is interested in taking ELI courses must take the ELI placement exam. Non-native speakers of English whose English placement level is below ENG 100 should take the ELI placement exam and be advised by the English Language Institute. Contact the ELI Office at 527-6022

The English Language Institute has three levels of study - basic, intermediate and advanced. New students entering the ELI must take a placement exam to ensure that they receive the correct level of instruction in English. Courses in the English Language Institute include grammar, composition, reading, and conversation. In addition, there are special topics courses that include Pronunciation, Computer Basics, Reading and Research, and Workplace ESL. Full-time students may complete coursework in the English Language Institute in three semesters.

For more information about the English Language Institute at Pikes Peak Community College, visit our website at www.ppcc.ccoes.edu/eli/neweli or call 527-6022.

Deaf Prep

The Deaf Prep program is a four-semester option for deaf students in transition programs with local high schools and for deaf adults who have difficulty with basic academic skills. All faculty are deaf or native-like signers, and classes are taught in American Sign Language. The program has four levels of remedial English and mathematics, critical thinking, study skills, American Sign Language, and community resource management. Instruction is individualized according to need and placement level in language, mathematics, American Sign Language, and reading.

Students may enter the Deaf Prep program by referral from a social service agency or school district. After completing the Deaf Prep program, students may choose to continue with community college education, enroll in a four-year college, enter the workforce, or take short term vocational training.

The Deaf Prep program is a joint endeavor among Pikes Peak Community College, the Colorado School for the Deaf and the Blind, Colorado Vocational Rehabilitation, the Pikes Peak Center on Deafness, and the Pikes Peak Mental Health Center. For more information, call 540-7210 or 540-7146.

Integrated Circuit Fabrication Institute

The Integrated Circuit Fabrication (IC Fab) Institute at Pikes Peak Community College is one of only a few programs in the United States that offers process and equipment technology programs specifically for the integrated circuit industry.

Integrated circuits (ICs), often called semiconductors, are found in items such as watches, CD players, modems, video games, dishwashers, computers, and space shuttles. Virtually every electronic device being sold today contains some type of integrated circuit. The semiconductor industry is experiencing tremendous worldwide growth, and Pikes Peak Community College is helping provide this booming industry with the highly trained workforce it needs.

The IC Fab Institute introduces basic microelectronics and integrated circuit fabrication technology. Team-building, communication, and organizational skills are woven throughout the curriculum. Students may schedule courses to complete the program requirements in as little as a two-semester period. In-depth studies prepare the student for work in either process technology or equipment technology. This blended curriculum is designed to address the realities of the workplace.

Cisco Academy

The Cisco Networking Academies program consists of four courses (twenty credit hours) and can be completed in two semesters. The program is designed to teach students the skills needed to design, build, and maintain small to medium-size computer networks. This provides them with the opportunity to enter the workforce and/or further their education and training in the computer networking field. Students will become Cisco Certified Network Associates (CCNA's) upon successful completion of all four levels and the associated exams. The credits may be applied towards an Associates of Applied Science degree in Networking Technology.

For more information, contact the Division of Business Education at 538-5200 or 540-7276.

Pikes Peak Regional Law Enforcement Academy

The Pikes Peak Regional Law Enforcement Academy is set up to follow a basic recruitment curriculum sanctioned by the Peace Officers Standards and Training (P.O.S.T.) certification board of Colorado. State law requires that all applicants for the position of police officer be P.O.S.T.-certified.

The Pikes Peak Regional Law Enforcement Academy meets and exceeds the basic requirements for P.O.S.T. certification eligibility with over 600 hours of complex training in the field of law enforcement. This training includes the required skills training such as shooting, law enforcement driving, arrest control, first aid, and CPR. All classes are taught by law enforcement professionals.

The Academy introduces the cadet to all areas of law enforcement that would allow the cadet to perform the duties of a police officer upon graduation. Additional training may be required by an individual agency after graduation and is determined by the agency based on specific needs of its area.

The placement rate for the graduates of the Pikes Peak Regional Law Enforcement Academy has been high with cadets finding employment in other states as well as Colorado. For more information about the academy, call 540-7347.

Real Estate Institute

The Real Estate Institute consists of four courses (twelve credit hours) which are offered on a five-week basis. The entire program can be completed in twenty weeks. Students who desire to begin a career in real estate will acquire a good working knowledge of real estate principles and practices and the rules and regulations concerning the conduct of a real estate broker in Colorado. Upon completion of the program, students will be prepared to take the State of Colorado Real Estate Licensing Exam.

For more information, contact the Division of Business Education at 538-5200 or 540-7276.

Alternative Delivery Methods

Distance Learning Options

Distance Learning is a convenient alternative to taking college courses in a traditional classroom setting. Distance Learning at Pikes Peak Community College includes interactive television (ITV) courses, telecourses, and courses on the Internet. For more information about Distance Learning, call 540-7538.

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

Telecourses are based upon professionally produced video programs broadcast on public television. Lessons are combined with a book, study guide, assignments, and examinations. PPCC faculty guide distance learners through the lessons and evaluate their progress. Faculty may be contacted by e-mail, fax, telephone, or regular mail. Occasional person-to-person meetings may be scheduled.

Internet courses may be taken using home computers to communicate electronically with faculty and other students in the "virtual classroom." Students may also use the computers at PPCC in the instructional computer labs. Go to www.ppcc.ccoes.edu to see the PPCC home page on the World-Wide Web. Click on Distance Learning to view all the options for learning from home or work.

CCC Online

CCC Online classes are offered through a consortium of fourteen community colleges in Colorado. Students will register as a PPCC student, but an instructor may teach the classes from any of the fourteen schools. CCC Online offers one full degree online (AAS in Business) and classes toward an AAS and certificate in Computer Information Systems, and an AA. Students may also apply appropriate CCC Online classes toward degrees at PPCC.

Colorado Community Colleges have standing transfer agreements for their business core courses and general education core courses with most of the four-year public and private colleges in Colorado. In addition, there are transfer agreements with colleges both in-state and out-of-state that offer Baccalaureate completion programs using distance/electronic technology. Among these are Regis University, Colorado; Governor's State University, Illinois; Jones International University, Colorado; Franklin University, Ohio; and Northwest Missouri State University, Missouri.

For more information, please call 540-7538 or e-mail at Distance.Ed@ppcc.ccoes.edu, or visit the website at www.ccconline.org.

Students who are active duty military, please call 540-7740 or e-mail at mil.programs@ppcc.ccoes.edu.

Independent Study

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

- independent study
- independent study (instructor enhanced)

College credit is awarded for these courses. Many programs sponsored by the division are self-supporting, and tuition may vary from that charged for state-supported activities.

Residents of El Paso, Teller, or Elbert counties who can benefit from a flexible degree plan are encouraged to contact Prior Learning Services at the Centennial Campus or to call 540-7226.

External Programs

PPCC offers three courses of study that may be completed through an external program. These courses of study may lead to the Associate of General Studies (AGS), Associate of Applied Science (AAS) in Fire Science Technology, and Associate of Applied Science (AAS) in Criminal Justice.

The external programs are offered for students who cannot attend classes on the PPCC campuses or at regularly scheduled times. They are usually completed in conjunction with the Student Work Experience Evaluation Program (SWEET). After students are awarded applicable credits through credit for prior learning, they may complete the remainder of the required courses through the Independent Study program. A minimum of 15 semester hours of PPCC courses must be completed to receive a degree. The remaining courses may be transferred from another college or university or awarded as prior learning. For more information, stop by Prior Learning Services at the Centennial Campus, or call 540-7225 or (800) 777-9446.

Military and Government Programs

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

Pikes Peak Community College is a member of Servicemembers Opportunity Colleges (SOC), a group of over 1,000 colleges and universities providing voluntary postsecondary education to members of the military throughout the world. The college awards credit for learning from appropriate military education and training experiences, eases the transfer of relevant course credits, and provides flexible academic residency requirements.

Servicemembers Opportunity Colleges, developed jointly by representatives of the Armed Services, the Office of the Secretary of Defense, and a consortium of leading national higher educational associations, is co-sponsored by the American Association of Community Colleges (AACC). PPCC also has been selected by the Defense Activity for Non-Traditional Education Support (DANTES) as one of the approved colleges and is listed in the DANTES Guide to External Degree Programs. The Associate of General Studies (AGS) external degree is offered in conjunction with the Student Work Experience Evaluation Program (SWEET).

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

- Fort Carson, Colorado
- Peterson Air Force Base, Colorado
- United States Air Force Academy, Colorado
- Little Rock Air Force Base, Arkansas
- Fort Sill, Oklahoma

Veterans may be certified for educational benefits at several of the above locations. Special service is provided to the Army National Guard through the Veterans Affairs Office on the Centennial Campus.

Open-Entry/Open-Exit Courses

Open-entry, open-exit courses are designed to allow students to work at their own pace at times that are convenient for them. These courses are available in the following areas:

- A number of computer courses are offered as open-entry, open-exit so that students can begin a course during the first three business days of any month. Courses must be completed within three months of the starting date. For more information, contact the Division of Business Education at (719) 540-7258.
- The Technical, Industrial, and Service Occupations Division offers open entry-open exit classes in welding, machining, and automotive engines. For more information, call (719) 540-7346.
- All Fitness Center classes and Spaceflight (SPS 101) are offered on an open entry-open exit basis, as are some sections of CSC 105, 116, and 160. For more information, contact the Division of Mathematics, Sciences, and Health Sciences at (719) 540-7645.
- The Interactive Learning Center at Fort Carson (in Colorado Springs) offers nine-week self-paced courses via computer. All courses are open to the public, and students may begin each one at any time. For more information, call (719) 576-7212 or (719) 574-1169.

Also see Independent Study for additional open entry-open exit opportunities.

Credit for Prior Learning (SWEEP)

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

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

PPCC evaluates prior learning through the Student Work Experience Evaluation Program (SWEEP). Students may receive up to 75% of their total credits for all types of prior learning. For more information, stop by Prior Learning Services at the Centennial Campus, or call 540-7225 or 1-800-777-9446.

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

Assessment and Success in College

Do I Need to Take the Compass Placement Tests?

If a student intends to seek a degree or certificate at PPCC, and unless they have previous successful college experience, ACT scores of Verbal 20 and Math 20, or SAT scores of at least Verbal 580 and Math 510, they will be required to be assessed. This assessment will could take the form of the Compass Test, which assesses their entry level in the areas of English, math, reading, and study skills. Other forms of assessment may include an interview with a program advisor or dean.

Where Can I Take the Compass Test?

Centennial Campus
5675 South Academy Boulevard, Room 108
Colorado Springs, CO 80906
(719) 540-7115

Downtown Studio Campus
100 West Pikes Peak Avenue, Room DO 115
Colorado Springs, CO 80903
(719) 527-6000

Rampart Range Campus
11195 Highway 83, Room S-101
Colorado Springs, CO 80921
(719) 538-5115

Fort Carson Education Center
Building 1117, Room 118
Corner of Specker and Ellis
Fort Carson, CO 80913
(719) 576-7212

Fort Sill
Building 2608
Currie Road
Fort Sill, OK 73503
(580) 357-0198

Little Rock Air Force Base
Building 840, Room 221
Little Rock, AR 72099
(501) 988-1403

Peterson Air Force Base
Education Center
301 West Stewart, Building 1141, room 112
PAFB, CO 80914
(719) 574-1169

U.S. Air Force Academy
Education Services Center
5136 Red Tail Drive
Lower Level - Community Center
USAFA, CO 80840
(719) 472-1583

Woodland Park Center
Woodland Park High School
221 North Baldwin
Woodland Park, CO 80863
(719) 540-7770

Can I Prepare Myself to Take the Compass Tests?

To review before taking or retaking the test or a section of the test, students may request

- a sample packet of questions from any testing center
- a video tape offering arithmetic and algebra review at Centennial or Rampart Range Campuses' LRCs or Math Labs or the Downtown Studio Campus main office
- a video tape on writing, available at the Centennial Campus LRC

For questions about the test results, a program advisor is the best person to consult. If any students feel that their Compass test results do not accurately reflect his/her knowledge and abilities, he/she may retake any or all sections of the test once only at no cost.

What Do My Scores Mean?

Students will be given a printed copy of their test results as soon as they've finished the tests, which usually take about two hours to complete. Compass Test scores will place students in the classes listed next to them.

	<u>Compass</u>	<u>Class</u>
Math		
2000		MAT 036
3000		MAT 066
4000		MAT 100
5000		MAT 105
8000		MAT 121
Reading		
1000		REA 060
2000		REA 090
3000		REA 115
8000		None Needed
English		
1000		ENG 030
2000		ENG 060
3000		ENG 100
8000		ENG 121
Study Skills		
1000		STS 060
1500		STS 060 or STS 100
8000		None Needed

Students can use these scores to determine if they have achieved the basic skill level standards listed under each degree or certificate program description. If they do not meet these standards, they would be well advised to bring their basic skills up to the suggested levels, but may waive the suggested developmental courses by signing a waiver form.

Basic skill level standards mean that, to enter a program, students must either

- have tested higher than the basic skill level standards for their program, or
- successfully complete the indicated basic skills classes, or
- sign a form waiving the basic skills course or courses indicated for their program.

Example: Basic Skill Level Standards: ENG 060 MAT 066 REA 090 STS 060 means that students can enter the program if they have tested higher than these levels, or if they successfully complete ENG 060, MAT 066, REA 090 and STS 060, or if they sign a form waiving these courses.

Prerequisite means that students must either have passed the listed course or have placed at the next level higher on the Compass test.

Example:

Course: MAT 203 Calculus Prerequisite: MAT 202

means that students can enroll in MAT 203 if and only if they have successfully completed MAT 202.

Course: MAT 121 College Algebra I Prerequisite: MAT 105

means that students can enroll in MAT 121 if they have completed MAT 105 or have been assessed at the MAT 121 level.

Corequisite means that students must take the corequired course during the same enrollment period.

Example:

Course: NUR 173 Family Centered Nursing I Corequisite: NUR 171 and NUR 172

means that students must enroll in all three NUR courses; students cannot take just one.

Or concurrent means that students may take the prerequisite for a course during the same semester as the course itself.

Example:

Course: LIT 115 Listed Prerequisite: ENG 121 or concurrent

Either students must successfully complete ENG 121 before taking LIT 115 or

they must enroll in ENG 121 during the same semester as enrolled in LIT 115.

Faculty consent means that students must receive written permission from the faculty or program coordinator of the course before enrolling in it.

Or faculty consent means that students must receive written permission from the faculty or program coordinator of the course before enrolling in it if they have not met the prerequisites.

How Seriously Should I Take the Placement Recommendations of the Compass Test?

Our studies have repeatedly shown that students who take the courses suggested by the Compass tests have much higher rates of success than students who choose to ignore their Compass scores.

The CORE Curriculum

The Colorado Community College and Occupational Education System has entered into a series of agreements between Colorado's Community Colleges and Colorado's four-year colleges and universities on a General Education CORE Transfer Program. The agreements ensure access to higher education for students who wish to meet the lower division general education requirements of most bachelors degrees at a local community college before continuing at a public four-year college or university.

The General Education CORE Transfer Program makes it possible for Pikes Peak Community College students to complete a core of general education curriculum requirements and be guaranteed transfer credit for these classes at Colorado's public four-year colleges or universities. Each CORE course must be completed with a grade of "C" or better. Only courses taken Fall 1988 or after will count toward the CORE.

Associate of Arts Degree (AA)

A. Colorado CORE Curriculum Requirements

I. English/Speech

(9 semester credits required)
ENG 121, ENG 122, SPE 115

II. Mathematics

(3 semester credits required)
Choose from MAT 121, MAT 125, MAT 135, MAT 201, MAT 202

III. Science

(4 semester credits required)
Choose from BIO 105, BIO 111, BIO 112, CHE 101, CHE 102, CHE 111, CHE 112, PHY 105, PHY 111, PHY 112, PHY 211, PHY 212, GEY 111, GEY 121, AST 101, AST 102

IV. Social and Behavioral Sciences

(Choose 9 semester credits from two different disciplines)
Choose from ANT 101, ANT 111, ECO 201, ECO 202, GEO 105, HIS 101, HIS 102, HIS 201, HIS 202, POS 105, POS 111, PSY 101, PSY 102, SOC 101, SOC 102

V. Humanities

(Choose 9 semester credits from two different disciplines)
Choose from ART 110, ART 111, ART 112, HUM 121, HUM 122, HUM 123, LIT 115, LIT 201, LIT 202, MUS 120, MUS 121, MUS 122, THE 105, THE 211, THE 212, PHI 111, PHI 112, PHI 113,

Foreign Language courses numbered 111, 112, 211, 212.

See page 48 for complete PPCC Degree requirements and checklist.

Associate of Science Degree (AS)

A. Colorado CORE Curriculum Requirements

I. English/Speech

(9 semester credits required)
ENG 121, ENG 122, SPE 115

II. Mathematics

(4 semester credits required)
Choose from MAT 121, MAT 125, MAT 201, MAT 202

III. Science

(8 semester credits required)
Choose from BIO 111, BIO 112, CHE 111, CHE 112, PHY 111, PHY 112, PHY 211, PHY 212, GEY 111, GEY 121, AST, 101, AST 102

IV. Social and Behavioral Sciences

(Choose 6 semester credits from two different disciplines)
Choose from ANT 101, ANT 111, ECO 201, ECO 202, GEO 105, HIS 101, HIS 102, HIS 201, HIS 202, POS 105, POS 111, PSY 101, PSY 102, SOC 101, SOC 102

V. Humanities

(Choose 6 semester credits from one or two different disciplines)
Choose from ART 110, ART 111, ART 112, HUM 121, HUM 122, HUM 123, LIT 115, LIT 201, LIT 202, MUS 120, MUS 121, MUS 122, THE 105, THE 211, THE 212, PHI 111, PHI 112, PHI 113,

Foreign Language Courses numbered 111, 112, 211, 212.

See page 50 for complete PPCC Degree requirements and checklist.

Associate of Arts Degree (AA)

The Associate of Arts Degree is designed for students who want a traditional liberal arts education and who intend to transfer to four year colleges and universities. It provides a basis of study in the areas of arts and humanities, communications, or social sciences.

To earn the Associate of Arts Degree, students must complete the following course requirements for a total of 60 semester credit hours, 34 of which must be Colorado CORE (□).

A. Minimum Curriculum Requirements

- I. **English/Speech** (9 credit hours)
ENG 121, ENG 122, SPE 115
- II. **Computer Communication** (3 credit hours)
Choose from CSC 105, 116, or 160
- III. **Mathematics and Science** (9 credit hours)
Mathematics
Choose from approved course list, pg. 46, and include 3 CORE hours
Science
Choose from approved course list, pg. 46, and include 4 CORE hours
- IV. **Social and Behavioral Sciences** (9 credit hours)
From approved CORE list pg. 40 choose 9 CORE hours from two different disciplines. Both categories must be included and include at least one CORE sequence*.
Category 1
Behavioral Science Area {ANT, GEO (except GEO 115) PSY, SOC}
Category 2
Policy Studies Area {ECO, HIS, POS}
- V. **Humanities** (9 credit hours)
From approved course list, pg. 46, choose 9 CORE hours from two different disciplines and include at least one CORE sequence*.
- VI. **Communication Studies or Fine Arts** (3 credit hours)
Choose from approved course list pg. 53
- VII. **Electives** (18 credit hours)
Choose from all categories, pp. 52-54, taking into account suggested courses for a program's "Recommended Track."

*See pages 52-54 for CORE sequence requirements.

B. Other Requirements

1. A minimum of 60 credit hours in a prescribed program of study with a cumulative grade point average of 2.0 (a C average). At least 15 of these credit hours must be earned from PPCC.
2. Only 6 elective credits are allowed in any combination from MIS and PED activity courses.
3. Students may concentrate their study in a specialized area such as speech communication, journalism, or political science. Many "Recommended Tracks" are included in the next section of this catalog.
4. Occupational/technical/vocational courses, whether taken at another institution or at PPCC, are not accepted toward this degree without approval of the chief instructional officer. Approval is given only when it is appropriate to the educational objectives of a student.
5. Courses numbered below 100 normally do not apply toward degrees. Courses numbered ENG 100 through ENG 105, MAT 100 through MAT 105, and STS 100 do not apply toward this degree.

AA Degree Checklist

To avoid any confusion or disappointment, students should fill in this check list when meeting with their advisor. Many options are identified which will fulfill the CORE curriculum requirement for the AA degree.

Minimum Curriculum Requirements:

I. English/Speech (9 credit hours)

ENG 121 _____
 ENG 122 _____
 SPE 115 _____

II. Computer Communication (3 credit hours)

Choose from CSC 105, 116 or 160

III. Mathematics and Science (9 credit hours)

Mathematics

Choose from approved CORE list, pg. 46
 (minimum 3 credit hours)

MAT _____
 MAT _____

Science

Choose from approved CORE list, pg. 46
 (minimum 4 credit hours)

Additional hours from approved elective list pp. 46

IV. Social and Behavioral Science (9 credit hours)

Choose from approved CORE list, pg. 46
 Choose 9 CORE hours from two different disciplines and
 include at least one CORE sequence.

Both categories must be included.

Category 1 – Behavioral Sciences Area

{ANT, GEO (except 115), PSY, SOC}

Category 2 – Policy Studies Area

{ECO, HIS, POS}

V. Humanities (9 credit hours)

Chose from approved CORE list, pg. 46
 Choose 9 CORE hours from two different disciplines and
 include at least one CORE sequence.

VI. Communication Studies or Fine Arts (3 credit hours)

Choose from approved elective list, pp. 53

VII. Electives (at least 18 credit hours)

Choose from all categories on the approved elective course
 list, taking into account suggested courses from a programs
 “Recommended Track.”

Total Credits

CORE Courses (minimum of 34)

Other Courses and Electives

Total Credits Earned Toward AA

(minimum 60 credits)

Associate of Science Degree (AS)

The Associate of Science Degree is designed for students who want an emphasis in natural sciences, mathematics, computer science, pre-engineering, and allied health and who intend to transfer to four-year colleges and universities.

To earn the Associate of Science Degree, students must complete the following course requirements for a total of 60 semester credit hours, 33 of which must be Colorado CORE (□).

A. Minimum Curriculum Requirements

- I. **English/Speech** (9 credit hours)
ENG 121, ENG 122, SPE 115
- II. **Mathematics** (4 credit hours)
Choose from CORE list, pg. 46
- III. **Science** (8 credit hours)
Choose from CORE list, pg. 46
- IV. **Social and Behavioral Sciences** (6 credit hours)
Choose from two different disciplines from CORE list, pg. 46
- V. **Humanities** (6 credit hours)
Choose from one or two different disciplines from CORE list, pg. 46
- VI. **Computer Communication** (3 credit hours)
(CSC 116 or 160)
- VII. **General Electives** (6 credit hours)
Select from elective list, pp. 52-54
- VIII. **Mathematics or Science Electives**
(18 credit hours) Select from elective list, pp. 52

B. Other Requirements

1. A minimum of 60 credit hours in a prescribed program of study with a cumulative grade point average of 2.0 (a C average). At least 15 of these credit hours must be earned from PPCC.
2. Only 6 elective credits are allowed in any combination from MIS and PED activity courses.
3. Students may concentrate their study in a specialized area. "Recommended Tracks" are included in the next section of this catalog.
4. Occupational/technical/vocational courses, whether taken at another institution or at PPCC, are not accepted toward this degree without approval of the chief instructional officer. Approval is given only when it is appropriate to the educational objectives of a student.
5. Courses numbered below 100 normally do not apply toward degrees. Courses numbered ENG 100 through ENG 105, MAT 100 through MAT 105, and STS 100 do not apply toward this degree.

AS Degree Checklist

To avoid any confusion or disappointment, students should fill in this check list when meeting with their advisor. Many options are identified which will fulfill the CORE curriculum requirement for the AS degree.

Minimum Curriculum Requirements:

I. English/Speech (9 credit hours)

ENG 121 _____
 ENG 122 _____
 SPE 115 _____

II. Mathematics (minimum of 4 credits from CORE list, pg. 46)

MAT _____
 MAT _____
 MAT _____
 MAT _____

III. Sciences (minimum of 8 credits from CORE list, pg. 46)

IV. Social and Behavioral Sciences

Choose 6 credit hours from CORE courses from two different disciplines. Choose from approved CORE list, pg. 46

V. Humanities

Choose 6 credit hours from CORE courses from one or two different disciplines. Choose from approved CORE list, pg. 46

VI. Computer Communications (minimum of 3 credit hours)

Choose from CSC 116 or 160

VII. General Electives (at least 6 credit hours)

Choose from all categories on the approved course list, taking into account suggested courses from program's "Recommended Track."

VIII. Mathematics or Sciences Electives (minimum of 18 credit hours)

Total Credits

CORE Courses (minimum of 33)

Other Courses and Electives

Total Credits Earned Toward AS

(minimum 60 credits)

Associate of Arts Degree

Business Option (AA)

To earn the Associate of Arts (Business Option), students must complete the following course requirements for a total of 61 semester credits.

I. English/Speech

(9 semester credits required)
ENG 121, ENG 122, SPE 115

II. Mathematics

(3 semester credits required)
Choose from MAT 121, MAT 125, MAT 135, MAT 201,
MAT 202

III. Science

(4 semester credits required)
Choose from BIO 105, BIO 111, BIO 112, CHE 101,
CHE 102, CHE 111, CHE 112, PHY 105, PHY 111,
PHY 112, PHY 211, PHY 212, GEY 111, GEY 121,
AST, 101, AST 102

IV. Social and Behavioral Sciences

(Choose 9 semester credits from two different disciplines)
Choose from ANT 101, ANT 111, ECO 201, ECO 202,
GEO 105, HIS 101, HIS 102, HIS 201, HIS 202, POS 105,
POS 111, PSY 101, PSY 102, SOC 101, SOC 102

V. Humanities

(Choose 9 semester credits from two different disciplines)
Choose from ART 110, ART 111, ART 112, HUM 121,
HUM 122, HUM 123, LIT 115, LIT 201, LIT 202, MUS 120,
MUS 121, MUS 122, THE 105, THE 211, THE 212,
PHI 111, PHI 112, PHI 113,
Foreign Language courses numbered 111, 112, 211, 212.

VI. Required Business Courses

ACC 121, ACC 122, BUS 115, BUS 216, BUS 217,
BUS 226, CIS 118, ECO 201**, ECO 202**, MAN 226*,
MAR 216*

*Principles of Marketing and Principles of Management will be accepted at four-year institutions provided that the community college student completes the prerequisites (i.e., two accounting courses, one economics course, and business statistics) and has sophomore standing before enrolling in either Principles of Marketing or Principles of Management.

**These courses can be taken as part of the Social and Behavioral Sciences category.

Associate of Science Degree

Business Option (AS)

To earn the Associate of Science Degree (Business Option), students must complete the following course requirements for a total of 61 semester credits.

I. English/Speech

(9 semester credits required)
ENG 121, ENG 122, SPE 115

II. Mathematics

(4 semester credits required)
Choose from MAT 121, MAT 125, MAT 201, MAT 202

III. Science

(8 semester credits required)
Choose from BIO 111, BIO 112, CHE 111, CHE 112,
PHY 111, PHY 112, PHY 211, PHY 212, GEY 111,
GEY 121, AST, 101, AST 102

IV. Social and Behavioral Sciences

(Choose 6 semester credits from two different disciplines)
Choose from ANT 101, ANT 111, ECO 201, ECO 202,
GEO 105, HIS 101, HIS 102, HIS 201, HIS 202, POS 105,
POS 111, PSY 101, PSY 102, SOC 101, SOC 102

V. Humanities

(Choose 6 semester credits from one or two different disciplines)
Choose from ART 110, ART 111, ART 112, HUM 121,
HUM 122, HUM 123, LIT 115, LIT 201, LIT 202, MUS 120,
MUS 121, MUS 122, THE 105, THE 211, THE 212,
PHI 111, PHI 112, PHI 113, Foreign Language
Courses numbered 111, 112, 211, 212.

VI. Required Business Courses

ACC 121, ACC 122, BUS 115, BUS 216, BUS 217,
BUS 226, CIS 118, ECO 201**, ECO 202**, MAN 226*,
MAR 216*

*Principles of Marketing and Principles of Management will be accepted at four-year institutions provided that the community college student completes the prerequisites (i.e., two accounting courses, one economics course, and business statistics) and has sophomore standing before enrolling in either Principles of Marketing or Principles of Management.

**These courses can be taken as part of the Social and Behavioral Sciences category.

Approved Elective Course List for AA/AS Degrees

Courses designated with are CORE courses. All courses may be used as electives and are generally transferable. Please check with the receiving institution for details.

I. English/Speech

		Credits
ENG121, 122	English Composition I,II	<input type="checkbox"/> 3,3
131, 132	Technical Writing I, II	3,3
221-222	Creative Writing I,II	3,3
226	Fiction Writing	3
227	Poetry Writing	3
SPE 115	Principles of Speech Communication	<input type="checkbox"/> 3
125	Interpersonal Communication	3
216	Advanced Public Speaking	3
217	Group Communication	3
225	Organizational Communication	3

II. Mathematics

MAT 121	College Algebra	<input type="checkbox"/> 4
122	College Trigonometry	3
123	Precalculus	5
124	Finite Mathematics	3
125	Survey of Calculus	<input type="checkbox"/> 4
135	Introduction to Statistics (AA only)	<input type="checkbox"/> 3
165	Discrete Structures	3
201,202	Calculus I,II	<input type="checkbox"/> 5,5
203	Calculus III	4
255	Linear Algebra	3
265	Differential Equations	3

III. Science

AST 101,102	Astronomy I,II	<input type="checkbox"/> 4,4
BIO 105	Science of Biology (AA only)	<input type="checkbox"/> 4
110	Foundations of College Biology	5
111,112	General College Biology I,II	<input type="checkbox"/> 5,5
123	Foundations of Microbiology	3
130	Environmental Biology	3
133	Ecology	4
134	Plant Taxonomy	4
141,142	Applied Anatomy, Physiology, and Disease Processes I, II	5,4
151,152	Introduction to Nutrition I,II	3,3
201,202	Human Anatomy and Physiology I,II	4,4
205	Microbiology	5
207	Genetics	4
225	Zoology	5
226	Botany	5
CHE 101,102	Introduction to Chemistry I,II (AA only)	<input type="checkbox"/> 5,5
111,112	General College Chemistry I,II	<input type="checkbox"/> 5,5
211,212	Organic Chemistry I,II	5,5
CSC 105	Computer Literacy	3
116	Problem Solving With Excel	3
148	FORTTRAN Programming	3
160	Computer Science I	4
161	Computer Science II	4
165	Discrete Structures	3
225	Computer Organization	4
255	Computer Programming Languages	3
266	VAX Assembly Language	3
GEY 105	Geology of the National Parks	3
106	Principles of Geology	3
111	Physical Geology	<input type="checkbox"/> 4
121	Historical Geology	<input type="checkbox"/> 4
141	Landscapes of North America	3
146	The Earth Revealed: Introductory Geology	4
PHY 111,112	Physics: Algebra-Based I,II	<input type="checkbox"/> 5,5
211,212	Physics: Calculus-Based I,II	<input type="checkbox"/> 5,5
SPS 101	Spaceflight	3

IV. Social and Behavioral Sciences

ANT 101	Cultural Anthropology	<input type="checkbox"/> 3
107	Introduction to Archaeology	3
111	Physical Anthropology	<input type="checkbox"/> 3
211	Cultural Resource Management	3
221	Anthropology of Religion	3
251	The Study of Folklore	3
266	Ethnographic Field Study:	1-3
ECO 106	Consumer Economics	3
201	Principles of Macroeconomics	<input type="checkbox"/> 3
202	Principles of Microeconomics	<input type="checkbox"/> 3
205	Contemporary Economic Issues	3
GEO 105	World Regional Geography	<input type="checkbox"/> 3
106	Human Geography	3
111	Physical Geography: Landforms	3
112	Weather and Climate	4
113	Economic Geography	3
125	Geography of Colorado	3
206	Introduction to Cartography	4
HIS 101,102	Western Civilization I,II	<input type="checkbox"/> 3,3
116	The Native American Experience	3
136	The Southwest United States	3
137	Contemporary World History	3
201,202	U.S. History I,II	<input type="checkbox"/> 3,3
205	American Environmental History	3
206	U.S. History and Family Genealogy	3
215	Women in U.S. History	3
225	Colorado History	3
235	The American West	3
236	Contemporary U.S. History	3
241	History of the Pikes Peak Area	2
POS 105	Introduction to Political Science	<input type="checkbox"/> 3
111	American Government	<input type="checkbox"/> 3
125	American State and Local Government	3
205	International Relations	3
206	Environmental Policy	3
207	The United States in Current World Affairs	3
212	Comparative Politics of Developing Nations	3
215	Current Political Issues	3
216	Comparative Government	3
PSY 101,102	General Psychology I,II	<input type="checkbox"/> 3,3
106	Human Relations	3
115	Psychology of Adjustment	3
215	The Criminal Mind	3
217	Human Sexuality	3
226	Social Psychology	3
227	Death and Dying	3
235	Human Growth and Development	3
243	Behavior Modification	3
246	Psychology of Women and Men	3
247	Child Abuse and Neglect	3
250	What is Normal?	1
255	Psychology of the Exceptional Child	3
260	Psychology of Aging	3
265	Psychology of Personality	3
SOC 101,102	Introduction to Sociology I,II	<input type="checkbox"/> 3,3
205	Marriage and Family	3
206	Single Life: Divorce & Widowhood	3
215	Contemporary Social Problems	3
218	Sociology of Minorities	3
231	Deviant Behavior	3
232	Juvenile Delinquency	3
236	Age and the Aged	3
250	Chicanos in a Changing Society	3

V. Humanities

ART	110	Art Appreciation	□	3
	111, 112	Art History I, II	□	3
	131	Design I		3
	132	Design II		3
	135	Computer Graphics I		3
	205	Film Studies		3
CHN	111,112	Chinese I, II	□	5,5
	211	Chinese III	□	3
FRE	111,112	French I,II	□	5,5
	211,212	French III,IV	□	3,3
GER	111,112	German I,II	□	5,5
	211,212	German III,IV	□	3,3
HUM	121,122,123	Survey of Hum. I,II,III	□	3,3,3
	137	The Arts and Cultures of Mexico		3
	201	20th Century American Arts		3
	235	Pre-Columbian Indian Arts		3
	236	North American Indian Arts		3
	237	Hispanic Arts of the Southwest		3
	238	Sacred Images, Sacred Spaces		3
	266	Culture Studies		1-3
ITA	111,112	Italian I, II	□	5,5
	211,212	Italian III, IV	□	3,3
JPN	111,112	Japanese I,II	□	5,5
	211,212	Japanese III, IV	□	3
LIT	115	Introduction to Literature	□	3
	121	Survey of Mythology		3
	125	Study of the Short Story		3
	201,202	Masterpieces of Literature I,II	□	3,3
	211,212	Survey of American Literature I,II		3,3
	221,222	Survey of British Literature I,II		3,3
	255	Children's Literature		3
	265	Native American Literature		3
	270	Celtic Literature and Art		2
MUS	100	Fundamentals of Music Theory		3
	101,102	Music Theory I,II		4,4
	120	Music Appreciation	□	3
	121,122	Introduction to Music History I,II	□	3,3
	123	American Music: Ragtime Through Rock		3
	131	Performance Class I-V		1
	141, 142, 143, 144, 145	Private Instruction I,II,III,IV,V		1,1,1,1,1
	151, 152, 153, 154	Ensemble Groups I,II,III,IV		1,1,1,1
PHI	105	Millennium Studies		3
	111	Introduction to Philosophy	□	3
	112	Ethics	□	3
	113	Logic	□	3
	114	Philosophy of Religion		3
	115	Comparative Religions		3
	155	Philosophy East and West		3
	205	Environmental Ethics		3
	215	Philosophy and Contemporary Issues		3
	255	Eastern Wisdom		3
RUS	111,112	Russian I,II	□	5,5
SPA	111,112	Spanish I,II	□	5,5
	211,212	Spanish III,IV	□	3,3
	266	Culture Studies		3
SPE	216	Advanced Public Speaking		3
	217	Group Communication		3
THE	105	Introduction to the Theatre Arts	□	3
	211,212	Development of Theatre I,II	□	3,3

VI. Communication Studies

ART	150	Fundamentals of Photography		3
	151	Photography I		3
	205	Film Studies		3
JOU	101	Broadcasting I		3
	102	Introduction to Editing		3
	105	Introduction to Mass Media		3
	106	Fundamentals of Reporting		3
	109	Introduction to Desktop Publishing		4
	111	Introduction to Print Media Advertising		4
	121	Introduction to Print Media Photography		3
	201	TV Production		3
	206	Intermediate Newswriting and Editing		3
	215	Publications Production and Design		3
	221,222	Newspaper Design I,II		3,3
	231	Introduction to Public Relations		4
	241	Magazine Article Writing		3
SPE	125	Interpersonal Communication		3
	216	Advanced Public Speaking		3
	217	Group Communication		3
	225	Organizational Communication		3

VII. Fine Arts

ART	114	Folk Arts of Latin America		3
	121,122	Drawing I,II		3,3
	131,132	Design I, II		3,3
	135	Computer Graphics I		3
	141,142	Jewelry & Metalwork I, II		3,3
	150	Fundamentals of Photography		3
	151	Photography I		3
	161,162	Ceramics I,II		3,3
	163,164	Handbuilt Clay I, II		3,3
	261,262	Ceramics III, IV		3,3
	205	Film Studies		3
	211,212	Painting I,II		3,3
	224, 225	Sculpture I, II		3,3
	228	Printmaking I		3,3
	231,232	Watercolor I,II		3,3
	266	Culture Studies		3
	270,271	Figure Drawing I,II		3,3
	273, 274	Figure Painting I, II		3,3
DAN	111,112,113	Modern Dance I,II,III		1,1,1
	121,122,123	Jazz Dance I,II,III		1,1,1
	125	History of Dance I		3
	131,132,133	Ballet I,II,III		1,1,1
	141	Regional Dances		1
ENG	201, 202, 203, 204	Creative Writing I, II, III, IV		4,4,4,4
MUS	100	Fundamentals of Music Theory		3
	101,102	Music Theory I,II		4,4
	123	American Music: Ragtime through Rock		3
	131	Performance Class I-V		1
	141,142,143,144,145	Private Instruction I, II, III, IV, V		1,1,1,1,1
	151,152,153,154	Ensemble Groups I,II,III,IV		1,1,1,1
THE	111,112	Acting I,II		3,3
	121	Set Design: Film and Theatre		3
	131,132	Theatre Production I,II		2,2
	135	Theatre Make-up		1-2
	216	Theatre Lighting		3
	218	Readers Theatre		3
	231,232	Theatre Production III,IV		2,2
	241,242	Intermediate Acting I,II		3,3

VIII. Physical Education

PED	101	Body Toning	1
	110	Physical Education Activities	1
	170	Fit'N'Healthy	1
	201	Intro. to Health, Physical Ed., and Recreation	3
	202	Community Recreation and Leadership	3
	213	Sports Officiating	2

IX. Computing Skills

CSC	105	Computer Literacy	3
	116	Problem Solving With Excel	3
	148	FORTRAN Programming	3
	160	Computer Science I:	4
	161	Computer Science II:	3
	165	Discrete Structures	3
	225	Computer Organization	4
	240	ADA Programming	3
	255	Computer Programming Languages	4
	266	VAX Assembly Language	3
CIS	110	Introduction to PC Operating Systems: DOS	2
	115	Introduction to Computer Information Systems	3
	150	Introduction to PC Spreadsheet: Excel	1
	152	Advanced PC Spreadsheet: Excel	1
	165	RPG Programming	3
	166	Visual Basic Programming	3
	260	COBOL Programming	3
	261	Advanced COBOL Programming	3

NOTE: There are additional career-related courses which may serve as electives for the AA/AS degrees. See list below.

Business/Management

ACC	121	Principles of Accounting I	4
ACC	122	Principles of Accounting II	4
BUS	115	Introduction to Business	3
BUS	216	Legal Environment of Business	3
BUS	217	Business Communications and Report Writing	3
BUS	226	Business Statistics	3
CIS	118	Introduction to PC Applications	3
CIS	261	Advanced COBOL Programming	3
*MAN	226	Principles of Management	3
*MAR	216	Principles of Marketing	3

*Principles of Marketing and Principles of Management will be accepted at four-year institutions provided that the community college student completes the prerequisites (i.e., two accounting courses, one economics course, and business statistics) and has sophomore standing before enrolling in either Principles of Marketing or Principles of Management.

Criminal Justice

CRJ	110	Introduction to Criminal Justice	3
	111	Substantive Criminal Law	3
	210	Constitutional Law	3
	230	Criminology	3

Early Childhood Professions

ECP	101	Introduction to Early Childhood Professions	3
	115	Creativity and the Young Child	4

Education

EDU	201	Introduction to Education	3
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Military Science

MIS	101	Introduction to Leadership and Management	1
	102	Fundamentals of Leadership and Management	1
	201	Applied Leadership & Counseling	1

CORE sequences in bold type.

Associate of Applied Science Degree (AAS)

This two-year degree provides career skills to enable students to enter the job market after graduation, retrain in a new career, or upgrade employment skills. Occupational courses are designed to meet these needs instead of transferring to four-year institutions; however, many four-year institutions accept some of these courses. Check with the other college or university if planning to transfer these courses. CORE Courses (□) are eligible for transfer.

Requirements

1. A minimum of 60 credit hours in a prescribed program of study with a cumulative grade point average of 2.0 (a C average). At least 15 of these credit hours must be earned from PPCC. See specific degree program for additional requirements.
2. A minimum of 15 credit hours (of the 60 total) of general education courses from list will be chosen by the faculty for specific degrees.
3. Degree is intended to prepare students to enter skilled and/or paraprofessional occupations and is not intended for transfer toward a baccalaureate degree; however, some courses may transfer to some institutions. Academic advisors should be consulted for further information.
4. Courses used as electives in meeting degree requirements and taken in addition to those courses specified in a particular program are not accepted toward this degree without approval of the chief instructional officer. Approval is given only when it is appropriate to the educational objectives of a student.
5. A maximum of 4 credit hours in any combination of MIS and PED activity courses.
6. Specific degree requirements are listed with each program in the next section of this catalog.
7. Courses numbered below 100 normally may not apply toward degrees.

General Education Electives for AAS Degree

These courses are approved as meeting the general education requirements for the AAS degree with limitations noted. Credits must be earned in at least three of the categories specified below.

English/Speech

		Credits
ENG 121,122	English Composition I,II	□ 3,3
	131 Technical Writing	3
SPE 115	Principles of Speech Communication	3
	225 Organizational Comm.	3

Mathematics and Science

MAT 105	Intermediate Algebra	5
	110 Basic Finite Mathematics	3
	121 College Algebra	□ 4
	122 College Trigonometry	3
	124 Finite Mathematics	3
	125 Survey of Calculus	□ 4
	135 Introduction to Statistics	□ 3
	150 Basic Geometry	3
	151,152 Technical Mathematics I,II	4,3
	153 Statistical Techn. for Quality Contr.	4
	156 Problem Solving in College Math	4
	201,202 Calculus I,II	□ 5,5
AST 101,102	Astronomy I,II	□ 4,4
BIO 105	Science of Biology	□ 4
	110 Foundations of College Biology	5
	111,112 General College Biology I,II	5,5
	130 Environmental Biology	3
	133 Ecology	4
	141 Applied Anatomy, Physiology, and Disease Processes I	5
	151,152 Introduction to Nutrition I,II	3,3
	201,202 Human Anatomy and Physiology I,II	4,4
CHE 101,102	Introduction to Chemistry I,II	□ 5,5
	111,112 General College Chemistry I,II	□ 5,5
CSC 105	Computer Literacy	3
	116 Problem Solving With BASIC	3
GEY 106	Principles of Geology	3
	111 Physical Geology	□ 4
	121 Historical Geology	□ 4
	145 The Earth Revealed: Intro. Geology	3
PHY 111,112	Physics: Algebra-Based I,II	□ 5,5
	121,122 Applied Physics I,II	8,8
	133 Technical Physics	5
	211,212 Physics: Calculus-Based I,II	□ 5,5
SPS 101	Spaceflight	3

Social and Behavioral Sciences

ANT 101	Cultural Anthropology	□ 3
	111 Physical Anthropology	□ 3
ECO 106	Consumer Economics	3
	201 Principles of Macroeconomics	□ 3
	202 Principles of Microeconomics	□ 3
	205 Contemporary Economic Issues	3
	225 Money and Banking	3
GEO 105	Geography	□ 3
	106 Human Geography	3
	113 Economic Geography	3
HIS 101,102	Western Civilization I,II	□ 3,3
	201,202 U.S. History I,II	□ 3,3
POS 105	Introduction to Political Science	□ 3
	111 American Government	□ 3
	125 Amer. State and Local Government	3
	205 International Relations	3
	207 The United States in Current World Affairs	3

PSY 101,102	General Psychology I,II	□ 3,3
	106 Human Relations	3
	115 Psychology of Adjustment	3
	226 Social Psychology	3
	235 Human Growth and Development	3
SOC 101,102	Introduction to Sociology I,II	□ 3,3
	205 Marriage and Family	3
	215 Contemporary Social Problems	3
	218 Sociology of Minorities	3

Humanities

ART 106	Art and the Human Form	3
	110 Art Appreciation	□ 3
	111 Art History I	□ 3
	112 Art History II	□ 3
FRE 111,112	French I,II	□ 5,5
	211,212 French III,IV	□ 3,3
GER 111,112	German I,II	□ 5,5
	211,212 German III,IV	□ 3,3
HUM121,122,123	Survey of Humanities I,II,III	□ 3,3,3
	201 20th Century American Arts	3
LIT 115	Introduction to Literature	□ 3
	125 Study of the Short Story	3
	201,202 Masterpieces of Literature I,II	□ 3,3
	211,212 Survey of American Literature I,II	3,3
MUS 120	Music Appreciation	□ 3
	121,122 Intro. to Music History I,II	3,3
	123 Amer Music: Ragtime Thru Rock	3
PHI 111	Introduction to Philosophy	□ 3
	112 Ethics	□ 3
	113 Logic	□ 3
	114 Philosophy of Religion	3
	115 Comparative Religions	3
	118 Personal Decision Making	3
RUS 111,112	Russian I, II	□ 5,5
SPA 111,112	Spanish I,II	□ 5,5
	211,212 Spanish III,IV	□ 3,3
SPE 115	Prin. of Speech Communication	□ 3
	125 Interpersonal Communication	3
	217 Group Discussion	3
	225 Intro to Organizational Communication	3
THE 105	Introduction to the Theatre Arts	□ 3
	211,212 Development of Theatre I,II	□ 3,3

Other General Education

BUS 105	Business Mathematics	4
	115 Introduction to Business	3
CIS 110	Microcomputer Operating Systems	3
	115 Introduction to Computers	3
	118 Microcomputer Applications	3
CSC 105	Computer Literacy	3
PED	Any PED course	3

Associate of General Studies Degree (AGS)

The Associate of General Studies

The Associate of General Studies degree provides an educational plan for the student to create a personalized program. It allows the blending of both career and transfer courses without the constraints of specialization. Transferability of the AGS depends upon the courses taken and the receiving institutions.

This degree requires at least 30 semester hours of general education courses. Fifteen semester hours must come from the Colorado CORE curriculum. In addition, students consult with an advisor and select 30 semester hours of open electives. They may include general education courses and/or occupational technical courses. The selected courses must not be considered developmental.

Requirements

1. A minimum of 60 credit hours of course work.
2. 30 credits of general education with 15 credits from CORE (□) Courses.
3. A cumulative grade point average of 2.0 (a C average).
4. At least 15 of these credit hours must be earned from PPCC.
5. Courses numbered below 100, ENG 100-105, MAT 100-105, and STS 100 do not apply toward this degree.

AGS Degree Checklist

To avoid any confusion or disappointment, students should fill in this check list when meeting with their advisor. Many options are identified which will fulfill the CORE curriculum requirement for the AGS degree.

Minimum Curriculum Requirements:

(NOTE: Sections I & II must have a minimum of 15 credit hours of CORE (□) courses.)

I. General Education (15 credit hours)

English (3 credit hours)

ENG 121 or ENG 131 _____

Mathematics (3 credit hours)

MAT 110 or higher _____

Science (3 credit hours)

Social and Behavioral Science (3 credit hours)

Humanities (3 credit hours)

II. General Education Electives (15 credit hours)

II. Open Electives (30 credit hours)

Total Credits (minimum 60 credits) _____

I. General Education (30 Credits - 15 CORE)
(Minimum of 3 credits from English/Speech, Mathematics, Science, Social and Behavioral Sciences and Humanities)

		Credits		
English (minimum 3 credit hours)				
ENG	121 English Composition I	<input type="checkbox"/>	3	
	or			
	131 Technical Writing		3	
Mathematics (minimum 3 credit hours)				
MAT	110 Basic Finite Mathematics		3	
	121 College Algebra	<input type="checkbox"/>	4	
	124 Finite Mathematics		3	
	125 Survey of Calculus	<input type="checkbox"/>	4	
	135 Introduction to Statistics (AA only)	<input type="checkbox"/>	3	
	150 Basic Geometry		3	
	151, 152 Technical Mathematics II, II		4,3	
	156 Problem Solving in College Mathematics		4	
	201,202 Calculus I,II	<input type="checkbox"/>	5,5	
Science (minimum 3 credit hours)				
AST	101,102 Astronomy I,II	<input type="checkbox"/>	4,4	
BIO	105 Science of Biology (AA only)	<input type="checkbox"/>	4	
	110 Foundations of College Biology		5	
	111,112 General College Biology I,II	<input type="checkbox"/>	5,5	
	130 Environmental Biology		3	
	133 Ecology		4	
	141 Applied Anatomy, Physiology, and Disease Processes I		5	
	151,152 Introduction to Nutrition I, II		3,3	
	201,202 Human Anatomy and Physiology I,II		4,4	
	226 Botany		5	
CHE	101,102 Introduction to Chemistry I,II (AA only)	<input type="checkbox"/>	5,5	
	110 Foundations of College Chemistry		4	
	111,112 General College Chemistry I,II	<input type="checkbox"/>	5,5	
GEY	106 Principles of Geology		3	
	111 Physical Geology	<input type="checkbox"/>	4	
	121 Historical Geology	<input type="checkbox"/>	4	
	141 Landscapes of North America		3	
	145 The Earth Revealed: Introductory Geology		3	
PHY	111,112 Physics: Algebra-Based I,II	<input type="checkbox"/>	5,5	
	121,122 Applied Physics I, II		8,8	
	211,212 Physics: Calculus-Based I,II	<input type="checkbox"/>	5,5	
Social and Behavioral Sciences (minimum 3 credit hours)				
ANT	101 Cultural Anthropology	<input type="checkbox"/>	3	
	111 Physical Anthropology	<input type="checkbox"/>	3	
ECO	106 Consumer Economics		3	
	201 Principles of Macroeconomics	<input type="checkbox"/>	3	
	202 Principles of Microeconomics	<input type="checkbox"/>	3	
GEO	105 World Regional Geography	<input type="checkbox"/>	3	
	106 Human Geography		3	
	111 Physical Geography: Landforms		3	
	113 Economic Geography		3	
HIS	101,102 Western Civilization I,II	<input type="checkbox"/>	3,3	
	137 Contemporary World History		3	
	201,202 U.S. History I,II	<input type="checkbox"/>	3,3	
	236 Contemporary U.S. History		3	
POS	105 Introduction to Political Science	<input type="checkbox"/>	3	
	111 American Government	<input type="checkbox"/>	3	
	125 American State and Local Government		3	
	205 International Relations		3	
	207 U. S. in Current World Affairs		3	
PSY	101,102 General Psychology I,II	<input type="checkbox"/>	3,3	
	106 Human Relations		3	
	115 Psychology of Adjustment		3	
	226 Social Psychology		3	
SOC	101,102 Introduction to Sociology I,II	<input type="checkbox"/>	3,3	
	205 Marriage and Family		3	

215	Contemporary Social Problems	3
218	Sociology of Minorities	3

Humanities (minimum 3 credit hours)

ART	110 Art Appreciation	<input type="checkbox"/>	3
	111 Art History I	<input type="checkbox"/>	3
	112 Art History II	<input type="checkbox"/>	3
CHN	111,112 Chinese I, II	<input type="checkbox"/>	5,5
FRE	111,112 French I,II	<input type="checkbox"/>	5,5
	211,212 French III,IV	<input type="checkbox"/>	3,3
GER	111,112 German I,II	<input type="checkbox"/>	5,5
	211,212 German III,IV	<input type="checkbox"/>	3,3
HUM	121,122,123 Survey of Hum. I,II,III	<input type="checkbox"/>	3,3,3
JPN	111,112 Japanese I,II	<input type="checkbox"/>	5,5
LIT	115 Introduction to Literature	<input type="checkbox"/>	3
	125 Study of the Short Story		3
	201,202 Masterpieces of Literature I,II	<input type="checkbox"/>	3,3
	211,212 Survey of American Literature I, II		3,3
MUS	120 Music Appreciation	<input type="checkbox"/>	3
	121,122 Introduction to Music History I,II	<input type="checkbox"/>	3,3
PHI	111 Introduction to Philosophy	<input type="checkbox"/>	3
	112 Ethics	<input type="checkbox"/>	3
	113 Logic	<input type="checkbox"/>	3
	114 Philosophy of Religion		3
	115 Comparative Religions		3
	118 Personal Decision Making		3
RUS	111,112 Russian I,II	<input type="checkbox"/>	5,5
SPA	111,112 Spanish I,II	<input type="checkbox"/>	5,5
	211,212 Spanish III,IV	<input type="checkbox"/>	3,3
SPE	115 Principles of Speech Communication	<input type="checkbox"/>	3
	125 Interpersonal Communication		3
	217 Group Communication		3
	225 Organizational Communication		3
THE	105 Introduction to the Theatre Arts	<input type="checkbox"/>	3
	211,212 Development of Theatre I,II	<input type="checkbox"/>	3,3

Additional General Education Electives

BUS	105 Business Mathematics	4	
	115 Introduction to Business	3	
CIS	110 Microcomputer Operating Systems	3	
	115 Introduction to Computers	3	
	118 Introduction to Microcomputer Applications	3	
CSC	105 Computer Literacy	3	
ENG	122 English Composition II	<input type="checkbox"/>	3

Electives (30 credit hours)

These may include courses from general education sources, AA/AS electives (pp. 52-54), and/or occupational/technical courses. The selected courses must not be considered developmental.

NOTE: Refer to page 64 for Art for Artisans' "Recommended Track."

Certificate of Achievement

Occupational training is available in fewer than two years through our certificate programs. Certificates of Achievement are awarded for several types of training outlined in the next section of this catalog. Certificate programs vary in length from one to three academic terms.

Requirements

1. Satisfactory completion of a prescribed program of study with a cumulative grade point average of 2.0 (a C average).
2. A minimum of 6 credit hours in the area of specialization earned from PPCC for programs requiring 6 hours or more.
3. Courses numbered below 100 normally may not apply toward certificates.

	Rec. Track	AAS Deg.	Cert.	Pg.
Business Kathryn G. Lehner, Dean • Phone: 540-7258, 538-5200 Karla J. Rodie, Assistant Dean Carl J. Sonntag, Assistant Dean				
Accounting Judy Jager		X	X	60
Business Administration* Charles F. Bowles • Robert R. Bricker • Raenelle S. Hanes Sharon Meyer • John R. Rodwick • Carl J. Sonntag		X		67
*Emphasis Areas Business Administration				
Business Foundations Charles F. Bowles • Robert R. Bricker • Raenelle S. Hanes Sharon Meyer • John R. Rodwick • Carl J. Sonntag		X	X	70
Customer Service Robert R. Bricker • Raenelle S. Hanes		X	X	75
Entrepreneurial Charles F. Bowles		X	X	81
Financial Services Carl J. Sonntag		X	X	85
Hospitality Robert R. Bricker		X	X	88
International Business Sharon Meyer		X	X	91
Management Charles F. Bowles • Sharon Meyer John R. Rodwick • Carl J. Sonntag		X	X	95
Marketing Robert R. Bricker		X		96
Office Administration Raenelle S. Hanes • Janice A. Larson Karla J. Rodie		X	X	104
Real Estate Charles Albrecht		X	X	111
Supervision Carl J. Sonntag		X	X	115
Cisco Networking Academy Richard Reynolds • Mark Laskowski			X	71
Computer Information Systems Mike Blackson • Jennifer Jirous • Mark Laskowski Diane Pirraglia • Stephen Walth		X	X	71
Economics Russell Flora	X			77
Legal Assistant Janice A. Larson		X		94
Networking Technology David Walters		X	X	101
Office Training Fast Track Jeanette Walgren • Thelma Wiebke			X	104
Travel Industry Robert R. Bricker				197

Communications, Humanities, and Social Sciences

Jane Abbott, Ph.D., Dean • Phone: 540-7300, 538-5300
Lois Kline, Ph.D., Assistant Dean

Anthropology Ronda Burkhart	X			61
Art Stephanie Mulliken	X			63
English Chris Clendenin • Paul Dougan • Deidre Farrington Barbara Graves • Cathy Henrichs • Mary Hiltbrand Janele Johnson • Annette Lyttle • Mark Miller, Ph.D.	X			81
English Language Institute Jean Echevarria				153
Foreign/Native Language Kathryn Birkhead • Tim Davis	X			86
Geography Mary Hayden	X			86
History Wayne Artis • Katherine Scott Sturdevant	X			88
Humanities Chris Clendenin • Cathy Henrichs Mary Hiltbrand • Nancy McCollum	X			89
Journalism Janet Rohan	X			92
Latin American Studies Nancy McCollum	X			93
Music Michael Stansbery				178
Philosophy Ruth Beardsley, Ph.D. • Richard Trussell				185
Political Science Leonard Riley, II	X			105
Psychology John Andrade • Stefanie Bell Cindy Kamilar, Ph.D. • Calvin Toombs Michael Trumball, Ph.D.	X			108
Social Work Calvin Toombs	X			112
Sociology Joanna Grey • Blanche Hughes, Ph.D.	X			112
Southwest Studies Nancy McCollum	X			113
Speech Hal Bergeson, Ph.D. • Steven Collins • Lois Kline, Ph.D.	X			114
Theatre Michael Stansbery	X			115
Corporate, Workforce, and Economic Development Deborah Sagen, Director • Phone: 527-6052				
Deaf Studies Lindsey Antle, Director • Phone: 540-7210/TTY 540-7081				
Interpreter Preparation		X		91

	Rec. Track	AAS Deg.	Cert.	Pg.
Developmental Studies				
Jo Berger, Ed.D. Dean • Phone: 540-7320, 538-5340				
Mathematics, Sciences, and Health Sciences				
Judy D. Baros, Dean • Phone: 540-7393, 538-5400				
Astronomy Robert McMullen				132
Biological Sciences Karla Belew • Robert Henderson Robert W. McMullen • Albert L. Threlfall	X			66
Chemistry Juan-Carlos Herraiez • Evan McHugh	X			70
Computer Science Michael Simpson	X			72
Dental Assisting Anne Maestas • Frank Delgesso		X	X	75
Emergency Medical Technician-B David Wells			X	79
Emergency Medical Technology-Paramedic David Wells		X		80
Geology Robert McMullen	X			87
Mathematics Sharon Butler • Deric Davenport • Leonard L. Heath	X			96
Medical Office Technology Barbara Burke		X	X	96
Medical Transcriptionist Barbara Burke			X	97
Nursing Cynthia Askvig • Margaret Banning • Linda Roan Kathleen Seehafer • Sandra Zettel-Clark		X		102
Physics Robert McMullen	X			104
Pre-Allied Health Robert McMullen	X			106
Pre-Engineering Sharon Butler	X			107
Pre-Med Professions Robert McMullen	X			107
Space Science Robert McMullen	X			113
Military Programs				
Bart Guthrie, Assistant Director • Phone: 540-7740				
Upholstery Al Dierdorf			X	116
Technical, Industrial and Service Occupations				
Margarette Goodwin Dahl, Dean • Phone: 540-7346				
Advanced Manufacturing Systems Technology George W. Shaiffer		X		60
Architectural Drafting Thomas E. Kelly • William H. Wysong, Jr.			X	62

	Rec. Track	AAS Deg.	Cert.	Pg.
Architecture and Construction Technology Thomas E. Kelly • William H. Wysong, Jr.		X		62
Art for Artisans Stefanie Mulliken	X			64
Auto Collision Repair Wade Knight		X	X	65
Automotive Technology/Diesel Joe Magnuson • James L. McCarty Larry Schneider		X	X	65
Computer Aided Drafting (CAD) Austin Bryan		X		71
Criminal Justice Michael Ensminger • Larry Iverson Kenneth Jones • Colins McLean		X	X	73
Culinary Arts Rob Hudson		X		74
Early Childhood Professions Michelle Bender • Cynthia Webster-Buckley		X	X	76
Electronics Technology Clarence S. Emenheiser • George W. Shaiffer		X		78
Energy Management and Control Systems Technology Clarence S. Emenheiser		X		80
Environmental Health and Safety		X	X	82
Facilities Maintenance Technology Management Robert P. Smith		X		83
Farrier Science Franklin Moore			X	84
Fire Science Technology Lonnie Inzer • Bob Burton		X	X	85
Integrated Circuit Fabrication Phil Myers		X	X	89
Interior Design Ruth Garrett Graul		X		90
Law Enforcement Academy Ken Jones			X	105
Machining Technology Bill Johnson • Roger Weitzel		X	X	94
Natural Resource Technology Anne Cummings • Ruth-Ann Larish		X	X	98
Radio, Television, Telecommunications Production Kurt M. Grow • Dick Chase		X	X	108
Social Services Technician		X	X	111
Visual Communications Sandra K. Laxson • Robert L. Olson • Jenna Shearn		X	X	116
Welding Ed Golding • Scott Mannering		X	X	118

Educational Programs

Accounting

Recommended basic skills standards are

- ENG 100
- MAT 036
- REA 090
- STS 060

Graduates of this program are prepared to enter an accounting career. Accountants work for business, industry, and various governmental agencies.

Students may complete deficiencies concurrently with the beginning courses in the program. Students not meeting a course prerequisite must have instructor permission to enroll.

Associate of Applied Science Degree

ACC 121	Principles of Accounting I	4
ACC 122	Principles of Accounting II	4
ACC 138	Payroll Accounting	2
ACC 150	Introduction to PC Spreadsheet: Excel	1
ACC 151	Intermediate PC Spreadsheet: Excel	1
ACC 152	Advanced PC Spreadsheet: Excel	1
ACC 205	Computerized Accounting	3
ACC 211	Intermediate Accounting I	4
ACC 212	Intermediate Accounting II	4
BTE 108	Ten Key by Touch*	1
BUS 216	Legal Environment of Business	3
BUS 217	Business Communications and Report Writing	3
		<u>31</u>

Accounting Electives:

Choose 7 hours from the following courses:

ACC 222	Federal Income Tax	4
ACC 225	Accounting for Governmental and Nonprofit Organizations	3
ACC 226	Cost Accounting	4
		<u>7</u>

Other Electives:

Choose 6 hours from the following courses:

BUS 171	Cooperative Work Experience I/Internship I	3
CIS 110	Introduction to PC Operating Systems: DOS	2
CIS 112	Introduction to Windows: '98	1
CIS 120	Word Processing I: Word or WordPerfect (WIN)	3
CIS 130	Introduction to the Internet	2
CIS 131	Introduction to Web Authoring: HTML	1
CIS 140	Introduction to PC Database: Access	1
CIS 141	Intermediate PC Database: Access	1
CIS 142	Advanced PC Database: Access	1
		<u>6</u>

General Education Courses:

BUS 105	Business Mathematics	4
BUS 115	Introduction to Business	3
CIS 118	Introduction to PC Applications	3
ECO 201	Principles of Macroeconomics	3
SPE 115	Principles of Speech Communication	3
		<u>16</u>

Total Credit Hours 60

* If you are proficient in ten key by touch, contact your advisor for testing instructions.

Certificate

The accounting certificate program is designed to allow students to become proficient in using the computer for basic bookkeeping and spreadsheet applications. Students will also be prepared to accomplish normal office procedures.

ACC 110	Business Records	3
	or	
ACC 121	Principles of Accounting I	(4)
ACC 138	Payroll Accounting	2
ACC 150	Introduction to PC Spreadsheet: Excel	1
ACC 151	Intermediate PC Spreadsheet: Excel	1
ACC 152	Advanced PC Spreadsheet: Excel	1
ACC 205	Computerized Accounting	3
*BTE 108	Ten Key by Touch	1
BUS 105	Business Mathematics	4
BUS 115	Introduction to Business	3
CIS 118	Introduction to PC Applications	3
ENG 121	English Composition I	3
		<u>25-26</u>

Electives:

Choose 6 hours from the following courses:

ACC 122	Principles of Accounting II	4
CIS 110	Introduction to PC Operating System: DOS	2
CIS 120	Word Processing I: Word or WordPerfect (WIN)	3
CIS 130	Introduction to the Internet	2
CIS 131	Introduction to WEB Authoring: HTML	1
CST 115	Introduction to Customer Service	3
SPE 115	Principles of Speech Communication	3
		<u>6</u>

Total Credit Hours 31-32

* If you are proficient in ten key by touch, contact your advisor for testing instructions.

Advanced Manufacturing Systems Technology

Recommended basic skills standards are

- ENG 060
- MAT 105
- REA 090
- STS 060

This program is designed to enable students to qualify for entry level positions as technicians in a broad scope of industry in the manufacture and service of electronic/mechanical equipment. Theory, applications, and methods prepare students for job entry level in analyzing and repairing logic control systems and servomechanisms.

Students must also complete ELE 110, 111, 112, 113, and PHY 131, 132.

Students may complete deficiencies concurrently with the beginning courses in the program. Students not meeting a course prerequisite must have instructor permission to enroll.

Associate of Applied Science Degree

SYS 200	Logic Control Systems	3
SYS 201	Logic Control Systems Lab	4
SYS 202	Servomechanisms	3
SYS 203	Servomechanisms Lab	3
SYS 232	Industrial Motors and Controls	4
ELE 114	Semiconductor Active Devices	4

ELE 115	Semiconductor Active Devices Lab	4
ELE 118	Digital Circuits	4
ELE 119	Digital Circuits Lab	4
ELE 211	Semicond. Active Devices & Mxd Signal IC's	6
ELE 212	Semicond. Active Devices & Mxd Signal IC's Lab	6
ELE 224	Enhanced Microprocessor Systems	6
ELE 225	Enhanced Microprocessor Systems Lab	6
		<u>57</u>

General Education Courses:

BUS 217	Business Communication and Report Writing	3
MAN 109	Team Skills in the Business Environment	2
MAT 152	Technical Mathematics II	3
MAT 153	Statistical Techniques for Quality Control Elective*	4
		<u>3</u>
		15

Total Credit Hours **72**

*Elective must meet general education requirements. See list of approved general education courses.

Anthropology

Recommended basic skills standards are

- ENG 100
- MAT 036
- REA 090
- STS 060

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

Students may complete deficiencies concurrently with the beginning courses in the program. Students not meeting a course prerequisite must have instructor permission to enroll.

Associate of Arts Degree

Recommended Track

Minimum Requirements

I. English/Speech

ENG 121	English Composition I	3
ENG 122	English Composition II	3
SPE 115	Principles of Speech Communication	3
		<u>9</u>

II. Computer Communication

CSC 105	Computer Literacy (or CSC 116 or CSC 160)	3
		<u>3</u>

Suggested to Fulfill This Track:

III. Mathematics and Science

MAT 135	Introduction to Statistics	3
BIO 105	Science of Biology	4
	or	
GEY 111	Physical Geology	(4)
	or	
GEY 121	Historical Geology	(4)
BIO 201	Human Anatomy and Physiology I	4
		<u>11</u>

IV. Social and Behavioral Sciences (sequence needed)

ANT 101	Cultural Anthropology	3
ANT 111	Physical Anthropology	3
HIS 101	Western Civilization I	3
	or	
HIS 102	Western Civilization II	(3)
		<u>9</u>

V. Humanities*

Choose 9 hours from the following courses:

ART 111	Art History I	3
	or	
ART 112	Art History II	(3)
	Any CORE Foreign Language	5
	or	
HUM 121	Survey of Humanities I	3
	or	
HUM 122	Survey of Humanities II	(3)
	or	
HUM 123	Survey of Humanities III	(3)
PHI 111	Introduction to Philosophy	3
		<u>9</u>

VI. Communication Studies or Fine Arts

Choose 3 credit hours from list on p. 53

		<u>3</u>
		3

VII. Recommended Electives

Choose 16 credit hours from the following courses:

ANT 105	Millennium Studies	3
ANT 107	Introduction to Archaeology	3
ANT 201	Anthropology for Business	3
ANT 207	Introduction to Archeology	3
ANT 211	Cultural Resource Management	3
ANT 221	Primitive Religions	3
ECO 201	Principles of Macroeconomics	3
GEO 105	World Regional Geography	3
GEO 106	Human Geography	3
HIS 101	Western Civilization I	3
HIS 102	Western Civilization II	3
HUM 121	Survey of Humanities I	3
HUM 122	Survey of Humanities II	3
POS 105	Introduction to Political Science	3
PSY 101	General Psychology I	3
PSY 102	General Psychology II	3
SOC 101	Introduction to Sociology I	3
		<u>3</u>
		16

Total Credit Hours

*See AA degree for sequence requirements

		60
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Architectural Drafting

Recommended basic skills standards are

- ENG 100
- MAT 066
- REA 115
- STS 060

Students selecting the architectural certificate program develop job entry level skills in preparing detailed drawings from sketches, notes, specifications, and technical data furnished by architects, builders, or firms connected with the building industry. Students completing this option may enter Architecture and Construction Technology, a two-year degree program.

Students should schedule appointments with their program advisors to remedy any deficiencies and to verify equipment needed for specific courses.

Students may complete deficiencies concurrently with the beginning courses in the program. Students not meeting a course prerequisite must have instructor permission to enroll.

Certificate

ARC 101	Architectural Drawing I*	5
ARC 102	Architectural Drawing II**	5
ARC 104	Architectural Drawing Theory	4
ARC 105	Architectural Building Materials I	2
ARC 108	Architectural CAD I	3
ARC 111	Architectural Technology Theory	2
ARC 114	Building Service Systems I	2
ARC 117	Presentation Drawings and Models	3
ARC 235	Contemporary Architectural Theory II	2
MAT 151	Technical Mathematics I	4
		<u>4</u>

Total Credit Hours

Cr.
5
5
4
2
3
2
2
3
2
4
32

*Evening students may substitute ARC 151 and 152.

**Evening students may substitute ARC 153 and 154.

Architecture and Construction Technology

Recommended basic skills standards are

- ENG 100
- MAT 066
- REA 115
- STS 060

This program prepares students to be technical assistants in architectural or construction firms or to be building product representatives assisting architects, engineers, contractors, manufacturers, and other professionals connected with the building industry.

All students should schedule appointments with Architectural and Construction Technology program advisors before enrolling in class.

Students may complete deficiencies concurrently with the beginning courses in the program. Students not meeting a course prerequisite must have instructor permission to enroll.

Associate of Applied Science Degrees

Recommended program sequence for all options

Semester One – Fall

ARC 101	Architectural Drawing I*	5
ARC 104	Architectural Drawing Theory	4
ARC 111	Architectural Technology Theory	2
CIS 118	Introduction to PC Applications	3
MAT 151	Technical Mathematics I	4
	or	
MAT 121	College Algebra	<u>(4)</u>
		18

Semester Two – Spring

ARC 102	Architectural Drawing II**	5
ARC 105	Architectural Building Materials I	2
ARC 108	Architectural CAD I	3
ARC 114	Building Service Systems I	2
ARC 117	Presentation Drawings and Models	3
MAT 152	Technical Mathematics II	3
	or	
MAT 122	College Trigonometry	<u>(3)</u>
		18

Architectural Option

Students choosing this option are trained to be paraprofessionals in architectural, engineering, and construction offices with primary skills of architectural drawing and construction assembly technology.

Semester Three – Fall

ARC 201	Architectural Drawing III	5
ARC 208	Architectural Building Materials II	3
ARC 211	Building Service Systems II	2
ARC 223	Introduction to Building Codes	3
BUS 217	Business Communication and Report Writing	3
	or	
ENG 131	Technical Writing I	<u>(3)</u>
		19

Semester Four – Spring

ARC 202	Architectural Drawing IV	5
ARC 224	Construction Contracts and Management	3
ARC 227	Architectural Structures	5
ARC 235	Contemporary Architectural Theory II	2
	General Education electives (Must total 15)	<u>1-2</u>
		16-17

Courses required for all options

Total Credit Hours **68-69**

Construction Option

Students choosing this option would be primarily working for a construction company in an administrative capacity doing estimating, scheduling, project management, construction assembly technology, and job-site problem solving.

Semester Three – Fall

ARC 208	Architectural Building Materials II	3
ARC 211	Building Service Systems II	2
ARC 222	Estimating and Print Reading	5
ARC 223	Introduction to Building Codes	3
BUS 217	Business Communication and Report Writing	3
	or	
ENG 131	Technical Writing I	<u>(3)</u>
		16

Semester Four – Spring

ARC 207	Level and Transit	3
ARC 224	Construction Contracts and Management	3
ARC 226	Construction Scheduling and Supervision	3
ARC 227	Architectural Structures	5
ARC 235	Contemporary Architectural Theory	2
	General Education electives (Must total 15)	<u>1-2</u>
		17-18

Courses Required for All Options 36

Total Credit Hours 69-70

*Evening students may substitute ARC 151 and 152.

**Evening students may substitute ARC 153 and 154.

Product Representative Option

Students choosing this business-oriented option will learn basic selling and marketing techniques. Other items covered include estimating, bid submittals, and, furnishing technical information to professionals in the building industry.

Semester Three – Fall

ARC 208	Architectural Building Materials II	3
ARC 211	Building Service Systems II	2
ARC 222	Estimating and Print Reading	5
ARC 223	Introduction to Building Codes	3
BUS 115	Introduction to Business	3
MAR 111	Principles of Sales	<u>3</u>
		19

Semester Four – Spring

ARC 224	Construction Contracts and Management	3
ARC 235	Contemporary Architectural Theory	2
BUS 216	Legal Environment of Business	3
BUS 217	Business Communication and Report Writing	3
MAR 216	Principles of Marketing	3
	General Education electives (Must total 15)	<u>1-2</u>
		15-16

Courses Required for All Options 36

Total Credit Hours 72-73

Art

Recommended basic skills standards are

- ENG 100
- MAT 036
- REA 090
- STS 060

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

Students may complete deficiencies concurrently with the beginning courses in the program. Students not meeting a course prerequisite must have instructor permission to enroll.

Associate of Arts Degree

Recommended Track Cr.

Minimum Requirements

I. English/Speech

ENG 121	English Composition I	3
ENG 122	English Composition II	3
SPE 115	Principles of Speech Communication	<u>3</u>
		9

II. Computer Communication

CSC 105	Computer Literacy (or CSC 116 or CSC 160)	<u>3</u>
		3

Suggested to Fulfill This Track:

III. Mathematics and Science

**CORE Math (□)	3
**CORE Science (□)	4
Math/Science Elective	<u>3</u>
	10

IV. Social and Behavioral Sciences*

ANT 101	Cultural Anthropology	3
ANT 111	Physical Anthropology	3
	or	
PSY 101	General Psychology	(3)
**CORE History (□)	<u>3</u>	
		9

V. Humanities*

ART 110	Art Appreciation	3
	or	
ART 111	Art History I	3
ART 112	Art History II	3
	or	
HUM 121	Survey of Humanities I	(3)
HUM 122	Survey of Humanities II	(3)
	or	
HUM 123	Survey of Humanities III	(3)
MUS 120	Music Appreciation	<u>(3)</u>
		9

VI. Communication Studies or Fine Arts

ART 205	Film Studies	3
	or	
ART 114	Folk Arts of Latin America	<u>(3)</u>
		3

VII. Recommended Electives

Choose 17 hours from the following courses:

ART121-ART 241		
(Any ART course excluding ART 280s)		3
**Any CORE Foreign Language Course (□)		5
HUM 237	Hispanic Arts of the Southwest	3
HUM 238	Sacred Images, Sacred Places	3
HUM 137	Arts and Cultures of Mexico	3
HUM 236	North American Indian Arts	3
THE 121	Set Design	<u>3</u>
		17

Total Credit Hours 60

*See AA degree for sequence requirements

**See CORE list

Art for Artisans

Recommended basic skills standards are

- ENG 100
- MAT 036
- REA 090
- STS 060

The Art for Artisans program is a two-year degree program of refined craftsmanship in selected disciplines designed to provide in-depth concentration in one or several disciplines emphasizing craft as art. This program is grounded in basic fine art skills, principles, and understanding. The purpose is to equip craftsmen and craftswomen with skill, technique, aesthetic confidence, and the ability to exercise personal, original expression. This degree also provides history and cultural context related to each discipline.

Students may complete deficiencies concurrently with the beginning courses in the program. Students not meeting a course prerequisite must have instructor permission to enroll.

Associate of General Studies Degree

Recommended Track

I. Prescribed General Education:

ANT 101	Cultural Anthropology	3
ART 110	Art Appreciation	3
ENG 131	Technical Writing	3
GEY 141	Landscapes of North America	3
MAT 110	Basic Finite Mathematics	3
		<u>15</u>

II. Elective Courses in General Education

ART 121	Basic Drawing I	3
ART 122	Basic Drawing II	3
MUS 120	Music Appreciation	3
THE 105	Introduction to Theatre Arts	3
		<u>12</u>

III. Professional/generally transferable

SPE 115	Principles of Speech	3
CIS 118	Introduction to PC Applications	3
	or	
CSC 105	Computer Literacy	(3)
ART 131	Design I	3
ART 132	Design II	3
VIC 141	Photoshop I	4
VIC 207	Animation for Macintosh	3
VIC 226	Rendering and Illustration	4
		<u>23</u>

IV. Other Courses as Prescribed

Choose 22 hours from the following courses:

CERAMICS

ART 161	Ceramics I	3
ART 162	Ceramics II	3
ART 163	Handbuilt Clay I	3
ART 164	Handbuilt Clay II	3
ART 261	Ceramics III	3
ART 262	Ceramics IV	3

TEXTILES

ART 153	Fiber Design I	3
ART 154	Fiber Design II	3
ART 253	Fiber Design III	3
ART 254	Fiber Design IV	3

WOODCRAFT

ART 171	Woodcraft I	3
ART 172	Woodcraft II	3
ART 173	Woodcraft III	3
ART 174	Woodcraft IV	3

PRINTMAKING/PAPER & BOOKMAKING

ART 150	Fundamentals of Photography	3
ART 226	Papermaking	3
ART 227	Marbling of Paper	3
ART 228	Printmaking I	3
ART 230	Printmaking II	3
PRT 219	Book Binding	4

STAINED GLASS

ART 115	Stained Glass I	3
ART 202	Stained Glass II	3
ART 203	Stained Glass III	3
ART 204	Stained Glass IV	3

NEEDLECRAFT

ART 146	Needlecraft I	3
ART 147	Needlecraft II	3
ART 148	Needlecraft III	3
ART 149	Needlecraft IV	3

SOUTHWEST CRAFTS

ART 156	Leathercraft & Wood	3
ART 157	Basketry	3
ART 158	Beading	3
HUM 236	North American Indian Arts	2
HUM 237	Hispanic Arts of the Southwest	2

MACHINING AND JEWELRY MAKING

MAG 114	Machining Process	4
MAG 115	Machining Lab	4
ART 141	Jewelry & Metalwork I	3
ART 142	Jewelry & Metalwork II	3
ART 143	Enameling on Metal	3
ART 241	Jewelry & Metalwork III	3
WEL 101	Oxyacetylene Welding & Cutting	4
WEL 107	Introduction to Ornamental Iron	4
WEL 203	Advanced Layout and Fabrication	4

ANIMATION

ART 137	Drawing from the Imagination	3
ART 206	The Art of Animation	3
VIC 245	Visual Communication Exit Portfolio and Career Development	1
MAN 227	Small Business Management	3
		<u>22</u>

Total Credit Hours

72

Auto Collision Repair

Recommended basic skills standards are

- ENG 060
- MAT 036
- REA 090
- STS 060

This program prepares students to enter into our upgrade skills in auto collision repair. Students have the opportunity to develop skills in non-structural metal repair, structural repair, and all aspects of refinishing. Students who complete a certificate program are prepared to enter into a specific area of the collision repair industry. The degree program provides students with a broader background and training in all areas of auto collision repair. Students completing either a degree or certificate program should have little difficulty in finding employment. The program utilizes late-model vehicles for training purposes and is certified by the National Institute for Automotive Service Excellence (ASE).

Students must provide their own work clothes and hand tools. A complete set of collision repair tools should be purchased before job entry.

Students may complete deficiencies concurrently with the beginning courses in the program. Students not meeting a course prerequisite must have instructor permission to enroll.

Additionally, students should work with a program faculty advisor to ensure that they are taking the correct classes for their program.

Associate of Applied Science Degree

Recommended Program Sequence

	Cr.
Semester One – Fall	
ACR 110 Orientation and Safety	4
ACR 116 Introduction to Refinishing	4
ACR 121 Introduction to Metal Repair	4
WEL 108 Auto Body Welding	<u>4</u>
	16
Semester Two – Spring	
ACR 122 Non-Structural Metal Repair I	4
ACR 123 Part Replacement and Alignment	4
ACR 127 Refinishing I	4
MAT 156 Problem Solving in College Mathematics	<u>4</u>
	16
Semester Three – Summer	
CIS 115 Introduction to Computers	3
General Education Elective	<u>2</u>
	5
Semester Four – Fall	
ACR 124 Non-Structural Metal Repair II	4
ACR 125 Plastic Repair and Refinishing	4
ACR 219 Structural Repair I	4
SPE 225 Introduction to Organization Communication	<u>3</u>
	15
Semester Five – Spring	
ACR 128 Refinishing II	4
ACR 220 Structural Repair II	4
ACR 226 Production	4
General Education Elective	<u>3</u>
	15
Total Credit Hours	67

*Electives must meet general education requirements in humanities or social and behavioral sciences. See list of approved general education courses.

Certificate

Non-Structural Repair Technician

ACR 110 Orientation and Safety	4
ACR 121 Introduction to Metal Repair	4
ACR 122 Non-Structural Metal Repair I	4
ACR 123 Part Replacement and Alignment	4
ACR 124 Non-Structural Metal Repair II	4
WEL 108 Auto Body Welding	<u>4</u>

Total Credit Hours 24

Structural Repair Technician

ACR 110 Orientation and Safety	4
ACR 121 Introduction to Metal Repair	4
ACR 123 Part Replacement and Alignment	4
ACR 219 Structural Repair I	4
ACR 220 Structural Repair II	4
WEL 108 Auto Body Welding	<u>4</u>

Total Credit Hours 24

Refinish Technician

ACR 110 Orientation and Safety	4
ACR 116 Introduction to Refinishing	4
ACR 123 Part Replacement and Alignment	4
ACR 125 Plastic Repair and Refinishing	4
ACR 127 Refinishing I	4
ACR 128 Refinishing II	<u>4</u>

Total Credit Hours 24

Automotive Technology

Recommended basic skills standards are

- ENG 060
- MAT 036
- REA 090
- STS 060

This program leads to an interesting and challenging career in the automotive or diesel service, sales, or supply field. The program is designed for students who intend to pursue a career in an automotive or diesel field. Two options are available in the degree program: the diesel option specializing in diesel and light truck service and the automotive option specializing in automotive service. Both options are compatible with each other. Additional advanced classes are offered in the engine and diesel areas.

Students entering this program should exhibit the following qualities: mechanical aptitude, ability to read and follow instructions and specification manuals, and enjoyment of precision work and problem solving. Appropriate work clothes, safety equipment, and a basic set of hand tools are required. (See program faculty for requirements.)

The engines and the diesel classes are open-entry/open-exit and self-paced.

Students may complete deficiencies concurrently with the beginning courses in the program. Students not meeting a course prerequisite must have instructor permission to enroll.

Associate of Applied Science Degrees

Courses Required for All Options

AUT 103	Auto Electricity I	4
AUT 111	Power Trains	4
AUT 113	Fuel Systems	4
AUT 114	Brake and Front End Systems	4
AUT 115	Suspension and Alignment	4
AUT 123	Tune-Up Services	4
AUT 125	Engines I	4
AUT 203	Auto Air Conditioning, Heating, and Ventilating Systems	4
AUT 204	Auto Electricity II	4
		<u>4</u>
		36

General Education Courses

MAT 156	Problem Solving in College Mathematics	4
PSY 115	Psychology of Adjustment	3
SPE 225	Introduction to Organizational Communication	3
	Electives*	5
		<u>15</u>

*Elective hours must meet general education requirements. See list of approved general education courses. Students must consult with advisors for selection of elective courses to enhance their employability.

Diesel Option

DPM 100	Introduction to Diesel Mechanics	4
DPM 103	Diesel Engines I	4
DPM 106	Fuel Injection	4
DPM 107	Fund of Four-Wheel and Front-Wheel Drive	4
DPM 203	Diesel Engines II	4
DPM 210	Air Induction and Engine Analysis	4
		<u>4</u>
		24

General Education Courses

		15
		36
		75

General Automotive Option

Recommended Program Sequence

Semester One – Fall

AUT 100	Basic Auto Mechanics	4
AUT 103	Auto Electricity I	4
AUT 111	Power Trains	4
AUT 113	Fuel Systems	4
SPE 225	Organizational Communication	3
		<u>19</u>

Semester Two – Spring

AUT 114	Brake and Front End Systems	4
AUT 115	Suspension and Alignment	4
AUT 123	Tune-Up Services	4
AUT 125	Engines I	4
PSY 115	Psychology of Adjustment	3
		<u>19</u>

Semester Three – Fall

AUT 126	Engines II	4
AUT 204	Auto Electricity II	4
AUT 211	Tune-Up and Diagnosis	4
MAT 156	Problem Solving in College Mathematics	4
	Electives (AAS Degree Options Page 55)	3
		<u>19</u>

Semester Four – Spring

AUT 203	Auto Air Conditioning, Heating, and Ventilating Systems	4
AUT 213	Production Mechanics	4
AUT 215	Automatic Transmission I	4
AUT 216	Automatic Transmission II	4
	Electives (AAS Degree Option Page 55)	2
		<u>18</u>

General Education Courses

		15
		36
		75

Certificate

AUT 100	Basic Auto Mechanics	4
AUT 103	Auto Electricity I	4
AUT 111	Power Trains	4
AUT 113	Fuel Systems	4
AUT 114	Brake and Front End Systems	4
AUT 115	Suspension and Alignment	4
AUT 123	Tune-Up Services	4
AUT 125	Engines I	4
AUT 126	Engines II	4
AUT 203	Auto Air Conditioning, Heating, and Ventilating Systems	4
AUT 204	Auto Electricity II	4
		<u>4</u>
		44

Biological Sciences

Recommended basic skills standards are

- ENG 060
- MAT 066
- REA 090
- STS 060

The study of biological sciences prepares one for a variety of fields including the traditional ones—biology teacher, doctor, nurse, or conservationist. New fields have developed in several life science areas such as paramedicine, cellular biology, wildlife management, and forestry. Other fields, which may require a modified program, include agriculture, allied health, natural resources management, and home economics. It is strongly recommended that students consult with an advisor for the specific requirements in these fields.

Students may complete deficiencies concurrently with the beginning courses in the program. Students not meeting a course prerequisite must have instructor permission to enroll.

Associate of Science Degree

Recommended Track

CSC 116	Problem Solving With EXCEL (or 160)	3
ENG 121	English Composition I	3
ENG 122	English Composition II	3
SPE 115	Principles of Speech Communication	3
		<u>12</u>

Recommended to satisfy area requirements:

Mathematics and Science

MAT 201	Calculus I	5
MAT 202	Calculus II	5
BIO 111	General College Biology I	5
BIO 112	General College Biology II	5
CHE 111	General College Chemistry I	5
CHE 112	General College Chemistry II	5
		<u>30</u>

Science		
	Electives*	10
Social and Behavioral Sciences		
	Electives*	6
Humanities		
	Electives*	<u>6</u>
		12
Total Credit Hours		64

*Electives must be from general education courses required for all options in this category for this degree.

Business Administration

Recommended basic skills standards are

- ENG 060
- MAT 066
- REA 090
- STS 060

Students may select from various programs to meet their specific career goals. Certificate programs can be completed in one year or less in the areas of Accounting, Business Foundations, Customer Service, Entrepreneurial, Financial Services, Hospitality, International Business Management, Marketing, Office Administration, Real Estate, and Supervision. These certificate programs are listed alphabetically in this catalog.

Two-year associate of applied science degrees are available in several emphasis areas as detailed in the following section of this catalog. Transfer degrees intended to prepare the student for transfer to four-year institutions are also offered. See page 51 for the AA/AS Business Option transfer degree.

Faculty advisors are available to assist students in evaluating the various options. Call 540-7258 at the Centennial Campus or 538-5200 at the Rampart Range Campus for a program brochure or to schedule a personal appointment with a program advisor.

Associate of Applied Science Degree

This degree program is designed for students who wish to pursue a career in business with a specific area of emphasis.

Students must also have demonstrated proficiency equivalent to the completion of CIS 100.

Students may complete deficiencies concurrently with the beginning courses in the program. Students not meeting a course prerequisite must have instructor permission to enroll.

General Education Requirements:		Cr.
BUS 105	Business Mathematics	4
BUS 115	Introduction to Business	3
CIS 118	Introduction to PC Applications	3
ECO 106	Consumer Economics	3
	or	
ECO 201	Macroeconomics	(3)
SPE 225	Organizational Communication	<u>3</u>
		16

Business Foundation Requirements

ACC 110	Business Records	3
	or	
ACC 121	Principles of Accounting I	(4)
BUS 216	Legal Environment of Business	3
BUS 217	Business Report Writing and Comm.	3
MAN 225	Management Skills for Supervisors	3
MAR 111	Principles of Sales	<u>3</u>
		15-16

Total General Education and

Business Foundations

31-32

NOTE: Completion of the above 31-32 hours in General Education and Business Foundation courses earns the student a Certificate of Business Foundations.

Customer Service Emphasis

The Customer Service Emphasis is designed to prepare the student for entry-level positions in business and governmental organizations that require customer contact roles which lead to customer satisfaction and the improved image of the organization.

BUS 171	Cooperative Work Experience I/Internship I	3
CST 115	Introduction to Customer Service	3
CST 221	Advanced Customer Service Concepts	3
PSY 226	Social Psychology	3
PSY 237	Assertiveness Training	3
SPE 125	Interpersonal Communications	<u>3</u>
		18

* Customer Service Emphasis Electives

Choose 11 hours from the following courses:

ANT 101	Cultural Anthropology	3
CIS 112	Introduction to Windows: WIN 98	1
MAN 104	Time Management	1
MAN 105	Contemporary Business Ethics	3
MAN 106	Action Planning	1
MAN 107	Team Building	1
MAN 108	Personal Leadership Development	1
MAR 216	Principles of Marketing	3
PHI 113	Logic	<u>3</u>
		11

*Program advisors may approve additional elective choices.

Summary of Customer Services Emphasis

General Education and Business Foundations	31-32
Customer Service Emphasis	29

Total Degree Requirement

60-61

Entrepreneurial Emphasis

The Entrepreneurial Emphasis is designed for those who either wish to start up their own business or have an existing business they want to further develop. It provides students with an understanding of small business and its place within the U.S. economy and society. The program focuses on the fundamental factors concerned with the establishment and successful operation of small business including financing and sources of funds; organizing the business and establishing policies; learning characteristics necessary for business success; and examining the future prospects of small business on both a national and international level. The curriculum requires direct student involvement in the understanding and analysis of various approaches and situations in buying, selling, and operating different kinds of business investments.

CST 115	Introduction to Customer Service	3
MAN 104	Time Management	1
MAN 105	Contemporary Business Ethics	3
MAN 107	Team Building	1
MAN 227	Small Business Management	3
MAN 251	Human Resource Management	3
MAN 258	Principles of Finance	3
MAR 102	Principles of Advertising	3
MAR 117	Principles of Retailing	3
MAR 145	Merchandising	3
MAR 216	Principles of Marketing	3
		<u>29</u>

Summary of Entrepreneurial Emphasis

General Education and Business Foundations	31-32
Entrepreneurial Emphasis	29

Total Degree Requirement 60-61

Financial Services Emphasis

The Financial Services Emphasis is designed for students who wish to pursue a career in financial planning, credit management or insurance.

Nine (9) hours of cooperative work experience/internship are required. Cooperative work experience/internship will be conducted with a variety of local businesses on an arranged basis. For this program of study, students should provide a resume to the program coordinator upon declaring this emphasis area and must realize that in their second year of study they will be required to work at an assigned, approved training location.

BUS 171	Coop. Work Experience I/Internship I	3
BUS 172	Coop. Work Experience II/Internship II	3
BUS 271	Advanced Coop. Work Experience I/Internship I	3
CST 115	Introduction to Customer Service	3
IRM 121	Principles of Insurance	3
IRM 126	Introduction to Financial Planning	3
IRM 154	Essentials of Risk Management	3
MAN 106	Action Planning	1
MAN 107	Team Building	1
MAN 258	Principles of Finance	3
MAR 216	Principles of Marketing	3
		<u>29</u>

Summary of Financial Services Emphasis

General Education and Business Foundations	31-32
Financial Services Emphasis	29

Total Degree Requirement 60-61

Hospitality Emphasis

The Hospitality Emphasis is certified by the American Hotel and Motel Association's Educational Institute. Students are prepared to enter the hospitality and tourism industry in a variety of training positions the industry offers.

HOM 103	Introduction to Hospitality	3
HOM 132	Front Office Procedures	3
HOM 139	Housekeeping Management	3
*HOM151	Hospitality Supervision	3
HOM 186	Hotel/Motel Security	3
*HOM191	Hospitality Law	3
BUS 171	Coop. Work Experience I/Internship I	3
CST 115	Introduction to Customer Service	3
FOM 211	Food and Beverage Management	4
MAN 107	Team Building	1
		<u>29</u>

Hospitality Emphasis Electives

Choose 6 hours from the following courses:

BUS 172	Coop. Work Experience II/Internship II	3
HOM 221	Tourism and Hospitality Industry	3
HOM 255	Hospitality Industry Training	3
HOM 262	Financial Accounting for the Hospitality Industry	3
HOM 269	Hospitality Industry Computer Systems	3
HOM 271	Marketing of Hospitality Services	3
HOM 273	Hospitality Sales and Marketing	3
HOM 275	Convention Management and Services	3
		<u>6</u>

Summary of Hospitality Emphasis

General Education and Business Foundations	25-26
Hospitality Emphasis	35

Total Degree Requirement 60-61

*For students choosing the Hospitality Emphasis, HOM 151 – Hospitality Supervision replaces MAN 225 – Management Skills for Supervisors in the Business Foundations and HOM 191 – Hospitality Law replaces BUS 216 – Legal Environment of Business.

International Business Emphasis

The International Business Emphasis is designed for students who already work for a business entity or who would like to become familiar with operating businesses in the international environment.

INT 210	International Business Office Administration	1
INT 221	Principles of International Business	3
INT 222	Exporting and Importing	3
INT 241	Doing Business in a Global Environment	3
	or	
BUS 171	Coop. Work Experience I/Internship I	(3)
INT 243	Principles of International Marketing	3
MAN 105	Contemporary Business Ethics	3
ANT 201	Anthropology for Business	3
GEO 113	Economic Geography	3
PHI 115	Comparative Religion	3
POS 205	International Relations	3
		<u>28</u>

Choose one Foreign Language for Business Class from the following:

CHN 107	Chinese for Business	3
FRE 107	French for Business	3
GER 107	German for Business	3
ITA 107	Italian for Business	3
JPN 107	Japanese for Business	3
KOR 107	Korean for Business	3
RUS 107	Russian for Business	3
SPA 107	Spanish for Business	3
		<u>3</u>

Summary of International Business Emphasis

General Education and Business Foundations	31-32
International Business Emphasis	31

Total Degree Requirement 62-63

Management Emphasis

The Management Emphasis is designed for those students whose career path or occupational goal includes working in a corporate organizational structure as a manager of a particular department or functional area.

BUS 226	Business Statistics	3
MAN 104	Personal Time Management	1
MAN 105	Contemporary Business Ethics	3
MAN 226	Principles of Management	3
MAN 251	Human Resource Management	3
MAN 258	Principles of Finance	3
MAR 216	Principles of Marketing	3
		<u>3</u>
		19

Management Emphasis Electives

Choose 10 hours from the following courses:

ACC 122	Principles of Accounting	4
BUS 171	Coop. Work Experience I/Internship I	3
BUS 172	Coop. Work Experience II/Internship II	3
BUS 271	Advanced Coop. Work Experience I/Internship I	3
BUS 265	Investments	3
MAN 106	Action Planning	1
MAN 107	Team Building	1
MAN 108	Personal Leadership Development	1
MAN 227	Small Business Management	3
		<u>3</u>
		10

Summary of Management Emphasis

General Education and Business Foundations	31-32
Management Emphasis	29

Total Degree Requirement 60-61

Marketing Emphasis

The Marketing Emphasis is designed to prepare students for entry level and management training positions in advertising, marketing, purchasing, retailing, and sales. Paid cooperative/internships are an integral part of the program emphasis. In addition to the Business Foundations courses, the student must complete the following:

BUS 171	Coop. Work Experience I/Internship I	3
BUS 172	Coop. Work Experience II/Internship II	3
BUS 226	Business Statistics	3
CST 115	Introduction to Customer Service	3
MAN 226	Principles of Management	3

MAR 102	Principles of Advertising	3
MAR 203	Marketing Problems	3
MAR 216	Principles of Marketing	3
		<u>3</u>
		24

*Marketing Electives

Choose 5 hours from the following courses:

ACC 122	Principles of Accounting II	4
BUS 271	Advanced Coop. Work Experience I/Internship I	3
MAN 106	Action Planning	1
MAN 107	Team Building	1
MAN 108	Personal Leadership Development	1
MAN 227	Small Business Management	3
MAR 233	Professional Selling	3
MAR 262	Purchasing	3
		<u>3</u>
		5

*Program advisors may approve additional elective choices.

Summary of Marketing Emphasis

General Education and Business Foundations	31-32
Marketing Emphasis	29

Total Degree Requirement 60-61

Office Administration Emphasis

The Office Administration Emphasis is designed to prepare students to become office professionals in entry-level positions that require skills in computer technology, communication skills, customer service, and office applications.

ACC 205	Computerized Accounting	3
BTE 101	Keyboarding Skill Building	1
BTE 102	Keyboarding Applications	2
BTE 108	Calculating Machines	1
BTE 110	Business Language Skills	3
BTE 116	Files Management	1
CIS 120	Word Processing I - WordPerfect (WIN)	3
	or	
CIS 120	Word Processing I - Microsoft Word	(3)
CIS 122	Word Processing II - WordPerfect (WIN)	3
	or	
CIS 122	Word Processing II - Microsoft Word	(3)
CIS 130	Introduction to the Internet	2
CIS 137	Desktop Publishing	3
CST 115	Introduction to Customer Service	3
		<u>3</u>
		25

Electives

Choose 5 hours from the following courses:

ACC 138	Payroll Accounting	2
BUS 171	Cooperative Work Experience I/Internship I	3
CIS 133	Advanced Web Authoring: FrontPage	1
CIS 136	Presentation Graphics: PowerPoint	3
CIS 140	Introduction to PC Database: Access	1
CIS 141	Intermediate PC Database: Access	1
CIS 142	Advanced PC Database: Access	1
CIS 150	Introduction to PC Spreadsheet: Excel	1
CIS 151	Intermediate PC Spreadsheets: Excel	1
CIS 152	Advanced PC Spreadsheets: Excel	1
MAN 104	Time Management	1
MAN 105	Contemporary Business Ethics	3
MAN 106	Action Planning	1
MAN 107	Team Building	1
MAN 108	Personal Leadership Development	1
		<u>1</u>
		5

Summary of Office Administration Emphasis

General Education and Business Foundations	31-32
Office Administration Emphasis	30

Total Degree Requirements 61-62

Real Estate Emphasis

The Real Estate Emphasis prepares students to take the state license exam. Upon successful completion, students can secure employment as an associate broker in the residential or commercial real estate fields.

RES 141	Real Estate Practice and Law	3
RES 142	Colorado Real Estate Contracts & Regs.	3
RES 143	Current Legal Issues & Practical Apps.	3
RES 144	Record Keeping Trust Accts. & Closings	3
		<u>12</u>

*Real Estate Electives

Choose 17 hours from the following courses:

BUS 226	Business Statistics	3
CIS 110	Introduction to PC Operating Systems: DOS	2
HIS 241	History of Pikes Peak Area	3
MAN 226	Principles of Management	3
MAN 227	Small Business Management	3
MAR 102	Principles of Advertising	3
MAR 121	Sales/Advertising/Real Estate Techniques	1
MAR 216	Principles of Marketing	3
MAT 156	Problem Solving in College Math	3
		<u>17</u>

*Program advisors may approve additional elective choices.

Summary of Real Estate Emphasis

General Education and Business Foundations	31-32
Real Estate Emphasis	29

Total Degree Requirement 60-61

Supervision Emphasis

The Supervision Emphasis is designed for those students who are primarily interested in the supervisory or operational level of management in a small business or corporate entity. Skills, attitudes, and knowledge gained are based on effective first-level management needs. BUS 171 – Cooperative Work Experience I/ Internship I is an integral part of this emphasis area.

BUS 171	Coop. Work Experience I/Internship I	3
CIS 112	Introduction to Windows: 98	1
CST 115	Introduction to Customer Service	3
MAN 104	Personal Time Management	1
MAN 105	Contemporary Business Ethics	3
MAN 106	Action Planning	1
MAN 107	Team Building	1
MAN 108	Personal Leadership Development	1
MAN 226	Principles of Management	3
MAN 251	Human Resource Management	3
		<u>20</u>

Supervision Electives

Choose 9 hours from the following courses:

BUS 172	Coop. Work Experience II/Internship II	3
BUS 271	Advanced Coop. Work Experience I/Internship I	3
PSY 115	Psychology of Adjustment	3
SAF 131	Introduction to Industrial and Environmental Safety	3
SPE 125	Interpersonal Communications	3
SSE 100	Introduction to Human Services	3
		<u>9</u>

Summary of Supervision Emphasis

General Education and Business Foundations	31-32
Supervision Emphasis	29

Total Degree Requirement 60-61

Business Foundations*

Recommended basic skills standards are

- ENG 060
- MAT 066
- REA 090
- STS 060

This certificate will allow students exposure to most of the major areas of business. For Associate of Applied Science Degree - Business Administration - Business Foundations, see page 67 of this catalog.

Students may complete deficiencies concurrently with the beginning courses in the program. Students not meeting a course prerequisite must have instructor permission to enroll.

Certificate

		Cr.
ACC 110	Business Records	3
	or	
ACC 121	Principles of Accounting	(4)
BUS 105	Business Mathematics	4
BUS 115	Introduction to Business	3
BUS 216	Legal Environment of Business	3
BUS 217	Business Report Writing and Communication	3
CIS 118	Introduction to PC Applications	3
ECO 106	Consumer Economics	3
	or	
ECO 201	Macroeconomics	(3)
MAN 225	Management Skills for Supervisors	3
MAR 111	Principles of Sales	3
SPE 225	Organizational Communication	3

Total Credit Hours 31-32

*Pending State approval

Chemistry

Recommended basic skills standards are

- ENG 060
- MAT 066
- REA 090
- STS 060

Chemistry is one of the most diverse sciences. A chemist can study in a wide range of areas such as nuclear chemistry, biochemistry of life, chemistry of inorganic and/or organic compounds, the theory of chemical processes, and chemistry of the environment. There are many career opportunities relating to chemistry such as teaching, industrial processes, medical science, criminology, metallurgy, food processing, pharmacology, geochemistry, and environmental sciences.

Students may complete deficiencies concurrently with the beginning courses in the program. Students not meeting a course prerequisite must have instructor permission to enroll.

Associate of Science Degree

		Cr.
CSC 116	Problem Solving With EXCEL (or 160)	3
ENG 121	English Composition I	3
ENG 122	English Composition II	3
SPE 115	Principles of Speech Communication	3
		<u>12</u>

Recommended to Satisfy Area Requirements:

Mathematics and Science

MAT 201	Calculus I	5
MAT 202	Calculus II	5
MAT 203	Calculus III	4
CHE 111	General College Chemistry I	5
CHE 112	General College Chemistry II	5
CHE 211	Organic Chemistry I	5
CHE 212	Organic Chemistry II	5
PHY 211	Physics: Calculus-Based I	5
PHY 212	Physics: Calculus-Based II	5
		<u>44</u>

Social and Behavioral Sciences

Electives* 6

Humanities

Electives* 6

Total Credit Hours 68

*Electives must be from general education Courses Required for All Options in this category for this degree.

Cisco Certified Network Associate

Recommended basic skills standards are

- ENG 060
- MAT 066
- REA 090
- STS 060

This certificate program prepares students to design, build, and maintain networks capable of supporting national and global organizations. Course work covers a complete range of basic through advanced networking concepts from pulling cable to such complex concepts as subnet masking rules and strategies. Methods of learning are varied with interactive on-line lessons, texts, movies, and extensive hands-on applications. Upon successful completion, the program graduate is qualified to take the Cisco Networking Associate Certification examination.

Students may complete deficiencies concurrently with the beginning courses in the program. Students not meeting a course prerequisite must have instructor permission to enroll.

Certificate

CIS 206	Cisco Networking Associate I	5
CIS 207	Cisco Networking Associate II	5
CIS 208	Cisco Networking Associate III	5
CIS 209	Cisco Networking Associate IV	<u>5</u>
Total Credit Hours		20

Communication (see Speech)

Computer Aided Drafting (CAD)

Recommended basic skills standards are

- ENG 100
- MAT 105
- REA 115
- STS 060

This program prepares students for drafting positions in manufacturing, engineering, and other areas requiring production-ready drawings and models. Students will learn to prepare 2D and 3D drawings for fabrication using the latest release of AutoCAD. In addition, students will learn blueprint reading,

problem-solving techniques, methods for customizing AutoCAD, use of research tools, general organizational skills, and applications in geometry and trigonometry.

Students should schedule a meeting with the computer aided drafting program advisor prior to enrolling in classes. During this meeting, student goals and preparedness can be assessed.

Students may complete deficiencies concurrently with the beginning courses in the program. Students not meeting a course prerequisite must have instructor permission to enroll.

Certificate

			Cr.
DRT 102	Blueprint Reading		3
DRT 103	Introduction to AutoCAD		3
DRT 104	Advanced AutoCAD		3
DRT 105	AutoCAD Drafting Applications I		3
DRT 106	AutoCAD Drafting Applications II		3
MAT 151	Technical Mathematics I		4
MAT 152	Technical Mathematics II		3
CIS 115	Introduction to Computers		3
	*(9 Credit Hours of Guided Technical Electives)		<u>9</u>

Total Credit Hours 34

*Students must meet with an advisor to select appropriate technical electives.

Computer Information Systems

Recommended basic skills standards are

- ENG 100
- MAT 066
- REA 090
- STS 060

The associate of applied science degree is designed for students who plan careers as information systems specialists. The student will learn and demonstrate basic programming skills, use of spreadsheets, databases, communications, and network software.

Students must also have the ability to type 20 wpm or complete CIS 100. Students may complete deficiencies concurrently with the beginning courses in the program.

Students may complete deficiencies concurrently with the beginning courses in the program. Students not meeting a course prerequisite must have instructor permission to enroll.

Associate of Applied Science Degree

			Cr.
CIS Core			
CIS 110	Introduction to PC Operating Systems: DOS		2
CIS 112	Introduction to Windows: 98		1
CIS 145	PC Database Concepts: Access		3
CIS 150	Introduction to PC Spreadsheet: Excel		1
CIS 151	Intermediate PC Spreadsheet: Excel		1
CIS 152	Advanced PC Spreadsheet: Excel		1
CIS 175	Introduction to Telecommunications		3
CIS 276	Systems Analysis and Design		3
	or		
CIS 279	Computer Information Systems Management		(3)
NET 115	Introduction to Computer Networking		<u>3</u>
			18

Introduction to Programming Courses

Choose 6 hours from the following courses:

CIS 166	Visual Basic Programming	3
CIS 167	C Language Programming: C++	3
CIS 168	Java Programming	3
CIS 260	COBOL Programming	3
		<u>3</u>
		6

Advanced Programming Courses

Choose 3 hours from the following courses:

CIS 261	Advanced COBOL Programming	3
CIS 266	Advanced Visual Basic Programming	3
CIS 267	Advanced C Language Programming: C++	3
		<u>3</u>
		3

Business Courses Required

ACC 110	Business Records	3
BUS 217	Business Communications and Report Writing	3
CST 115	Introduction to Customer Service	3
		<u>3</u>
		9

General Education Courses

BUS 105	Business Mathematics	4
BUS 115	Introduction to Business	3
CIS 115	Introduction to Computer Information Systems	3
ECO 106	Consumer Economics	3
ENG 131	Technical Writing	3
SPE 125	Interpersonal Communication	3
		<u>3</u>
		19

Electives

Choose 6 hours from the following courses:

CIS 131	Introduction to Web Authoring: HTML	1
CIS 133	Advanced Web Authoring: Front Page	1
CIS 166	Visual Basic Programming	3
CIS 167	C Language Programming: C++	3
CIS 168	Java Programming	3
CIS 260	COBOL Programming	3
CIS 261	Advanced COBOL Programming	3
CIS 266	Advanced Visual Basic Programming	3
CIS 267	Advanced C Language Programming: C++	3
CIS 276	Systems Analysis and Design	3
CIS 279	Computer Information Systems Management	3
BUS 171	Cooperative Work Experience I/Internship I	3
MAN 104	Personal Time Management	1
MAN 225	Management Skills for Supervisors	3
		<u>3</u>
		6

Total Credit Hours

61

Certificate*

This certificate program is designed to develop proficiency in using microcomputer software to solve business problems, create output for financial and management transactions, and develop microcomputer techniques to support the total organizational environment. Students may complete deficiencies concurrently with the beginning courses in the program. Students not meeting a course prerequisite must have instructor permission to enroll.

		Cr.
CIS 110	Introduction to PC Operating Systems: DOS	2
CIS 112	Introduction to Windows: 98	1
CIS 115	Introduction to Computer Information Systems	3
CIS 145	PC Database Concepts: Access	3
CIS 150	Introduction to Electronic Spreadsheet: Excel	1
CIS 151	Intermediate PC Spreadsheet: Excel	1
CIS 152	Advanced PC Spreadsheet: Excel	1
CIS 175	Introduction to Telecommunications	3

CIS 276	Systems Analysis and Design	3
	or	
CIS 279	Computer Information Systems	(3)
NET 115	Introduction to Computer Networking	3
		<u>3</u>
		21

Introduction to Programming Courses

Choose 6 credit hours from the following:

CIS 166	Visual Basic Programming	3
CIS 167	C Language Programming: C++	3
CIS 168	Java Programming	3
CIS 260	COBOL Programming	3
		<u>3</u>
		6

Advanced Programming Courses

Choose 3 credit hours from the following:

CIS 261	Advanced COBOL Programming	3
CIS 266	Advanced Visual Basic Programming	3
CIS 267	Advanced C Language Programming: C++	3
		<u>3</u>
		3

Total Credit Hours

30

*Pending State approval

Computer Science

Recommended basic skills standards are

- ENG 060
- MAT 066
- REA 090
- STS 060

This program prepares students for transfer to a four-year school to obtain a baccalaureate degree. Individual courses are needed by students who wish to use the computer to solve problems in engineering, mathematics, sciences, and social sciences leading toward careers in telecommunications, computer design, and computer applications within various science and engineering fields. These courses are also of interest to people who are striving to master their personal computers.

Students may complete deficiencies concurrently with the beginning courses in the program. Students not meeting a course prerequisite must have instructor permission to enroll.

Associate of Science Degree

		Recommended Track	Cr.
CSC 160	Computer Science I		4
ENG 121	English Composition I		3
ENG 122	English Composition II		3
SPE 115	Principles of Speech Communication		3
			<u>3</u>
			13

Recommended to Satisfy Area Requirements:

Mathematics and Science

MAT 165	Discrete Structures	3
MAT 201	Calculus I	5
MAT 202	Calculus II	5
MAT 203	Calculus III	4
CSC 148	FORTTRAN Programming	3
CSC 161	Computer Science II	4
CSC 225	Computer Organization	4
		<u>4</u>
		28

One of the Following Sequences:

BIO 111	General College Biology I	5
BIO 112	General College Biology II	5
CHE 111	General College Chemistry I	(5)
CHE 112	General College Chemistry II	(5)
PHY 211	Physics: Calculus-Based I	(5)
PHY 212	Physics: Calculus-Based II	(5)
		<u>(5)</u>
		10

Social and Behavioral Sciences

Electives*

6

Humanities

Electives*

6

12

Total Credit Hours

63

*Electives must be from general education Courses Required for All Options in this category for this degree.

Criminal Justice

Recommended basic skills standards are

- ENG 100
- MAT 036
- REA 090
- STS 060

This program is designed to upgrade the skills and knowledge of employed criminal justice and private security personnel and to provide a pre-employment program for persons interested in a career in one of the following areas: corrections, investigation/management, and police patrol. A retail/industrial security certificate program is offered. Employment possibilities exist at federal, state, county, and municipal levels in the law enforcement, management, and investigation fields as well as in corrections, probation, and parole. Many opportunities exist in the private security sector.

Students may complete deficiencies concurrently with the beginning courses in the program. Many agencies impose requirements other than education for employment, retention, and/or promotion. These requirements may be related to age, physical condition, height, weight, and vision. The majority of employers in the criminal justice field will not hire persons with a felony conviction, arrest or conviction record involving moral turpitude, or with certain psychological and personality traits. Prospective students with questions concerning their qualification should consult with advisors.

Associate of Applied Science Degrees

Courses Required for All Options

	Cr.
CRJ 110 Introduction to Criminal Justice	3
CRJ 111 Substantive Criminal Law	3
CRJ 118 Report Writing	3
CRJ 135 Judicial Function	3
CRJ 209 Criminal Investigation I	3
CRJ 210 Constitutional Law	3
CRJ 216 Juvenile Law and Procedures	3
CRJ 220 Human Relations and Social Conflicts	3
CRJ 230 Criminology	3
CRJ 251 Police Supervision Techniques	2
CRJ 262 Introduction to Crime Scene Technology	3
	<u>32</u>

General Education Courses

CSC 105 Computer Literacy	3
ENG 121 English Composition I	3
or	
ENG 131 Technical Writing I	(3)
ENG 122 English Composition II	3
or	
SPE 115 Principles of Speech Communication	(3)
PSY 115 Psychology of Adjustment	3
or	
PSY 215 The Criminal Mind	(3)
Elective*	3
	<u>15</u>

*Elective must meet general education requirements in humanities or mathematics and science. See list of approved general education courses on page 53.

Corrections Option

CRJ 113 Criminal Justice Information Systems	3
CRJ 117 Defensive Tactics	3
CRJ 145 Correctional Process	3
CRJ 146 Community Based Corrections	3
CRJ 203 F.A.T.S. Judgmental Shooting	1
CRJ 215 Constitutional Rights of Inmates	3
CRJ 236 Criminal Justice Crisis Intervention	3
CRJ 250 Penology	3
CRJ 255 Organization and Management of Correctional Institutions	3
CRJ 275 Correctional Field Experience	2
Electives	1
	<u>24</u>

General Education Courses

15

Courses required for all options

32

Total Credit Hours

75

Investigations/Management Option

CRJ 112 Procedural Criminal Law	3
or	
CRJ 113 Criminal Justice Information	(3)
CRJ 118 Police Report Writing	3
CRJ 125 Law Enforcement Operations	3
CRJ 160 Fingerprinting	3
CRJ 211 Criminal Investigation II	3
CRJ 212 Criminal Investigation III	2
CRJ 213 Criminal Investigation IV	2
CRJ 260 Police Photography	3
CRJ 264 Practical Crime Scene Investigation	3
CRJ 276 Investigations Field Experience	2
Electives	1
	<u>28</u>

General Education Courses

15

Courses required for all options

32

Total Credit Hours

75

Patrol Option

CRJ 112 Procedural Criminal Law	3
CRJ 115 Law Enforcement Driving	3
CRJ 117 Defense Tactics	3
CRJ 125 Law Enforcement Operations	3
CRJ 161 Police Pistol Training	2
CRJ 201 Police Patrol Procedures	3
CRJ 211 Criminal Investigation II	3
CRJ 236 Criminal Crisis Intervention	3
CRJ 246 Accident Investigation	3
CRJ 277 Patrol Field Experience	2
	<u>28</u>

General Education Courses

15

Courses required for all options

32

Total Credit Hours

75

Certificate

Retail/Industrial Security

CRJ 110	Introduction to Criminal Justice	3
CRJ 111	Substantive Criminal Law	3
CRJ 112	Procedural Criminal Law	3
CRJ 117	Defense Tactics	3
CRJ 140	Introduction to Retail Security	2
CRJ 141	Introduction to Industrial Security	2
CRJ 201	Police Patrol Procedures	3
CRJ 209	Criminal Investigation I	3
CRJ 210	Constitutional Law	3
CRJ 240	Security Administration	2
CRJ 241	Security of Specialized Facilities	2
Total Credit Hours		29

Culinary Arts

Recommended basic skills standards are

- ENG 060
- MAT 036
- REA 090
- STS 060

Culinary Arts is a program of training, both extensive and difficult. The culinary profession is a field different from most others as it demands unusual circumstances and lengthy hours. The traits necessary to become a culinarian are dedication, endurance, and ambition. Upon completion of this program students will be able to work in a professional establishment as second cooks or station supervisors in all preparation areas of an establishment. After further experience with development of culinary skills, we hope to see students considered for responsibility in kitchen managerial areas in the food service industry.

Once students complete the culinary courses, they can apply for certification with the American Culinary Federation by completing the point working requirements. The completion of the culinary courses will give students the required American Culinary Federation educational experience points needed for certification. This program will also help students receive the required work experience points needed for certification levels. Certification levels depend on the individual work experience in the field and by years of job related positions in food service. The culinary program encourages students to receive certification due to the increase of positions in the United States that require certification to work in different professional establishments.

Students may complete deficiencies concurrently with the beginning courses in the program. Students not meeting a course prerequisite must have instructor permission to enroll.

Examinations will be given throughout the duration of the program. Please contact a faculty advisor before registering for courses.

Associate of Applied Science Degree

Recommended Program Sequence

Semester One – Fall		
CUA 101	Introduction to Food Production and Cooking	3
CUA 105	Restaurant Management and Menu Planning	4
CUA 106	Applied Food Service Sanitation	2
CUA 141	Baking Principles and Yeast Products	3
		<u>12</u>

Semester Two – Spring

CUA 125	Breakfast Line Cookery	3
CUA 156	Nutrition for the Food Service Professional	3
CUA 271	Food Service Internship I	4
		<u>10</u>

Semester Three – Summer

CUA 116	Catering, Buffets, and Tableside Cooking	3
CUA 120	Wine and Spirits	2
CUA 128	Center of the Plate	3
ENG 121	English Composition I	3
		<u>11</u>

Semester Four – Fall

CUA 272	Food Service Internship II	4
SPE 225	Organizational Communication	3
MAT 121	College Algebra	4
		<u>11</u>

Semester Five – Spring

CUA 127	Soups, Sauces, and Consommés	3
CUA 162	Purchasing for the Food Service Industry	4
PSY 101	General Psychology I	3
CIS 118	Introduction to PC Applications	3
		<u>13</u>

Semester Six – Summer

CUA 201	Advanced Cuisine and Garde Manger	4
CUA 233	Advanced Line Cooking and Preparation	4
ECO 201	Principles of Macroeconomics	3
		<u>10</u>

Total Credit Hours 67

Certificates

Culinary Arts*

Recommended basic skills standards are

- ENG 060
- MAT 036
- REA 090
- STS 060

This program is designed for students that seek employment as a journeyman cook, station cook, or entry level cook in a professional establishment. Students will develop skills and understanding of line cookery, basic baking, saucier station, production, nutrition, sanitation, menu planning, cold food production, and entree preparation. Examinations will be given throughout the program. Please contact a faculty advisor before registering for courses.

Semester One – Fall		Cr.
CUA 101	Introduction to Food Production and Cooking	3
CUA 105	Restaurant Management and Menu	4
CUA 106	Applied Food Service Sanitation	2
CUA 141	Baking Principles and Yeast Products	3
		<u>12</u>

Semester Two – Spring

CUA 125	Breakfast Line Cookery	3
CUA 127	Soups, Sauces, and Consommés	3
CUA 156	Nutrition for the Food Service Professional	3
		<u>9</u>

Semester Three – Summer

CUA 128	Center of the Plate	3
CUA 201	Advanced Cuisine and Garde Manger	4
CUA 233	Advanced Line Cookery and Preparation	4
		<u>11</u>

Total Credit Hours 32

Baking*

Recommended basic skills standards are

- ENG 060
- MAT 036
- REA 090
- STS 060

This program will prepare students for employment in baking and the art of pastries. The certificate program will develop the students skills and understanding in the areas of chocolates, confections items, ice creams and frozen desserts, yeast products, quick breads, sculpted items, sugar work, use of fruits, and national desserts. Students completing the certificate program could find employment in these specific areas: baker, baking assistant, journeyman baker, cake decorator, candy maker, or pastry cook. Examinations will be given throughout the duration of the program. Please contact a faculty advisor before registering for this program.

Semester One – Fall

CUA 105	Restaurant Management and Menu	4
CUA 106	Applied Food Service Sanitation	2
CUA 141	Baking Principles and Yeast Products	3
CUA 150	Baking: Cake and Pastry Preparation	3
		<u>12</u>

Semester Two – Spring

CUA 151	Baking: Intermediate Bread Preparation	3
CUA 156	Nutrition for the Food Service Professional	3
CUA 162	Purchasing for the Food Service Industry	4
		<u>10</u>

Semester Three – Summer

CUA 152	Individual Fancy Dessert Production	3
CUA 236	Advanced Baking	3
		<u>6</u>

Total Credit Hours

*Pending State approval

Customer Service*

Recommended basic skills standards are

- ENG 060
- MAT 066
- REA 090
- STS 060

The customer service certificate is designed to prepare the student for entry-level positions in business and governmental organizations in the Colorado Springs area.

Students may complete deficiencies concurrently with the beginning courses in the program. Students not meeting a course prerequisite must have instructor permission to enroll.

For the Associate of Applied Science degree, see Business Administration - Customer Service – located on page 67 of this catalog.

Certificate

BUS 171	Cooperative Work Experience I/Internship I	3
CST 115	Introduction to Customer Services	3
CST 221	Advanced Customer Service Concepts	3
PSY 226	Social Psychology	3
PSY 237	Assertiveness Training	3
SPE 125	Interpersonal Communication	3
		<u>18</u>

* Customer Service Electives

Choose 11 hours from the following courses:

CIS 112	Introduction to Windows: 98	1
MAN 104	Personal Time Management	1
MAN 105	Contemporary Business Ethics	3
MAN 106	Action Planning	1
MAN 107	Team Building	1
MAN 108	Personal Leadership Development	1
MAR 216	Principles of Marketing	3
ANT 101	Cultural Anthropology	3
PHI 113	Logic	3
	Total Electives	<u>11</u>

Total Credit Hours

29

* Your Program Advisor may approve additional elective choices.

*Pending State approval

Dental Assisting

Recommended basic skills standards are

- ENG 100
- MAT 036
- REA 090
- STS 060

A dental assistant is a skilled and essential member of the dental health care team in the delivery of preventive and restorative dentistry. The continuing demand for dental assistants makes this program an opportunity for a productive career.

The dental assisting certificate program prepares students for employment as chair-side dental assistants. In addition to the prescribed coursework, a minimum of 300 clinical hours is required to complete the program. Students must provide their own transportation to their clinical sites. A complete physical examination is required prior to the beginning of the clinical experience, and a Hepatitis B vaccination is strongly recommended. Students must be at least 18 years of age before enrolling in Dental Radiology courses. Students must earn a "C" or better in all dental assisting courses, in order to graduate.

The dental assisting certificate program is accredited by the American Dental Association. (ADA). Graduates of the certificate program are eligible to take the Dental Assisting National Board (DANB) Examination

Students who wish to pursue the Associate of Applied Science (AAS) Degree in Dental Assisting must be a graduate of an ADA accredited dental assisting certificate program, be a certified dental assistant, or have two years of full time experience as a dental assistant. Students participating in the AAS Degree program will be given instruction, laboratory experience, and clinical experience in expanded functions as permitted by the Colorado Dental Practice Act.

Students who are interested in either the certificate program or the AAS degree program must meet with a dental assisting program advisor prior to enrolling in any dental assisting courses.

Students may complete deficiencies concurrently with the beginning courses in the program. Students not meeting a course prerequisite must have instructor permission to enroll.

Associate of Applied Science Degree

DEA 101	Dental Science	
DEA 102	Principles of Clinical Practice	
DEA 106	Preventive and Dental Emergency Procedures	
DEA 108	Dental Radiology I	
DEA 109	Dental Radiology II	
DEA 111	Dental Office Procedures	
DEA 114	Dental Materials I	
DEA 115	Dental Materials II	
DEA 173	Clinical Work Experience and Cert. Review	
DEA 200	Introduction to Expanded Duties	
DEA 205	Expanded Functions for Dental Auxiliary	

General Education Courses

PSY 101	General Psychology I	
	or	
PSY 115	Psychology of Adjustment	(3)
SPE 125	Communication Interpersonal	3
	or	
ENG 121	English Composition I	(3)
CIS 115	Introduction to Computers	3
	or	
CIS 118	Introduction to PC Applications	(3)
SPE 115	Principles of Speech Communications	3
	or	
SPE 225	Organizational Communication	(3)
	or	
ENG 122	English Composition II	(3)
PSY 226	Social Psychology	3
	or	
PSY 235	Human Development	(3)

Total Credit Hours

Certificate

DEA 101	Dental Science	
DEA 102	Principles of Clinical Practice	
DEA 106	Preventive and Dental Emergency Procedures	
DEA 108	Dental Radiology I	
DEA 109	Dental Radiology II	
DEA 111	Dental Office Procedures	
DEA 114	Dental Materials I	
DEA 115	Dental Materials II	
DEA 173	Clinical Work Experience and Cert. Review	
CIS 115	Introduction to Computer Information Systems	
SPE 125	Interpersonal Communication	
	or	
ENG 121	English Composition I	(3)

Total Credit Hours 46

Early Childhood Professions

Recommended basic skills standards are

- ENG 100
- MAT 036
- REA 115
- STS 060

Early childhood education, like all education, demands well-prepared teachers. A growing body of research supports the value of high-quality early childhood programs for children's later success in school and in life, the most important determinant of which is the teacher.

Pikes Peak Community College and the early childhood professions program faculty are committed to providing the optimal course of study that meets the career goals of each student. The early childhood professions program is the foundation for a challenging and rewarding career in early childhood care and education as well as other related fields.

Upon completion of the early childhood professions program, students will be able to meet the educational qualifications for group leader and director as defined by the Colorado Department of Human Services.

All students should schedule an appointment with an Early Childhood Professions program advisor prior to enrolling in a class. Please call (719) 540-7450 to schedule an appointment.

Students may complete deficiencies concurrently with the beginning courses in the program. Students not meeting a course prerequisite must have instructor permission to enroll.

Associate of Applied Science Degree

Courses Required for All Options

		Cr.
ECP 101	Introduction to Early Childhood Professions	3
ECP 102	Introduction to Early Childhood Lab Techniques	3
ECP 110	Infant and Toddler Activities	2
ECP 111	Infant and Toddler Theory and Practice	3
ECP 112	Introduction to Infant/Toddler Lab Techniques	3
ECP 120	Infant and Toddler Practicum II	3
ECP 148	Guidance Strategies for Children	3
ECP 161	School Age Practicum	3
ECP 205	Nutrition and the Young Child	3
ECP 212	Family Health	2
ECP 224	The Exceptional Child Practicum	3
ECP 226	Administration of Early Childhood Care and Education Programs	3
ECP 227	Methods/Techniques: Curriculum Development	3
ECP 238	Child Development	3
ECP 251	Recreational Activities	3
ECP 262	Administrative Practicum	3
ECP 273	Early Childhood Education Internship	5
ECP 287	The Exceptional Child	3

3
54

General Education Courses

CIS 118	Introduction to PC Applications	3
SPE 125	Interpersonal Communication	3
PSY 115	Psychology of Adjustment	3
	or	
PSY 101	General Psychology	(3)
SOC 205	Marriage and Family	3
	or	
SOC 101	Introduction to Sociology	(3)
	Elective*	<u>3</u>
		15

Total Credit Hours 69

*Elective must meet general education requirements. See list of approved general education courses.

Certificate

Group Leader

ECP 101	Introduction to Early Childhood Professions	3
ECP 102	Introduction to Early Childhood Lab Techniques	3
ECP 148	Guidance Strategies for Children	3
ECP 227	Methods/Techniques: Curriculum Development	3
ECP 238	Child Development	<u>3</u>

Total Credit Hours 15

Certificate

Director

ECP 101	Introduction to Early Childhood Professions	3
ECP 102	Introduction to Early Childhood Lab Techniques	3
ECP 148	Guidance Strategies for Children	3
ECP 205	Nutrition for the Young Child	3
ECP 226	Administration of ECP Programs	3
ECP 227	Methods/Techniques: Curriculum Dev.	3
ECP 238	Child Development	3
ECP Elective*		3
	*Psychology	3
	*Sociology	<u>3</u>

Total Credit Hours 30

Certificate

Level III

ECP 101	Introduction to Early Childhood Professions	3
ECP 102	Introduction to Early Childhood Lab Techniques	3
ECP 110	Infant and Toddler Activities	2
ECP 111	Infant and Toddler Theory and Practice	3
ECP 112	Introduction to Infant/Toddler Lab Techniques	3
ECP 148	Guidance Strategies for Children	3
ECP 205	Nutrition and the Young Child	3
ECP 226	Administration of Early Childhood Care and Education Programs	3
ECP 227	Methods/Techniques: Curriculum Development	3
ECP 238	Child Development	3
SOC 205	Marriage and Family	3
	or	
SOC 101	Introduction to Sociology	(3)
PSY 115	Psychology of Adjustment	3
	or	
PSY 101	General Psychology	<u>(3)</u>

Total Credit Hours 35

Certificate

Professional Development

Any combination of 3 classes in the following areas:

- Preschool*
- School Age*
- Administration*

*Student must see advisor before enrolling in this program

Certificate

Infant Toddler Express

ECP 110	Infant and Toddler Activities	2
ECP 111	Infant and Toddler Theory and Practice	3
ECP 112	Introduction to Infant/Toddler Lab Techniques	3
	or	
ECP 238	Child Development	<u>(3)</u>

Total Credit Hours 8

Economics

Recommended basic skills standards are

- ENG 100
- MAT 036
- REA 090
- STS 060

Economics is a social science which studies the allocation of scarce or limited resources to satisfy the unlimited wants and desires of society. Students will study, in addition to economics, a wide range of subjects including humanities, mathematics, science, and social and behavioral sciences. Economics integrates a wide spectrum of academics with practical applications to business and real-world events. This program provides graduates an Associate of Arts Degree, and prepares them for transfer to a four-year school to obtain a Bachelors Degree.

Students may complete deficiencies concurrently with the beginning courses in the program. Students not meeting a course prerequisite must have instructor permission to enroll.

Associate of Arts Degree

Recommended Track

Minimum Requirements

I. English/Speech		
ENG 121	English Composition I	3
ENG 122	English Composition II	3
SPE 115	Principles of Speech Communication	<u>3</u>
		9

II. Computer Communication

CSC 105	Computer Literacy	<u>3</u>
		3

Suggested to Fulfill This Track:

III. Mathematics and Science

MAT 121	College Algebra	4
MAT 135	Introduction to Statistics	3
GEY 111	Physical Geology	<u>4</u>
		11

IV. Social and Behavioral Sciences*

ECO 201	Principles of Macroeconomics	3
ECO 202	Principles of Microeconomics	3
POS 111	American Government	<u>3</u>
		9

V. Humanities*

GER 111	German I (or any q Language)	5
GER 112	German II (or any q Language)	5
PHI 111	Introduction to Philosophy	<u>3</u>
		13

VI. Communication Studies or Fine Arts

Any course from approved list p. 53	<u>3</u>
	3

VII. Recommended Electives

ECO 205	Contemporary Economic Issues	3
ECO 225	Money and Banking	3
HIS 101	Western Civilization I	3
PSY 101	General Psychology I	<u>3</u>
		12

Total Credit Hours

60

* See AA degree for sequence requirements.

See the Associate of Arts Degree listing on page XX. In addition, many courses can be substituted using the courses listed on pages XX-XX.

Education

Colorado teacher certification guidelines require that prospective teachers first pursue a bachelor's degree in the subject area they wish to teach. PPCC students interested in teaching work toward an AA or AS degree in that subject area. Education (EDU) courses introduce students to the issues, demands, and standards of the profession and can help them make decisions about entering the teaching field. However, since the transferability of these courses is limited, students should check with the institution to which they plan to transfer.

Electronics Technology

Recommended basic skills standards are

- ENG 060
- MAT 066
- REA 090
- STS 060

This degree program prepares students with technical job entry skills as electronics technicians. Graduates become qualified to work in electronic automation and in control systems environments. Measurement, instrumentation, and control systems automation are work-related areas for career path employment.

Maximizing student success in the electronic program is the department goal. The program faculty recommends the following desirable skill and knowledge foundations be developed to enhance student success:

- developed college-level study skills
- working knowledge of algebraic principles and basic trigonometric functions
- college-level reading and comprehension skills
- working knowledge and application of college-level English
- demonstrated time management skills
- awareness of workplace utilization of self-management workteams
- basic understanding of physics principles
- keyboarding, mouse and MS Windows experience
- understanding of basic science and physics principles

Students desiring individualized program planning suggestions are encouraged to acquire recommendation information from program faculty. Please call (719) 540-7450 to schedule an appointment.

Fall semester course sequencing provides concurrent enrollment in ELE 110, 111, 112, and 113 for both day and evening classes. Please see a program faculty person if you are unable to take these courses concurrently.

Detailed descriptions of each program course can be accessed under the ELE prefix listing at the back of this catalog.

Students may complete deficiencies concurrently with the beginning courses in the program. Students not meeting a course prerequisite must have instructor permission to enroll.

Associate of Applied Science Degree

Recommended Program Sequence – Days

Semester One – Fall		Cr.
ELE 110	Electronic Programming Applications	3
ELE 111	Data Acquisition and Applications	2
ELE 112	Passive Circuits	4
ELE 113	Passive Circuits Lab	<u>4</u>
		13

Semester Two – Spring

ELE 114	Semiconductor Active Devices	4
ELE 115	Semiconductor Active Devices Lab	4
ELE 118	Digital Circuits	4
ELE 119	Digital Circuits Lab	<u>4</u>
		16

Semester Three – Fall

ELE 211	Semiconductor Active Devices and Mixed Signal IC's	6
ELE 212	Semiconductor Active Devices and Mixed Signal IC's Lab	6
ELE 222	Microprocessor Control Systems	<u>4</u>
		16

Semester Four – Spring

ELE 223	Microprocessor Interface and Industry Applications	3
ELE 224	Enhanced Microprocessor Systems	6
ELE 225	Enhanced Microprocessor Systems Lab	<u>6</u>
		15

General Education Courses to be scheduled by student

15

Total Credit Hours

75

Recommended Program Sequence - Nights

Semester One – Fall		Cr.
ELE 110	Electronic Programming Applications	3
ELE 111	Data Acquisition and Applications	2
ELE 112	Passive Circuits	4
ELE 113	Passive Circuits Lab	<u>4</u>
		13

Semester Two – Spring

ELE 114	Semiconductor Active Devices	4
ELE 115	Semiconductor Active Devices Lab	4
	or	
ELE 118	Digital Circuits	(4)
ELE 119	Digital Circuits Lab	<u>(4)</u>
		8

Semester Three – Summer

ELE 211	Semiconductor Active Devices	6
ELE 212	Semiconductor Active Devices Lab	6
	or	
ELE 222	Microprocessor Systems	(4)
ELE 223	Microprocessor Interface and Industry Applications	<u>(3)</u>
		12/7

Semester Four – Fall

ELE 118	Digital Circuits	4
ELE 119	Digital Circuits Lab	4
	or	
ELE 224	Enhanced Microprocessor Systems	(6)
ELE 225	Enhanced Microprocessor Systems Lab	(6)
		<u>8/12</u>

Semester Five – Spring

ELE 224	Enhanced Microprocessor Systems	6
ELE 225	Enhanced Microprocessor Systems Lab	6
	or	
ELE 114	Semiconductor Active Devices	(4)
ELE 115	Semiconductor Active Devices Lab	(4)
		<u>12/8</u>

General Education Courses to be scheduled by student 15

Total Credit Hours 63-68

General Education Courses:

BUS 217	Business Communication and Report Writing	3
MAN 109	Team Skills in the Business Environment	2
MAT 151	Technical Mathematics I	4
PHY 133	Technical Physicals	5
	Electives*	<u>1</u>
		15

*Electives must meet general education requirements. See list of approved general education courses.

NOTE: ELE 210, 211, 212, and 213 are also available for students who desire advanced microprocessor training.

Emergency Medical Services

Recommended basic skills standards are

- ENG 060
- REA 060
- MAT 036
- STS 060

Pikes Peak Community College offers a variety of courses in the Emergency Medical Services field. It is a State of Colorado, Department of Health and Environment, Pre-hospital Care Division, approved training center and training group. It has the approval of the State Board for Community Colleges and Occupational Education. The programs are implemented with the cooperation of local medical societies and emergency medical agencies.

Certificate

EMS 115	First Responder	Cr. 3
EMS 125	Emergency Medical Technician – Basic	8
EMS 126	Emergency Medical Technician – Basic Refresher	<u>3</u>
Total Credit Hours		14

Associate of Applied Science Degree

This program provides the Emergency Medical Technician of any level of training with the opportunity to complete the educational requirements for the AAS Degree in Emergency Medical Services. Students at the EMT – Basic and EMT – Intermediate level can advance their knowledge in emergency medical care. Options are designed for the EMT – Paramedic level to allow the student an opportunity to pursue a career compatible with their interest. A single option or combination of options may be pursued.

General Education Requirements for All Options

BIO 141	Applied Anatomy and Physiology & Disease Processes I	Cr. 5
BIO 142	Applied Anatomy and Physiology & Disease Processes II	4
PSY 101	General Psychology I	3
	or	
ENG 121	English Composition I	(3)
CIS 115	Introduction to Computers	3
	or	
CIS 118	Introduction to PC Applications	(3)
	or	
CSC 105	Computer Literacy	<u>(3)</u> 15

Emergency Medical Technician - Basic and Intermediate Option

Fourteen (14) credit hours will be awarded for the successful completion of an approved Emergency Medical Technician - Basic and Intermediate Program.

Courses for Basic and Intermediate Option

MOT 181	Medical Terminology I	2
MOT 185	Medical Terminology II	2
EMS 130	Pediatric Emergencies	3
EMS 131	Geriatrics	3
EMS 136	Wellness for Emergency Services	1
EMS 137	Advanced Patient Assessment & History Taking	2
PSY 226	Social Psychology	3
PSY 227	Death and Dying	3
PSY 247	Child Abuse and Neglect	<u>3</u>
		22

Electives for Basic and Intermediate

Fifteen (15) hours of any approved elective courses.

Suggested courses to be transferred in can include, but are not limited to: IV Therapy, EKG, Advanced EKG, Emergency Vehicle Operator Course, Basic Trauma Life Support, and ACT. Intermediate level may use ACLS, PALS, or any approved course. Other technical courses may be substituted with permission from the program director.

Emergency Medical Technician – Paramedic Option

Twenty-six (26) credit hours will be awarded for the successful completion of an approved Emergency Medical Technician - Paramedic Program. This will include four (4) credit hours for Medical Terminology I and II.

Electives for Paramedic

Twelve (12) credit hours of any approved elective course.

Suggested courses to be transferred in can include, but are not limited to: IV Therapy, EKG, Advanced EKG, Emergency Vehicle Operator Course, Basic Trauma Life Support, and ACT. Other technical courses may be substituted with permission from the program director.

Emergency Medical Technician – Paramedic Tracks

Business and Management Track

BUS 115	Introduction to Business	3
BUS 216	Legal Environment of Business	3
MAN 225	Management Skills for Supervisors	3
MAN 251	Human Resource Management	3
MAR 216	Principles of Marketing	3
		<u>15</u>

Science Track

BIO 201	Anatomy and Physiology I	4
BIO 202	Anatomy and Physiology II	4
BIO 151	Introduction to Nutrition I	3
BIO 205	Microbiology	5
		<u>16</u>

Psychology Track

*are required courses

Choose 15 hours from the following courses:

PSY 226	Social Psychology *	3
PSY 227	Death & Dying*	3
PSY 247	Child Abuse and Neglect*	3
PSY 235	Human Development	3
PSY 115	Psychology of Adjustment	3
PSY 265	Psychology of Personality	3
		<u>15</u>

Emergency Services Track

Choose 15 hours from the following courses*

FST 201	Instructional Methodology	3
FST 202	Fire Fighting Strategy and Tactics I	3
FST 206	Personnel Supervision I	3
FST 250	Chemistry for Fire Protection	3
FST 255	Fire Department Administration	3
FST 256	Fire Service EMS Management	3
FST 257	Volunteer Fire Department Administration	3
FST 259	Wildfire	3
CRJ 210	Constitutional Law	3
CRJ 220	Human Relations and Social Conflicts	3
CRJ 251	Police Supervision Techniques	3
		<u>15</u>

*Other technical courses may be substituted with permission from the program coordinator.

Total Credit Hour Requirements

Emergency Medical Technician – Basic	66
Emergency Medical Technician – Intermediate	66

Emergency Medical Technician – Paramedic 68-69

Energy Management and Control Systems Technology

Recommended basic skills standards are

- ENG 060
- MAT 066
- REA 090
- STS 060

This program prepares students to enter the field of building control systems as it pertains to energy management and environmental control systems. Students learn how digital management systems interface with energy systems such as heating, ventilation, and air conditioning of commercial and industrial buildings.

Students may complete deficiencies concurrently with the beginning courses in the program. Students not meeting a course prerequisite must have instructor permission to enroll.

Students must also demonstrate proficiency equivalent to or completion of ELE 110,111,112,113.

Associate of Applied Science Degree

Courses Required for All Options

			Cr.
FMT 121	Refrigeration Fundamentals		4
FMT 132	Residential HVAC Controls		4
FMT 222	Heating, Ventilating, and Air Conditioning Systems Troubleshooting		7
FMT 231	Advanced Control Systems I		4
FMT 232	Advanced Heating		3
FMT 241	Advanced Air Conditioning		3
ELE 114	Active Devices I		4
ELE 115	Active Devices Lab I		4
ELE 118	Digital Circuits		4
ELE 119	Digital Circuits Lab		4
ELE 224	Enhanced Microprocessor Systems		6
ELE 225	Enhanced Microprocessor Systems Lab		6
			<u>53</u>

General Education Courses:

ENG 131	Technical Writing	3
PSY 106	Human Relations	3
MAT 151	Technical Mathematics I	4
MAT 152	Technical Mathematics II	3
SPE 217	Group Communication	3
		<u>16</u>

Total Credit Hours

69
NOTE: ELE 116, 117, FMT 242, and SYS 200, 201, 202, 203 are also available for students who desire advanced training.

English

Recommended basic skills standards are

- ENG 100
- MAT 036
- REA 090
- STS 060

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

Students may complete deficiencies concurrently with the beginning courses in the program. Students not meeting a course prerequisite must have instructor permission to enroll.

Associate of Arts Degree

Recommended Track

Minimum Requirements

I. English/Speech

ENG 121	English Composition I	
ENG 122	English Composition II	
SPE 115	Principles of Speech Communication	

II. Computer Communication

CSC 105	Computer Literacy (or CSC 116 or CSC 160)	
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Suggested to Fulfill This Track:

III. Mathematics and Science

MAT 135	Introduction to Statistics	
GEY 111	Physical Geology	
GEO 111	Physical Geography: Landforms	

IV. Social and Behavioral Sciences*

Choose 9 hours from the following courses:

ANT 101	Cultural Anthropology	
	or	
ANT 111	Physical Anthropology	(3)
HIS 101	Western Civilization I	3
	or	
HIS 102	Western Civilization II	(3)
HIS 201	American History I	3
	or	
HIS 202	American History II	(3)
PSY 101	General Psychology I	3
	or	
PSY 102	General Psychology II	(3)

V. Humanities*

HUM 121	Survey of Humanities I	3
LIT 201	Masterpieces of Literature I	3
LIT 202	Masterpieces of Literature II	3

VI. Communication Studies or Fine Arts

ART 205	Film Studies	3
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VII. Recommended Electives

Choose 17 hours from the following courses:

ART 111	Art History I	3
ENG 221	Creative Writing I	4
ENG 222	Creative Writing II	4
HUM 122	Survey of Humanities II	3
HUM 123	Survey of Humanities III	3
JOU 102	Introduction to Editing	3
LIT 115	Introduction to Literature	3
LIT 121	Survey of Mythology	3
LIT 125	Study of the Short Story	3
LIT 211	Survey of American Literature I	3
LIT 212	Survey of American Literature II	3
LIT 221	Survey of British Literature I	3
LIT 222	Survey of British Literature II	3
LIT 265	Native American Literature	3
LIT 270	Celtic Literature and Art	2
PHI 111	Introduction to Philosophy	3
THE 211	Development of the Theatre I	3
THE 212	Development of the Theatre II	3

Total Credit Hours

*See AA degree for sequence requirements

17
60

Entrepreneurial*

Recommended basic skills standards are

- ENG 060
- MAT 066
- REA 090
- STS 060

The entrepreneurial certificate program is designed for those who either wish to start up their own business or further develop an existing business. It provides students with an understanding of small business and its place within the U.S. economy and society. The program focuses on the fundamental factors concerned with the establishment and successful operation of small business including financing and sources of funds; organizing the business and establishing policies; learning characteristics necessary for business success; and examining the future prospects of small business on both a national and international level. The curriculum requires direct student involvement in the understanding and analysis of various approaches and situations in buying, selling, and operating different kinds of business investments.

Students may complete deficiencies concurrently with the beginning courses in the program. Students not meeting a course prerequisite must have instructor permission to enroll.

For the Associate of Applied Science Degree, see Business Administration – Entrepreneurial located on page 68 of this catalog.

Certificate

CST 115	Introduction to Customer Service	3
MAN 104	Time Management	1
MAN 105	Contemporary Business Ethics	3
MAN 107	Team Building	1
MAN 227	Small Business Management	3
MAN 251	Human Resource Management	3
MAN 258	Principles of Finance	3
MAR 102	Principles of Advertising	3
MAR 117	Principles of Retailing	3
MAR 145	Merchandising	3
MAR 216	Principles of Marketing	3

Total Credit Hours

*Pending State approval

29

Environmental Health and Safety

Recommended basic skills standards are

- ENG 100
- MAT 036
- REA 090
- STS 060

This program prepares individuals for employment in safety management positions or helps those employed in the field to upgrade.

Students may complete deficiencies concurrently with the beginning courses in the program. Students not meeting a course prerequisite must have instructor permission to enroll.

Associate of Applied Science Degree

Courses Required for All Options:

			Cr.
SAF	131	Introduction to Industrial Safety Practice	3
SAF	134	Workmen's Comp and Benefit Programs	3
SAF	136	Investigation of Accidents	2
SAF	142	General Industry Construction and Mine Safety Standards	4
SAF	165	HAZWOPER	3
SAF	221	DOT and Fleet Safety Requirements	3
SAF	222	Principles of Fire Protection	2
SAF	223	Principles of Industrial Hygiene	2
SAF	224	Legal Aspects of Safety & Enviro Health	3
SAF	226	Noise Abatement Techniques	4
SAF	239	Principles of Semiconductor Safety I	2
SAF	240	Principles of Semiconductor Safety II	2
SAF	242	Introduction to Hazardous Materials, Substances, Wastes and Environ Stds	3
SAF	257	Property and Risk Liability Management	4
BUS	217	Business Communication and Report Writing	3
CRJ	141	Introduction to Industrial Security	2
MAN	251	Human Resource Management	3
			48

General Education Courses:

BUS	105	Business Mathematics	4
CHE	101	Introduction to Chemistry I	5
CIS	115	Introduction to Computers	3
ENG	121	English Composition I	3
ENG	122	English Composition II	3
SPE	115	Principles of Speech Communication	3
			21

Total Credit Hours **69**

Certificate

			Cr.
SAF	131	Introduction to Industrial Safety Practice	3
SAF	134	Workmen's Comp and Benefit Programs	3
SAF	136	Investigation of Accidents	2
SAF	142	General Industry Construction and Mine Safety Standards	4
SAF	165	HAZWOPER	3
SAF	221	DOT and Fleet Safety Requirements	3
SAF	222	Principles of Fire Protection	2
SAF	223	Principles of Industrial Hygiene	2
SAF	226	Noise Abatement Techniques	4
SAF	239	Principles of Semiconductor Safety I	2
SAF	240	Principles of Semiconductor Safety II	2
SAF	242	Introduction to Hazardous Materials, Substances, Wastes, and Environ Stds	3
SAF	257	Property and Risk Liability Management	4
			4

Total Credit Hours **37**

Environmental Studies

Recommended basic skills standards are

- ENG 100
- MAT 036
- REA 090
- STS 060

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

Students may complete deficiencies concurrently with the beginning courses in the program. Students not meeting a course prerequisite must have instructor permission to enroll.

Associate of Arts Degree

Recommended Track

Minimum Requirements

			Cr.
I. English/Speech			
ENG	121	English Composition I	3
ENG	122	English Composition II	3
SPE	115	Principles of Speech Communication	3
			9
II. Computer Communications			
CSC	105	Computer Literacy	3
		or	
CSC	116	Problem Solving with EXCEL	3
			(3)
			3

Suggested to fulfill this track:

III. Mathematics and Science

Choose 9 credit hours total, of which only one in science may be non-core (3-4 from math and 6-7 from science)

MAT	135	Introduction to Statistics	3
		or	
MAT	121	College Algebra	(4)
		and	
BIO	111	General College Biology I	5
GEY	111	Physical Geology	4
GEY	121	Historical Geology	4
CHE	111	General College Chemistry I	5
PHY	111	Physics: Algebra Based	5
			9

IV. Social and Behavioral Sciences

Choose 9 credit hours (Sequence Needed)

ANT	101	Cultural Anthropology	3
ANT	111	Physical Anthropology	3
		(ANT 101 and ANT 111 are a sequence)	
		or	
POS	105	Introduction to Political Science	3
POS	111	American Government	3
		(POS 105 and POS 111 are a sequence)	
		and	
ECO	202	Microeconomics	3
GEO	105	World Regional Geography	3
HIS	202	U.S. History II	3
			9

V. Humanities:

Choose 9 credit hours (Sequence Needed)

HUM 122	Survey of Humanities II	3
	or	
HUM 123	Survey of Humanities III	(3)
LIT 115	Introduction to Literature	3
PHI 111	Introduction to Philosophy	3
PHI 112	Ethics	3
	(PHI 111 and PHI 112 are a sequence)	
ART 110	Art Appreciation	3
Any CORE	Foreign Language	<u>(5)</u>
		9

VI. Communication Studies or Fine Arts

Choose 3 credits, from approved Fine Arts electives list, or Choose from the following recommended courses.

ART 121	Drawing I	3
ART 150	Fundamentals of Photography	3
JOU 121	Photojournalism	<u>3</u>
		3

VII. Recommended Electives: Choose 18 credit hours

ANT 211	Cultural Resource Management	3
ANT 266	Culture Studies	3
ANT 107	Archeology	3
BIO 133	Ecology	4
ECO 205	Contemporary Economic Issues	3
GEO 111	Physical Geography: Landforms	3
GEO 112	Weather and Climate	4
GEO 113	Economic Geography	3
GEO 206	Cartography	4
GEO 125	Geography of Colorado	3
HIS 207	American Environmental History	3
HIS 225	Colorado History	3
HUM 266	Culture Studies	3
PHI 205	Environmental Ethics	3
POS 206	Environmental Policy Making	<u>3</u>
		18

Total Credit Hours 60

Facilities Maintenance Technology

This program prepares students to enter the facilities maintenance field. This field of work involves different trade disciplines. The one-year core courses train students in residential heating, ventilation, air conditioning, and refrigeration. Students can then choose from three options that will enable them to choose an area of concentration as it pertains to facility maintenance.

The AAS degree should enhance students' initial entry placement and better prepare them for upward mobility within any of the three option areas.

All students should schedule advising appointments with the facilities maintenance technology program advisor before enrolling in classes.

For success in this program, the faculty recommends proficiency in math, reading, and English.

The following is a listing of core courses required for all options. Students entering on a full-time basis beginning in the fall semester should adhere to the following sequence of courses. Please note that the FMT courses as listed below in all options are offered ONLY as listed. Failure to take a course within the recommended sequence may result in an unnecessary delay in reaching program goals.

Students may wish to attend summer classes to fulfill their general education course requirements, thereby lightening their fall and spring semester loads.

Students may complete deficiencies concurrently with the beginning courses in the program. Students not meeting a course prerequisite must have instructor permission to enroll.

Associate of Applied Science Degree

Fall Semester – First Year		Cr.
FMT 121	Refrigeration Fundamentals	4
FMT 122	E.P.A. Certification	1
FMT 131	Electrical Fundamentals	4
FMT 141	Residential Heating	4
MAT 156	Problem Solving in College Mathematics	<u>4</u>
		17

Spring Semester – First Year		Cr.
FMT 123	Refrigerator Repair & Service	4
FMT 132	Residential HVAC Controls	4
FMT 142	Residential Air Conditioning	4
FMT 143	Residential HVAC Trouble Shooting	4
PSY 106	Human Relations	<u>3</u>
		19

Heating, Ventilation, Air Conditioning, and Refrigeration Option

The Heating, Ventilation, Air Conditioning, and Refrigeration (HVAC&R) Option will prepare the student for entry-level residential and commercial heating, ventilating, air conditioning and refrigeration. The emphasis will be on the servicing and maintenance of equipment found in residences, commercial buildings, and large facilities.

Fall Semester – Second Year		
FMT 221	Advanced Refrigeration	5
FMT 231	Advanced Controls I	4
FMT 232	Advanced Heating	3
CIS 115	Introduction to Computers	3
SPE 217	Group Discussion	<u>3</u>
		18

Spring Semester – Second Year		
FMT 222	HVAC Systems Trouble Shooting	5
FMT 241	Advanced Air Conditioning	3
FMT 242	Advanced Controls II	4
ENG 131	Technical Writing	<u>3</u>
		15

Total Hours for HVAC & R Degree Option 69

General Maintenance Option

The General Maintenance Option prepares the student for entry-level employment as a multi-faceted, multi-skilled technician who will be prepared to maintain and make minor repairs to residential and commercial HVAC&R, appliances, electrical and plumbing systems.

Summer Semester – First Year

FMT 102	Facilities Electrical	Cr.	4
FMT 204	Facilities Maintenance		4
CIS 115	Introduction to Computers		3
			<u>11</u>

Fall Semester – Second Year

FMT 112	Swimming Pool Maintenance	Cr.	2
FMT 201	Appliance Technology I		7
ENG 131	Technical Writing		3
			<u>12</u>

Spring Semester – Second Year

FMT 103	Facilities Plumbing		4
FMT 202	Appliance Technology II		7
SPE 217	Group Discussion		3
			<u>14</u>

Total Hours for General Maintenance Degree Option

73

Major Appliance Repair Option

The major appliance option prepares the student for entry-level employment in the repair and service of residential HVAC equipment and major appliances.

Fall Semester – Second Year

FMT 201	Appliance Technology I	Cr.	7
ENG 131	Technical Writing		3
CIS 115	Introduction to Computers		3
SPE 217	Group Discussion		3
			<u>16</u>

Spring Semester – Second Year

FMT 103	Facilities Plumbing		4
FMT 202	Appliance Technology II		7
FMT 203	Appliance Technology III		4
			<u>15</u>

Total Hours for Major Appliance Degree Option

67

Certificate

Facilities Maintenance - Residential

The residential facilities maintenance certificate option provides a student with entry-level skills as a helper or apprentice in the installation, repair, and service of residential heating, ventilating, air conditioning, and refrigeration equipment found in today's residences.

Fall Semester – First Year

FMT 121	Refrigeration Fundamentals	Cr.	4
FMT 122	E.P.A. Certification		1
FMT 131	Electrical Fundamentals		4
FMT 141	Residential Heating		4
			<u>13</u>

Spring Semester – First Year

FMT 123	Refrigerator Repair & Service		4
FMT 132	Residential HVAC Controls		4
FMT 142	Residential Air Conditioning		4
FMT 143	Residential HVAC Trouble Shooting		4
			<u>16</u>

Total Hours for Residential Certificate

29

Industry Upgrade

The industry upgrade certificate is designed for technicians currently employed in the HVAC&R field who desire to upgrade their skills. The courses within this certificate option are constantly updated to include discussion of new technologies and equipment found in modern large facilities.

Fall Semester – First Year

FMT 221	Advanced Refrigeration	Cr.	5
FMT 231	Advanced Controls I		4
FMT 232	Advanced Heating		3
			<u>12</u>

Total Credit Hours

12

Spring Semester – Second Year

FMT 222	HVAC Systems Trouble Shooting		5
FMT 241	Advanced Air Conditioning		3
FMT 242	Advanced Controls II		4
			<u>12</u>

Total Credit Hours

12

Total Hours for Industry Upgrade Certificate

24

Farrier Science

Farrier Science is the knowledge, technique, and process of shoeing horses. This program is designed for private horse owners as well as those who wish to become commercial farriers. The complete 12 credit program is offered each year from April through July with a 4 credit class offered in the fall. Theory classes are generally held in the evening. Lab sessions are held on the weekends at various ranches and stables throughout the area. Students must have average skill in handling horses and possess a general knowledge of ordinary hand tools.

Detailed descriptions of each program course can be accessed under the FAS prefix listing at the back of this catalog.

Because of the unique schedule and special tuition of this program, students should contact the division office at (719) 540-7347.

Students may complete deficiencies concurrently with the beginning courses in the program. Students not meeting a course prerequisite must have instructor permission to enroll.

Certificate

Cr.

Farrier Option

FAS 100	Farrier Science I		4
FAS 110	Farrier Science II		4
FAS 120	Farrier Science III		4
			<u>12</u>

Total Credit Hours

12

Master Farrier Option

FAS 130	Master Farrier I		4
FAS 140	Master Farrier II		4
FAS 150	Master Farrier III		4
			<u>12</u>

Total Credit Hours

12

Financial Services*

Recommended basic skills standards are

- ENG 060
- MAT 066
- REA 090
- STS 060

The financial services certificate program is designed for students who wish to pursue a career in financial planning, credit management, or insurance.

Nine (9) hours of cooperative work experience/internship are required. Cooperative work experience/internship will be conducted with a variety of local businesses on an arranged basis. For this program of study, students should provide a resume to the program coordinator upon declaring this emphasis area and must realize that in their second year of study they will be required to work at an assigned, approved training location.

Students may complete deficiencies concurrently with the beginning courses in the program. Students not meeting a course prerequisite must have instructor permission to enroll.

For the Associate of Applied Science Degree, see Business Administration – Financial Services – located on page 68 of this catalog.

Certificate

	Cr.
BUS 171 Coop. Work Experience I/Internship I	3
BUS 172 Coop. Work Experience II/Internship II	3
BUS 271 Advanced Coop. Work Experience I/Internship I	3
CST 115 Introduction to Customer Service	3
IRM 121 Principles of Insurance	3
IRM 126 Introduction to Financial Planning	3
IRM 154 Essentials of Risk Management	3
MAN 106 Action Planning	1
MAN 107 Team Building	1
MAN 258 Principles of Finance	3
MAR 216 Principles of Marketing	3
	<u>3</u>

Total Credit Hours **29**

*Pending State approval

Fire Science Technology

Recommended basic skills standards are

- ENG 100
- MAT 036
- REA 115
- STS 060

This program is designed to prepare individuals who have little or no experience with the firefighting profession for entry-level positions in the fire service industry. This program is also designed to allow experienced firefighters to receive awarded credits for knowledge gained through experience and training through the Fire Science Student Work Experience Evaluation Program, after which their learning can be expanded by successfully completing additional courses to complete their degree.

A plan for the entry into and completion of the fire science technology degree should be discussed with the Fire Science Faculty advisors. This advising is needed to provide thorough information of the requirements of the degree program as well as to align the courses of the degree with the students' academic and career goals.

Students may complete deficiencies concurrently with the beginning courses in the program. Students not meeting a course prerequisite must have instructor permission to enroll.

Associate of Applied Science Degree

Technical Courses		Cr.
FST 102	Introduction to Fire Science/Suppression	3
FST 103	Firefighter Occupational Health and Safety	3
FST 104	Fire Protection Systems	3
FST 105	Building Plans and Construction	3
FST 106	Fire Inspection Practices	3
FST 107	Hazardous Materials I	3
FST 201	Instructional Methodology	3
FST 202	Fire Fighting Strategy and Tactics	3
FST 203	Fire Science Hydraulics	3
FST 204	Fire Codes and Ordinances	3
FST 205	Fire Cause and Determination	3
FST 206	Company Officer Leadership/Supervision	3
FST 250	Chemistry for Fire Protection	3
		<u>39</u>

Technical Elective Courses

Choose 15 hours from the following courses:

FST 100	Firefighter I	7
FST 101	Firefighter II	6
FST 150	Introduction to Fire Prevention and Education	3
FST 151	Driver/Operator	4
FST 207	Fire Fighting Strategy and Tactics II	3
FST 252	Fire Arson Detection	3
FST 253	Fire Ground Organization and Command	3
FST 254	Hazardous Materials II	3
FST 255	Fire Department Administration	3
FST 256	Fire Service EMS Management	3
FST 257	Volunteer Fire Department Administration	3
FST 259	Wildland Fires	3
EMS 125	EMT - Basic	8
		<u>15</u>

*Other related technical courses may be substituted under technical electives with permission from the program coordinator.

General Education Courses

CIS 118	Introduction to PC Applications	3
SPE 225	Introduction to Organizational Communication and	3
ENG 131	Technical Writing	3
	or	
ENG 121	English Composition I	(3)
	or	
ENG 122	English Composition II	(3)
POS 111	American Government	3
	or	
POS 125	American State and Local Government	(3)
MAT 110	Basic Finite Mathematics	3
		<u>15</u>

Total Credit Hours **69**

Food Management (See Culinary Arts)

Foreign/Native Language

Recommended basic skills standards are

- ENG 100
- MAT 036
- REA 090
- STS 060

Learning about another culture is one of the best ways of expanding one's world, and this expansion happens most effectively through the study of another language. The foreign/native language program is designed to facilitate just such an expansion with a full range of courses offered regularly in French, German, Italian, Japanese, Russian, and Spanish and selected courses in Chinese, Korean, Navajo, Cherokee, and Lakota. Listening comprehension and speaking skills are stressed in all classes. The knowledge of a second language may be especially beneficial to those who choose careers in such fields as journalism, law enforcement, social and behavioral sciences, art history, education, et cetera.

Students may complete deficiencies concurrently with the beginning courses in the program. Students not meeting a course prerequisite must have instructor permission to enroll.

Associate of Arts Degree

Recommended Track

Minimum Requirements

I. English/Speech

ENG 121	English Composition I	3
ENG 122	English Composition II	3
SPE 115	Principles of Speech Communication	<u>3</u>
		9

II. Computer Communication

CSC 105	Computer Literacy (or CSC 116 or CSC 160)	<u>3</u>
		3

Suggested to Fulfill This Track:

III. Mathematics and Science

MAT 135	Introduction to Statistics	3
AST 101	Astronomy I and	4
AST 102	Astronomy II or	4
BIO 111	General College Biology I and	(5)
BIO 112	General College Biology II	<u>(5)</u>
		11-13

IV. Social and Behavioral Sciences*

ANT 101	Cultural Anthropology	3
ANT 111	Physical Anthropology	3
HIS 101	Western Civilization I or	3
HIS 102	Western Civilization II	<u>(3)</u>
		12

V. Humanities*

Any CORE	Foreign Language Sequence (□)	10
HUM 121	Survey of Humanities I or	3
HUM 122	Survey of Humanities II or	(3)
HUM 123	Survey of Humanities III	<u>(3)</u>
		13

VI. Communication Studies or Fine Arts

Choose 3 credit hours from list on p. 53		<u>3</u>
		3

VII. Recommended Electives

Choose 12 hours from the following courses:

Any CORE	Foreign/Native Language Course (III/IV)	3
HUM 237	Hispanic Arts of the Southwest	3
HUM 238	Sacred Images, Sacred Places	3
HUM 137	Arts and Cultures of Mexico	3
LIT 201	Masterpieces of Literature I	3
LIT 202	Masterpieces of Literature II	3
PHI 111	Introduction to Philosophy	3
THE 204	Voice and Articulation I	2
THE 205	Voice and Articulation II	<u>3</u>
		12

Total Credit Hours

63-64

*See AA degree for sequence requirements

Geography

Recommended basic skills standards are

- ENG 100
- MAT 036
- REA 090
- STS 060

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

Students may complete deficiencies concurrently with the beginning courses in the program. Students not meeting a course prerequisite must have instructor permission to enroll.

Associate of Arts Degree

Recommended Track

Minimum Requirements

I. English/Speech

ENG 121	English Composition I	3
ENG 122	English Composition II	3
SPE 115	Principles of Speech Communication	<u>3</u>
		9

II. Computer Communication

CSC 105	Computer Literacy (or CSC 116 or CSC 160)	<u>3</u>
		3

III. Mathematics and Science

MAT 135	Introduction to Statistics	3
GEO 111	Physical Geography - Landforms	3
GEY 111	Physical Geology or	4
GEY 121	Historical Geology	<u>(4)</u>
		10

IV. Social and Behavioral Science

GEO 105	World Regional Geography	3
HIS 201	U.S. History I or	3
HIS 202	U.S. History II	(3)
ANT 101	Cultural Anthropology	<u>3</u>
		9

V. Humanities*

HUM 121	Survey of Humanities I	3
HUM 122	Survey of Humanities II (or 123)	3
LIT 115	Introduction to Literature	3
		<u>9</u>

VI. Communication Studies or Fine Arts

Choose 3 credit hours from list on p. 53	<u>3</u>
	3

Recommended Electives:

Choose 17 hours from the following courses:

ANT 266	Culture Studies	1
GEO 106	Human Geography	3
GEO 112	Weather and Climate	3
GEO 113	Economic Geography	3
GEO 125	Geography of Colorado	3
HIS 225	Colorado History	3
POS 111	American Government	3
		<u>3</u>
		17

Total Credit Hours 60

*Elective must be from general education Courses Required for All Options in this category for this degree.

Geology

Recommended basic skills standards are

- ENG 060
- MAT 066
- REA 090
- STS 060

This program provides basic preparation in geology for students planning to transfer at the junior level. A study of geology leads to careers in a variety of subdisciplines such as earth science teaching, petroleum geology, economic geology, mining geology, paleontology, and construction geology. Because of the location of the college in the southern Rockies, field experience is emphasized in all of the offerings.

Students may complete deficiencies concurrently with the beginning courses in the program. Students not meeting a course prerequisite must have instructor permission to enroll.

Associate of Science Degree

Recommended Track

CSC 116	Problem Solving With EXCEL (or 160)	Cr. 3
ENG 121	English Composition I	3
ENG 122	English Composition II	3
SPE 115	Principles of Speech Communication	3
		<u>3</u>
		12

Recommended to Satisfy Area Requirements:

Mathematics and Science

MAT 121	College Algebra	4
MAT 122	College Trigonometry	3
MAT 201	Calculus I	5
MAT 202	Calculus II	5
MAT 203	Calculus III	4
CHE 111	General College Chemistry I	5
CHE 112	General College Chemistry II	5
GEY 111	Physical Geology	4
GEY 121	Historical Geology	4
GEY 215	Introduction to Mineralogy	4
		<u>4</u>
		44

Social and Behavioral Sciences

Electives*	6
Humanities	
Electives*	6
	<u>6</u>
	12

Total Credit Hours 68

*Electives must be from general education Courses Required for All Options in this category for this degree.

Gerontology

Recommended basic skills standards are

- ENG 100
- MAT 036
- REA 090
- STS 060

Gerontology is the study of aging and of elderly people within society—their needs, their influence, and the growing effect upon daily life created by their ever increasing number. As more and more people reach advanced ages, the social concerns created are demanding qualified people to find the correct answers. Professionals are needed in social work, medicine, psychology, nursing, administration of long-term care facilities, community planning, recreation, and finance. Courses on aging and related topics can be used for continuing education credit for those recertifying their state nursing home administrator's license.

Students may complete deficiencies concurrently with the beginning courses in the program. Students not meeting a course prerequisite must have instructor permission to enroll.

Associate of Arts Degree

Recommended Track

Minimum Requirements Cr.

I. English/Speech

ENG 121	English Composition I	3
ENG 122	English Composition II	3
SPE 115	Principles of Speech Communication	3
		<u>9</u>

II. Computer Communication

CSC 105	Computer Literacy (or CSC 116 or CSC 160)	3
		<u>3</u>

Suggested to Fulfill This Track:

III. Mathematics and Science

MAT 135	Introduction to Statistics	3
BIO 105	Science of Biology	4
Math/Science		3
		<u>3</u>
		10

IV. Social and Behavioral Sciences*

HIS 101	Western Civilization I	3
	or	
HIS 102	Western Civilization II	(3)
PSY 101	General Psychology I	3
PSY 102	General Psychology II	3
		<u>3</u>
		9

V. Humanities*

HUM 121	Survey of Humanities I (or HUM 122)	3
HUM 122	Survey of Humanities II (or HUM 123)	3
PHI 112	Ethics	3
		<u>3</u>
		9

VI. Communication Studies or Fine Arts

SPE 216	Advanced Public Speaking	3
		<u>3</u>

VII. Recommended Electives

Choose 17 hours from the following courses:

PSY 217	Human Sexuality	3
PSY 227	Death and Dying	3
PSY 235	Human Development	3
PSY 260	Psychology of Aging	3
SOC 101	Introduction to Sociology I	3
SOC 102	Introduction to Sociology II	3
SOC 236	Age and Aging	3
		<u>3</u>
		17

Total Credit Hours

*See AA degree for sequence requirements

60

History

Recommended basic skills standards are

- ENG 100
- MAT 036
- REA 090
- STS 060

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

Students may complete deficiencies concurrently with the beginning courses in the program. Students not meeting a course prerequisite must have instructor permission to enroll.

Associate of Arts Degree

Recommended Track

Minimum Requirements

I. English/Speech

ENG 121	English Composition I	3
ENG 122	English Composition II	3
SPE 115	Principles of Speech Communication	3
		<u>3</u>
		9

II. Computer Communication

CSC 105	Computer Literacy (or CSC 116 or CSC 160)	3
		<u>3</u>
		3

Suggested to Fulfill This Track

III. Mathematics and Science (9 credit hours)

MAT 135	Introduction to Statistics	3
GEY 121	Historical Geology	4
GEO 111	Physical Geography: Landforms	3
	or	
GEO 112	Weather and Climate	4
	or	
GEO 206	Introduction to Cartography	4
		<u>4</u>
		9

IV. Social and Behavioral Sciences* (9 core credit hours)

ANT 101	Cultural Anthropology	3
	or	
GEO 105	World Regional Geography	(3)

HIS 101	Western Civilization I	3
HIS 102	Western Civilization II	3
	or	
HIS 201	U.S. History I	3
HIS 202	U.S. History II	3
		<u>3</u>
		9

V. Humanities* (9 core credit hours)

HUM 121	Survey of Humanities I	3
	or	
HUM 122	Survey of Humanities II	(3)
	or	
HUM 123	Survey of Humanities III	(3)
PHI 111	Introduction to Philosophy	3
	or	

**Any CORE Foreign Language Course (5)
9

VI. Communication Studies or Fine Arts

Choose 3 credit hours from list on p. 53 3
3

VII. Recommended Electives

Choose 18 hours from the following courses:

HIS 101	Western Civilization I	3
HIS 102	Western Civilization II	3
HIS 201	U.S. History I	3
HIS 202	U.S. History II	3
HIS 116	The Native American Experience	3
HIS 136	The Southwest United States	3
HIS 137	Contemporary World History	3
HIS 206	U.S. History and Family Genealogy	3
HIS 215	Women in U.S. History	3
HIS 225	Colorado History	3
HIS 235	The American West	3
HIS 236	Contemporary U.S. History	3
HIS 241	History of the Pikes Peak Area	2
		<u>18</u>

Total Credit Hours

*See AA degree for sequence requirements

**See CORE list

60

Hospitality**

Recommended basic skills standards are

- ENG 060
- MAT 066
- REA 090
- STS 060

The hospitality certificate program is certified by the American Hotel and Motel Association's Educational Institute. Students are prepared to enter the hospitality and tourism industry in a variety of training positions the industry offers.

Student may complete deficiencies concurrently with the beginning courses in the program. Students not meeting a course prerequisite must have instructor permission to enroll.

For the Associate of Applied Science Degree, see Business Administration – Hospitality located on page 68 of this catalog.

Certificate

		Cr.
HOM 103	Introduction to Hospitality	3
HOM 132	Front Office Procedures	3
HOM 139	Housekeeping Management	3
*HOM151	Hospitality Supervision	3
HOM 186	Hotel/Motel Security	3
*HOM191	Hospitality Law	3

BUS 171	Coop. Work Experience I/Internship I	3
CST 115	Introduction to Customer Service	3
FOM 211	Food and Beverage Management	4
MAN 107	Team Building	1
		<u>1</u>
		29

Hospitality Electives

Choose 6 hours from the following courses:

BUS 172	Coop. Work Experience II/Internship II	3
HOM 221	Tourism and Hospitality Industry	3
HOM 255	Hospitality Industry Training	3
HOM 262	Financial Accounting for the Hospitality Industry	3
HOM 269	Hospitality Industry Computer Systems	3
HOM 271	Marketing of Hospitality Services	3
HOM 273	Hospitality Sales and Marketing	3
HOM 275	Convention Management and Services	3
		<u>3</u>

Total Electives **6**

Total Credit Hours **35**

*For students choosing Hospitality, HOM 151 – Hospitality Supervision replaces MAN 225 – Management Skills for Supervisors in the Business Foundations and HOM 191 – Hospitality Law replaces BUS 216 – Legal Environment of Business.

**Pending State approval

Humanities

Recommended basic skills standards are

- ENG 100
- MAT 036
- REA 090
- STS 060

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

Students may complete deficiencies concurrently with the beginning courses in the program. Students not meeting a course prerequisite must have instructor permission to enroll.

Associate of Arts Degree

Recommended Track

Minimum Requirements

I. English/Speech

ENG 121	English Composition I	3
ENG 122	English Composition II	3
SPE 115	Principles of Speech Communication	3
		<u>3</u>
		9

II. Computer Communication

CSC 105	Computer Literacy (or CSC 116 or CSC 160)	3
		<u>3</u>

Suggested to Fulfill This Track:

III. Mathematics and Science

MAT 135	Introduction to Statistics	3
GEY 111	Physical Geology	4
GEY 121	Historical Geology	4
		<u>4</u>
		11

IV. Social and Behavioral Sciences*

ANT 101	Cultural Anthropology	3
HIS 101	Western Civilization I	3
HIS 102	Western Civilization II	3
		<u>3</u>
		9

V. Humanities*

HUM 121	Survey of Humanities I	3
	or	
HUM 122	Survey of Humanities II	(3)
	or	
HUM 123	Survey of Humanities III	(3)
LIT 115	Introduction to Literature	3
Any CORE	Foreign Language Course	5
		<u>5</u>
		11

VI. Communication Studies or Fine Arts

Choose 3 credit hours from list on p. 53 3

VII. Recommended Electives

Choose 14 hours from the following courses:

Any CORE	Foreign/Native Language Course	5
ANT 111	Physical Anthropology	3
ART 114	Folk Arts of Latin America	
ART 121	Drawing I	3
DAN111-DAN 133	Various Dance Courses	1
HUM 137	Arts and Cultures of Mexico	3
HUM 236	North American Indian Arts	3
HUM 237	Hispanic Arts of the Southwest	3
HUM 238	Sacred Images, Sacred Places	3
LIT 201	Masterpieces of Literature I	3
LIT 202	Masterpieces of Literature II	3
MUS 121	Music History I	3
MUS 122	Music History II	3
MUS 123	American Music: Ragtime through Rock	3
PHI 112	Ethics	3
THE 111	Acting I	3
		<u>3</u>
		14

Total Credit Hours **60**

*See AA degree for sequence requirements

Integrated Circuit Fabrication

Recommended basic skills standards are

- ENG 100
- REA 090
- MAT 105
- STS 060

The integrated circuit fabrication program in microelectronics technologies is designed to prepare graduates for immediate employment in the technician workforce of companies creating semiconductor integrated circuit devices. This degree program emphasizes transportable skills for individuals desiring to work at technician levels and above within the semiconductor and microfabrication industries.

This program is offered with two scheduling options: fast track and extended track. Fast track program courses meet eight hours a day, five days a week. This allows completion of the AAS degree in 40 academic weeks. Extended track courses meet either early week or late week to allow individuals working split week shifts to attend classes when they are off shift. The extended track program can be completed in two years or extended to longer periods to accommodate individual course load preferences.

Students may complete deficiencies concurrently with the beginning courses in the program. Students not meeting a course prerequisite must have instructor permission to enroll.

Associate of Applied Science Degree

Courses Required for All Options:

ICF 101	Microelectronics Fabrication	6
ICF 102	Cleanroom Processes	1
ICF 104	Vacuum Systems	4
ICF 106	Semiconductor Active Devices & Mixed -Signal IC's Lecture	6
ICF 107	Semiconductor Active Devices & Mixed -Signal IC's Lab	3
ICF 108	Control Systems	5
ELE 112	Passive Circuits	4
ELE 113	Passive Circuits Lab	4
ICF 214	RF Energy	3
ICF 218	Automated Process Control Systems	6
ICF 219	Automated Process Control Systems – Lab	3
		<u>45</u>

General Education Courses

MAN 109	Team Skills in the Business Environment	2
CHE 101	College Chemistry	5
MAT 135	Introduction to Statistics	3
ENG 131	Technical Writing	3
SPE 125	Interpersonal Communications	3
PHY 133	Technical Physics	5
		<u>21</u>

Process Option

Courses Required for all Options

ICF 230	Advanced Process: Thin Films, Dopants	5
ICF 240	Advanced Process: Photo, Etch	4
		<u>4</u>

Total Credit Hours

45

Process Equipment Option

Courses Required for all Options

ICF 212	High-Vacuum Systems	4
ICF 216	Electromechanical & Pneumatic Systems	5
		<u>5</u>

Total Credit Hours

45

21

4

5

75

Certificate

Entry Level Operator

ICF 101	Microelectronics Fabrication	6
ICF 102	Cleanroom Processes	1
		<u>1</u>

Total Credits Hours

7

Certificate

Operator

ICF 101	Microelectronics Fabrication	6
ICF 102	Cleanroom Processes	1
MAN 109	Team Skills in the Business Environment	2
ENG 131	Technical Writing	3
MAT 135	Introduction to Statistics	3
SPE 125	Interpersonal Communication	3
		<u>3</u>

Total Credit Hours

18

Certificate

Advanced Operator (Technical)

MAN 109	Team Skills in the Business Environment	2
CHE 101	College Chemistry	5
ENG 131	Technical Writing	3
MAT 135	Introduction to Statistics	3
PHY 133	Technical Physics	5
SPE 125	Interpersonal Communication	3
ICF 101	Microelectronics Fabrication	6
ICF 102	Cleanroom Processes	1
ICF 104	Vacuum Systems	4
ICF 108	Control Systems	5
ELE 112	Passive Circuits	4
ELE 113	Passive Circuits Lab	4
		<u>4</u>

Total Credit Hours

45

Vacuum

ICF 104	Vacuum Systems	4
ICF 212	High-Vacuum Systems	4
ICF 214	RF Energy	3
		<u>3</u>

Total Credit Hours

11

All courses in the integrated circuit fabrication technology degree program are newly designed courses. The curriculum design was accomplished by collaboration with business, industry, and PPCC. The course content and program prerequisites reflect semiconductor company requirements.

Interior Design

Recommended basic skills standards are

- ENG 060
- MAT 036
- REA 090
- STS 060

The interior design program provides students an opportunity to develop an understanding of the principles and elements of design, study technical and visual interior elements as well as professional business practices related to the multi-faceted design industry. Students have the opportunity for more in-depth study of residential or commercial design through studio classes. The educational experience is enhanced with an internship.

As student success is our focus, the interior design faculty recommends that each student possess the fundamental skills in the following areas:

- effective study skills
- basic math skills
- reading and comprehension skills
- working knowledge and application of English skills
- time management and problem solving skills

Students may take placement testing in the Testing Center (A-108). Students are encouraged to seek individual program planning suggestions by consulting program faculty. Please call (719) 579-3061 to schedule an appointment.

Students may complete deficiencies concurrently with the beginning courses in the program. Students not meeting a course prerequisite must have instructor permission to enroll.

Associate of Applied Science Degree

Semester One – Fall

ARC 101	Architecture Drawing I	5
ARC 104	Architecture Drawing Theory	4
IDE 105	Introduction to Interior Design	3
IDE 110	Interior Design I - Overview and Application	3
IDE 115	History of Interior Design	3
		<u>3</u>
		18

Semester Two – Spring

IDE 120	Interior Design II - Space Planning and Human Factors	4
IDE 116	Estimating Interior Materials	3
IDE 117	Textiles and Resources	2
ARC 108	Architectural CAD I	3
MAR 111	Principles of Sales	3
SPE 115	Principles of Speech Communication	3
		<u>3</u>
		18

Semester Three – Summer

IDE 201	Local Market Tour	3
IDE 270	Internship	3
		<u>3</u>
		6

Semester Four – Fall

IDE 210	Interior Design III - Materials, Details, Codes and Specs	4
IDE 215	Professional Practice for Interior Designers	2
IDE 217	Window Treatments	2
	or	
IDE 205	Special Topic Studies	(2)
IDE 230	Studio I - Residential	3
	or	
IDE 240	Studio I - Commercial	(3)
	General Education Electives	<u>6</u>
		17

Semester Five – Spring

IDE 220	Interior Design IV - Specialty CAD Applications	3
IDE 231	Studio II - Residential	4
	or	
IDE 241	Studio II - Commercial	(4)
ARC 117	Presentation Drawing	3
	or	
THE 121	Set Design: Film and Theatre	(3)
	General Education Electives	<u>6</u>
		16

Total Credit Hours

75

International Business*

Recommended basic skills standards are

- ENG 060
- MAT 066
- REA 090
- STS 060

This certificate program is intended for students already working for a business entity or those who have the basic business education background and would like to become familiar with operating businesses in the international environment.

Students may complete deficiencies concurrently with the beginning courses in the program. Students not meeting a course prerequisite must have instructor permission to enroll.

For Associate of Applied Science degree, see Business Administration - International Business located on page 68 of this catalog.

Certificate

			Cr.
INT 210	International Business Office Administration		1
INT 221	Principles of International Business		3
INT 222	Principles of Exporting & Importing		3
INT 241	Doing Business in a Global Environment		3
	or		
BUS 171	Coop. Work Experience I/Internship I		(3)
INT 243	Principles of International Marketing		3
MAN 105	Contemporary Business Ethics		3
ANT 201	Anthropology for Business		3
GEO 113	Economic Geography		3
PHI 115	Comparative Religions		3
POS 205	International Relations		3
			<u>3</u>
			28

Choose one Foreign Language for Business Class from the following:

CHN 107	Chinese for Business	3
FRE 107	French for Business	3
GER 107	German for Business	3
ITA 107	Italian for Business	3
JPN 107	Japanese for Business	3
KOR 107	Korean for Business	3
RUS 107	Russian for Business	3
SPA 107	Spanish for Business	3
		<u>3</u>
		3

Total Credit Hours

31

*Pending State approval

Interpreter Preparation

This program prepares students for entry-level employment as either interpreters or transliterators or both for deaf and hard of hearing individuals.

Students must apply for admission to the interpreter preparation program. In order to be accepted into the program, students must demonstrate proficiency in American Sign Language. This may be accomplished by passing a proficiency test or by completing ASL 100 with a "C" grade or better and ASL 111 with a "B" grade or better. Contact the Interpreter Preparation Office for more details about applying.

Students must earn a "B" or better in ASL skills classes to advance to the next level. To enroll in internship (IPP 244), students must have a "B" average with no more than one "C" grade in IPP 221, IPP 222, IPP 224, or ASL 212.

Program prerequisite: ENG 100, REA 090, MAT 036 or placement scores of ENG 121, REA 115, and MAT 066 or higher.

Students may complete deficiencies concurrently with the beginning courses in the program. Students not meeting a course prerequisite must have instructor permission to enroll.

Associate of Applied Science Degree

Recommended Program Sequence

		Cr.
Semester One – Fall		
ASL 112	American Sign Language II	5
IPP 111	Text Analysis	3
IPP 121	Aspects of Interpreting I	3
IPP 144	Diversity within the Deaf Community	2
ANT 101	Cultural Anthropology	3
		<u>3</u>
		16

Semester Two – Spring

ASL 147	Survey of Deaf Culture	3
ASL 211	American Sign Language III	3
IPP 114	Oral Communication Facilitation	2
IPP 122	Aspects of Interpreting II	3
IPP 134	Introduction to Interpreting	3
IPP 203	Educational Interpreting	4
		<u>18</u>

Semester Three – Fall

ASL 212	American Sign Language IV	3
ASL 214	American Sign Language Literature	3
IPP 221	Voice to Sign Interpreting	3
IPP 222	Sign to Voice Interpreting	3
IPP 224	Transliterating	3
		<u>15</u>

Semester Four – Spring

IPP 235	Sign Vocabulary Expansion	2
IPP 230	Advanced Interpreting	4
IPP 240	Interpreter Seminar	3
IPP 244	Interpreter Internship	5
		<u>14</u>

General Education Courses:

ENG 121	English Composition I	3
MAT 110	Basic Finite Mathematics (or higher)	3
SPE 115	Principles of Speech	3
	Science or humanities elective.	
	Choose from AAS course list on p. 55	3
		<u>12</u>

Total Credit Hours

75

Journalism

Recommended basic skills standards are

- ENG 100
- MAT 036
- REA 090
- STS 060

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

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

In the Pikes Peak Community College Journalism Department, students have access to a black-and-white photo lab and to a Macintosh computer lab where they can learn how to retrieve information; develop, print and edit photos; conduct computer-assisted reporting; edit copy; interview; design and lay out news pages on a computer; and produce newsletters. They also learn to write news releases, features, newspaper articles, advertisements, and headlines. Along with these skills, journalism students are encouraged to gain a general education background and start a portfolio by working for the school newspaper, The Pikes Peak News. After completing the journalism program at PPCC, students transferring to four-year colleges may obtain editorial positions with college newspapers.

Students enrolled in the PPCC journalism program can earn an associate of arts degree and choose from four emphasis areas: advertising/public relations, news/editorial, newsletter, and multimedia.

Students may complete deficiencies concurrently with the beginning courses in the program. Students not meeting a course prerequisite must have instructor permission to enroll.

Associate of Arts Degree

Recommended Track

Minimum Requirements Cr.

I. English/Speech

ENG 121	English Composition I	3
ENG 122	English Composition II	3
SPE 115	Principles of Speech Communication	3
		<u>9</u>

II. Computer Communication

CSC 105	Computer Literacy	3
		<u>3</u>

Suggested to Fulfill This Track:

III. Mathematics and Science

MAT 135	Introduction to Statistics	3
	Science CORE (□)	4
	Math/Science Electives	3
		<u>10</u>

IV. Social and Behavioral Sciences*

Choose 9 hours from the following courses:

ECO 201	Principles of Macroeconomics	3
HIS 101	Western Civilization I	3
	or	
HIS 102	Western Civilization II	(3)
POS 111	American Government	3
POS 125	American State and Local Government	3
PSY 101	General Psychology I	3
	or	
PSY 102	General Psychology II	(3)
		<u>9</u>

V. Humanities*

HUM 121	Survey of Humanities I	3
	or	
HUM 122	Survey of Humanities II	(3)
	or	
HUM 123	Survey of Humanities III	(3)
LIT 201	Masterpieces of Literature I	3
	or	
LIT 202	Masterpieces of Literature II	(3)
PHI 113	Logic	3
	or	
THE 211	Development of Theatre I	(3)
		<u>9</u>

VI. Communication Studies or Fine Arts

Choose 3 credit hours from list on p. 53

		3
		<u>3</u>

Total **48**

VII. Recommended Electives

	Choose 18 hours from pp. 52-54	18
		<u>18</u>

Summary of Journalism

Recommended Track	48
Recommended Electives	18

Total Credit Hours **60**

Advertising Public Relations Emphasis

Recommended Courses

JOU 102	Introduction to Editing	3
JOU 111	Introduction to Print Media Advertising	4
JOU 121	Introduction to Print Media Photography	3
JOU 231	Introduction to Public Relations	4
Choose 6 credits from these courses		
JOU 105	Introduction to Mass Media	3
JOU 109	Introduction to Desktop Publishing	4
JOU 221	Newspaper Production I	3
JOU 222	Newspaper Production II	3
		<u>20</u>

Summary of Advertising Public Relations Emphasis

Recommended Track	48
Advertising Public Relations Emphasis	20
Total Degree Requirement	68

Multimedia Emphasis

Recommended Courses

JOU 102	Introduction to Editing	3
JOU 109	Introduction to Desktop Publishing	4
JOU 215	Publications and Design	3
or		
JOU 221	Newspaper Production	(3)
Choose 6 to 8 credits from the following categories:		
JOU 106	Fundamentals of Reporting	3
JOU 206	Intermediate News Writing and Editing	3
or		
JOU 111	Introduction to Print Media Advertising	(4)
JOU 231	Introduction to Public Relations	4
or		
JOU 121	Introduction to Print Media Photography	(3)
ART 150	Fundamentals of Photography	3
or		
ART 205	Film Studies	(3)
ART 131	Design I	3
		<u>6-8</u>
Total		16-18

Summary of Multimedia Emphasis

Recommended Track	48
Multimedia Emphasis	16-18
Total Degree Requirement	64-66

For the News Editorial Emphasis, see the electives below:

Recommended Courses

JOU 102	Introduction to Editing	3
JOU 109	Introduction to Desktop Publishing	4
JOU 121	Introduction to Print Media Photography	3
JOU 206	Publications Production and Design	3
JOU 221	Newspaper Production I	3
Choose 3 credits from these courses		
JOU 105	Introduction to Mass Media	3
JOU 106	Fundamentals of Reporting	3
JOU 222	Newspaper Production II	3
		<u>19</u>

Summary of News Editorial Emphasis

Recommended Track	48
News Editorial Emphasis	19
Total Degree Requirement	67

For the Newsletter Emphasis

Recommended Courses

JOU 102	Introduction to Editing	3
JOU 109	Introduction to Desktop Publishing	4
JOU 121	Introduction to Print Media Photography	3
JOU 215	Publications Production and Design	3
JOU 221	Newspaper Production I	3
Choose 3 credits from these courses		
JOU 105	Introduction to Mass Media	3
JOU 106	Fundamentals of Reporting	3
JOU 222	Newspaper Production II	3
		<u>19</u>

*See AA degree for sequence requirements

Summary of Newsletter Emphasis

Recommended Track	48
Newsletter Emphasis	19
Total Degree Requirement	67

Latin American Studies

Recommended basic skills standards are

- ENG 100
- MAT 036
- REA 090
- STS 060

The Latin American Studies program provides students an opportunity to study the various cultures in Mexico, Central and South America, and the Caribbean from the aspects of language, literature, arts, history, archeology, anthropology, geography and religion.

Students may complete deficiencies concurrently with the beginning courses in the program. Students not meeting a course prerequisite must have instructor permission to enroll.

Associate of Arts Degree

Recommended Track

Minimum Requirements		Cr.
I. English/Speech		
ENG 121	English Composition I	3
ENG 122	English Composition II	3
SPE 115	Principles of Speech Communication	<u>3</u>
		9
II. Computer Communication		
CSC 105	Computer Literacy	<u>3</u>
		3

Recommended to Satisfy Area Requirements:

III. Mathematics and Science

Choose 10 hours from the following courses:		
MAT 135	Introduction to Statistics (or MAT 121)	3
GEY 111	Physical Geology (or BIO 111 or AST 101)	4
GEY 121	Historical Geology (or BIO 112 or AST 102)	4
GEO 115	Physical Geography - Landforms	<u>3</u>
		10

IV. Social and Behavioral Sciences*

Choose 9 hours from the following courses:		
ANT 101	Cultural Anthropology	3
ANT 111	Physical Anthropology	3
HIS 101	Western Civilization I	3
HIS 102	Western Civilization II	3
HIS 201	U.S. History I	3
HIS 202	U.S. History II	3
GEO 105	World Regional Geography	<u>3</u>
		9

V. Humanities*

HUM 122	Survey of Humanities II	(3)
HUM 123	Survey of Humanities III	(3)
SPA 111, 112	Spanish I, II	5/10
SPA 211, 212	Spanish III, IV	3/6
MUS 120	Music Appreciation	<u>3</u>
		9

VI. Communication Studies or Fine Arts

Choose 3 hours from the following courses:

ART 121,122	Drawing I, II	3
ART 161,162	Ceramics I, II	3
DAN 141	Regional Dance: Latin American Ballroom	1-3
DAN121,122	Jazz I, II or Ballet or Modern	1-3
THE 204	Voice and Articulation I	<u>2</u>
		3

VII. Recommended Electives

Choose 17 hours from the following courses:

ANT 107	Introduction to Archeology	3
ART 114	Folk Arts of Latin America	3
DAN 141	Regional Dances: Mexican Folk	1
HIS 137	Contemporary World History	3
HUM 137	Arts and Cultures of Mexico	3
HUM 235	Pre-Columbian Indian Arts	3
HUM 236	North American Indian Arts	3
HUM 238	Sacred Images Sacred Spaces	3
INT 221	Principles of International Business	3
PHI 115	Comparative Religions	3
ANT,HUM,SPA 266	Culture Studies	1-3
POS 212	Comparative Politics of Developing Nations	<u>3</u>
		17

Total Credit Hours

*See AA degree for sequence requirements

LEG 243	Probate	2
LEG 245	Torts	2
LEG 247	Legal Ethics	2
CRJ 111	Substantive Criminal Law	3
CRJ 210	Constitutional Law	<u>3</u>
		36

Electives

Choose 9 hours from the following courses:

ACC 110	Business Records	3
	or	
ACC 121	Principles of Accounting I	(4)
BUS 217	Business Communication and Report Writing	3
CIS 118	Introduction to PC Applications	3
CIS 120	Word Processing I - WordPerfect or Word	3
CIS 122	Word Processing II - WordPerfect or Word	3
CIS 130	Introduction to the Internet	2
CIS 131	Introduction to Web Authoring: HTML	1
CIS 140	Introduction to PC Database: Access	1
CIS 150	Introduction to PC Spreadsheets: Excel	1
CIS 151	Intermediate PC Spreadsheets: Excel	1
CIS 152	Advanced PC Spreadsheets: Excel	1
CRJ 112	Procedural Criminal Law	3
CRJ 135	Judicial Function	3
CRJ 216	Juvenile Law and Procedures	3
LEG 250	Employment and Labor Law	2
LEG 271	Cooperative Work Experience	<u>3</u>
		9

General Education Courses

ENG 121	English Composition I	3
ENG 122	English Composition II	3
POS 111	American Government	3
PSY 101	General Psychology I	<u>3</u>
		12

Choose two courses from the following

AST 101	Astronomy I	4
BIO 105	Science of Biology	4
HUM 121	Survey of Humanities I	3
PHI 111	Introduction to Philosophy	<u>3</u>
		6-8

Total Credit Hours

63-65

Legal Assistant

Recommended basic skills standards are

- ENG 100
- MAT 036
- REA 115
- STS 060

Approved by the American Bar Association.

This program is designed to prepare students with job-entry office skills to become legal assistants (paralegals). Emphasis is on interviewing clients, conducting legal research, drafting legal documents, and preparing exhibits for trial. To be competitive in this career, students are advised to develop keyboarding/computer skills.

Students may complete deficiencies concurrently with the beginning courses in the program. Students not meeting a course prerequisite must have instructor permission to enroll.

Associate of Applied Science Degree

LEG 200	The Paralegal in the Legal System	Cr. 2
LEG 201	Legal Research I	2
LEG 202	Legal Research II	2
LEG 203	Corporation Law	2
LEG 204	Legal Writing	2
LEG 211	Family Law	2
LEG 212	Real Estate Law	2
LEG 213	Bankruptcy - Principles and Practices	2
LEG 221	The Court Sys - Pleading and Practice I	2
LEG 222	The Court Sys - Pleading and Practice II	2
LEG 231	Commercial Law I	2
LEG 232	Commercial Law II	2

Machining Technology

Recommended basic skills standards are

- ENG 100
- MAT 066
- REA 115
- STS 060

The majority of the machining classes are offered on an open-entry, open exit, self-paced basis. Classes in this program include both theoretical and laboratory experiences. Students learn to operate standard machine tools as well as advanced, more sophisticated computer-controlled machines. An AAS degree may be earned, or students may choose from seven certificate options. Upgrading by local machinists is another option.

Students may complete deficiencies concurrently with the beginning courses in the program. Students must arrange with advisors to remedy deficiencies in program requirements. Courses marked with * are not offered on an open-entry, self-paced basis.

Associate of Applied Science Degree

Courses Required for All Options

MAG 101	Introduction to Machine Shop	3
MAG 102	Blueprint Reading	3
DRT 103	Introduction to AutoCAD	3
	or	
WEL 108	Welding and Cutting	(4)
MAG 110	Engine Lathe I	3
MAG 111	Engine Lathe II	3
MAG 112	Engine Lathe III	3
MAG 120	Milling Machine I	3
MAG 121	Milling Machine II	3
MAG 122	Milling Machine III	3
MAG 201	CNC Lathe Operations I*	3
MAG 202	CNC Lathe Operations II*	3
MAG 203	CNC Lathe Lab*	3
MAG 204	CNC Milling Operations I*	3
MAG 205	CNC Milling Operations II*	3
MAG 206	CNC Milling Lab*	3
MAG 215	CADCAM 2D	3
MAG 216	CADCAM 2D Lab	3
MAG 225	CADCAM 3D	3
MAG 226	CADCAM 3D Lab	3
MAG 240	Practical Metallurgy	3
		<u>3</u>

General Education Courses

CIS 115	Introduction to Computers	3
SPE 125	Interpersonal Communication	3
	or	
ENG 121	English Composition I	(3)
MAT 150	Basic Geometry	3
MAT 152	Technical Mathematics II	3
PSY 115	Psychology of Adjustment	3
	or	
SPE 217	Group Communication	<u>(3)</u>
		15

Total Credit Hours 75-76

Certificate

Courses Required for All Options

MAG 101	Introduction to Machine Shop	3
MAG 102	Blueprint Reading	3
		<u>3</u>
		6

Computer Aided Machining Option

MAG 201	CNC Lathe Operations I*	3
MAG 202	CNC Lathe Operations II*	3
MAG 203	CNC Lathe Lab*	3
MAG 204	CNC Milling Operations I*	3
MAG 205	CNC Milling Operations II*	3
MAG 206	CNC Milling Lab*	3
MAG 215	CADCAM 2D	3
MAG 216	CADCAM 2D Lab	3
MAG 225	CADCAM 3D	3
MAG 226	CADCAM 3D Lab	3
		<u>3</u>

Courses Required for All Options 6

Total Credit Hours 36

Lathe Journeyman Option

MAG 110	Engine Lathe I	3
MAG 111	Engine Lathe II	3
MAG 112	Engine Lathe III	3
MAG 201	CNC Lathe Operations I*	3
MAG 202	CNC Lathe Operations II*	3

MAG 203	CNC Lathe Lab*	3
MAG 215	CADCAM 2D	3
MAG 216	CADCAM 2d Lab	3
		<u>3</u>

Courses Required for All Options 6

Total Credit Hours 30

Milling Journeyman Option

MAG 120	Milling Machine I	3
MAG 121	Milling Machine II	3
MAG 122	Milling Machine III	3
MAG 204	CNC Milling Operations I*	3
MAG 205	CNC Milling Operations II*	3
MAG 206	CNC Milling Lab*	3
MAG 215	CADCAM 2D	3
MAG 216	CADCAM 2D Lab	3
		<u>3</u>

Courses Required for All Options 6

Total Credit Hours 30

Management*

Recommended basic skills standards are

- ENG 060
- MAT 066
- REA 090
- STS 060

The management certificate program is designed for those students whose career path or occupational goal includes working in a corporate organizational structure as a manager of a particular department or functional area.

Students may complete deficiencies concurrently with the beginning courses in the program. Students not meeting a course prerequisite must have instructor permission to enroll.

For the Associate of Applied Science Degree, see Business Administration – Management located on page 69 of this catalog.

Certificate

MAN 104	Personal Time Management	1
MAN 105	Contemporary Business Ethics	3
MAN 226	Principles of Management	3
MAN 251	Human Resource Management	3
MAN 258	Principles of Finance	3
MAR 216	Principles of Marketing	3
BUS 226	Business Statistics	3
		<u>3</u>
		19

Management Electives

Choose 10 hours from the following courses:

ACC 122	Principles of Accounting	4
BUS 265	Investments	3
MAN 106	Action Planning	1
MAN 107	Team Building	1
MAN 108	Personal Leadership Development	1
BUS 171	Coop. Work Experience I/Internship I	3
BUS 172	Coop. Work Experience II/Internship II	3
BUS 271	Advanced Coop. Work Experience I/Internship I	3
MAN 227	Small Business Management	3
		<u>3</u>
		10

Total Credit Hours 29

*Pending State approval

Marketing*

Recommended basic skills standards are

- ENG 060
- MAT 066
- REA 090
- STS 060

The marketing certificate program is designed to prepare students for entry level and management training positions in advertising, marketing, purchasing, retailing, and sales. Paid cooperative/ internships are an integral part of the program.

Students may complete deficiencies concurrently with the beginning courses in the program. Students not meeting a course prerequisite must have instructor permission to enroll.

For the Associate of Applied Science degree, see Business Administration – Marketing – located on page 69 of this catalog.

Certificate

	Cr.
MAR 102 Principles of Advertising	3
MAR 203 Marketing Problems	3
MAR 216 Principles of Marketing	3
MAN 226 Principles of Management	3
BUS 171 Coop. Work Experience I/Internship I	3
BUS 172 Coop. Work Experience II/Internship II	3
BUS 226 Business Statistics	3
CST 115 Introduction to Customer Service	3
	<u>24</u>

Marketing Electives

Choose 5 hours from the following courses:

ACC 122 Principles of Accounting II	4
BUS 271 Advanced Coop. Work Exp. I/Internship I	3
MAR 233 Professional Selling	3
MAR 262 Purchasing	3
MAN 106 Action Planning	1
MAN 107 Team Building	1
MAN 108 Personal Leadership Development	1
MAN 227 Small Business Management	3
	<u>5</u>

Total Credit Hours

*Pending State approval

29

Mathematics

Recommended basic skills standards are

- ENG 060
- MAT 066
- REA 090
- STS 060

An understanding of mathematics is necessary for the study of many disciplines such as psychology, business, biology, computer science, engineering, physics, chemistry, and statistics. Students should consult with advisors to ensure that they study the proper curriculum for their respective discipline.

Students may complete deficiencies concurrently with the beginning courses in the program. Students not meeting a course prerequisite must have instructor permission to enroll.

Associate of Science Degree

Recommended Track

	Cr.
CSC 116 Problem Solving With EXCEL (or 160)	3
ENG 121 English Composition I	3
ENG 122 English Composition II	3
SPE 115 Principles of Speech Communication	3
	<u>12</u>

Recommended to Satisfy Area Requirements:

Mathematics and Science

MAT 121 College Algebra	4
MAT 122 College Trigonometry	3
MAT 165 Discrete Structures	3
MAT 201 Calculus I	5
MAT 202 Calculus II	5
MAT 203 Calculus III	4
MAT 265 Differential Equations	3
AST 101 Astronomy I	4
CSC 160 Computer Science I	4
PHY 211 Physics: Calculus-Based I	5
PHY 212 Physics: Calculus-Based II	5
	<u>46</u>

Social and Behavioral Sciences

Electives* 6

Humanities

Electives* 6

Total Credit Hours

70

*Electives must be from general education Courses Required for All Options in this category for this degree.

Medical Office Technology

Recommended basic skills standards are

- ENG 100
- REA 090
- MAT 036
- STS 060

The area of medical office technology is designed to prepare individuals to assist with clinical and administrative functions as employees within the health care system of the community. All students become familiar with the health care system, medical terminology, and interpersonal relationships. Four certificate options and one associate of applied science degree option are available within the medical office technology program. These options are designed to allow students an opportunity to pursue careers compatible with their interest and abilities. A single option or a combination of options may be pursued.

Students may complete deficiencies concurrently with the beginning courses in the program. Students not meeting a course prerequisite must have permission of coordinator to enroll.

Medical Assistant

This associate of applied science degree option is designed to prepare individuals to work in both the administrative and clinical areas of medical clinics or physicians' offices. Students successfully completing this degree program will be able to perform the administrative tasks of a medical receptionist and work in the clinical areas by providing assistance with physical examinations, diagnostic tests, and treatment procedures.

Students may complete deficiencies concurrently with the beginning courses in the program. Students not meeting a course prerequisite must have permission of coordinator to enroll.

Associate of Applied Science Degree

MOT 108	Medical Career Options & Readiness	1
MOT 110	Medical Office Procedures I	3
MOT 120	Clinical Procedures I	2
MOT 130	Basic Pharmacology for Medical Careers	2
MOT 210	Medical Office Procedures II	3
MOT 220	Clinical Procedures II	3
MOT 251	Medical Assistant Externship I	3
MOT 252	Medical Assistant Externship II	3
BIO 141	Applied Anatomy and Physiology and Disease Processes I	5
BIO 142	Applied Anatomy and Physiology and Disease Processes II	4
CIS 120	Word Processing I - WordPerfect (WIN)	3
MOT 221	Beginning Medical Transcription	4
MOT 247	Medicolegal Concepts & Ethics	3
MOT 181	Medical Terminology	2
MOT 185	Advanced Medical Terminology	2
NUR 108	Accelerated CNA	3
EMS 107	Standard First Aid - CPR	<u>1</u>
		47

General Education Courses:

ENG 131	Technical Writing	3
PSY 101	General Psychology	3
SPE 225	Organizational Communication	3
	General Education Electives for AAS Degree	<u>6</u>
		15
Total Credit Hours		62

Clinical Office Assistant

This certificate option is designed to prepare individuals to work in clinics or physicians' offices as clinical assistants or aides. Students successfully completing this course of study will be able to receive and prepare patients for various laboratory examinations. Successful graduates from this option will also be able to provide physicians assistance with physical examinations, diagnostic tests and treatment procedures. Credits from this certificate may be transferred to the medical assistant AAS degree program.

Students may complete deficiencies concurrently with the beginning courses in the program. Students not meeting a course prerequisite must have permission of coordinator to enroll.

Certificate

MOT 108	Medical Career Options and Readiness	1
MOT 110	Medical Office Procedures I	2
MOT 120	Clinical Procedures I	3
MOT 130	Basic Pharmacology for Medical Careers	2
MOT 181	Medical Terminology	2
MOT 220	Clinical Procedures II	3
MOT 247	Medicolegal Concepts and Ethics	3
BIO 141	Applied Anatomy and Physiology and Disease Processes I	5
BIO 142	Applied Anatomy and Physiology and Disease Processes II	4
CIS 120	Word Processing I - WordPerfect (WIN)	3
NUR 108	Accelerated Nurse Aide	3
ENG 131	Technical Writing	3
	or	
SPE 225	Organizational Communication	<u>(3)</u>
Total Credit Hours		34

Medical Transcriptionist

Recommended basic skills standards are

- ENG 100
- REA 090
- MAT 036
- STS 060

The medical transcription certificate is designed to prepare students for entry-level employment as medical transcriptionists by providing the basic knowledge, understanding, and skills required to transcribe medical dictation with accuracy, clarity, and timeliness, applying the principles of professional and ethical conduct.

Students must also have demonstrated proficiency with a keyboarding speed at a minimum of 40 words per minute.

Students may complete deficiencies concurrently with the beginning courses in the program. Students not meeting a course prerequisite must have permission of coordinator to enroll.

Certificate

BTE 110	Business Language Skills	Cr. 3
BIO 141	Applied Anatomy and Physiology and Disease Processes I	5
BIO 142	Applied Anatomy and Physiology and Disease Processes II	4
CIS 120	Word Processing I - WordPerfect	3
MOT 181	Medical Terminology	2
MOT 185	Advanced Medical Terminology	2
MOT 221	Beginning Medical Transcription	4
MOT 247	Medicolegal Concepts & Ethics	3
MOT 222	Advanced Medical Transcription	4
MOT 223	Medical Transcription Practicum	3
	or	
	Approved Elective	<u>(3)</u>
Total Credit Hours		33

Medical Receptionist

This certificate option is designed to prepare individuals to work as receptionists in the health care industry. Students successfully completing this course of study will be able to register new patients, use proper telephone techniques, schedule appointments, file medical records, process mail, and type and transcribe miscellaneous medical reports. Students will gain exposure to both computerized and manual systems to organize a medical office. Credits from this program may be transferred to the medical transcriptionist certificate program or to the medical assistant AAS degree option.

Students may complete deficiencies concurrently with the beginning courses in the program. Students not meeting a course prerequisite must have permission of coordinator to enroll.

Certificate

MOT 120	Clinical Procedures I	Cr. 2
MOT 108	Medical Career Options and Readiness	1
MOT 110	Medical Office Procedures I	3
MOT 210	Medical Office Procedures II	3
MOT 221	Beginning Medical Transcription	4
MOT 247	Medicolegal Concepts and Ethics	3

MOT 181	Medical Terminology	2
CIS 120	Word Processing I - WordPerfect	3
NUR 101	Certified Nurse Aide	6
ENG 131	Technical Writing	3
	or	
SPE 225	Organizational Communication	(3)

Total Credit Hours **30**

Phlebotomy

In the phlebotomy certificate program, students will learn theory, anatomy and physiology, microbiology, and proficiency in collection of tissue and blood samples from patients in a variety of settings. Students will also learn customer service and communication skills necessary to work with patients. Career options are covered, and students will be prepared for a career in phlebotomy. Upon completion of the required courses, students will receive certificates of phlebotomy from PPCC and will qualify to take the National Certification Board Exam for Certificate Phlebotomy Technician (CPT). This certificate can be completed within one year, if coursework is completed as advised. There are no other prerequisites required other than those noted of BIO 110 as a prerequisite for BIO 123.

Students may complete deficiencies concurrently with the beginning courses in the program. Students not meeting a course prerequisite must have permission of coordinator to enroll.

Certificate		Cr.
MOT 108	Medical Careers Options and Procedures	1
MOT 115	Phlebotomy/Specimen Collection/Special Procedures	3
MOT 116	Pathology Laboratory Terminology	1
CST 125	Customer Service and Health Care	2
BIO 110	Foundations of College Biology	5
BIO 123	Foundations of College Microbiology	3
Total Credit Hours		15

Natural Resource Technology

Recommended basic skills standards are

- ENG 060
- MAT 036
- REA 090
- STS 060

This program is designed to prepare students for employment at the technician level in the following options: natural resources, zookeeping, interpretation, geographic information systems, and the adventure industry. This program is a two year AAS degree program. A certificate program is also available in the adventure guide program. The training includes science foundations, technical skills, an internship, group projects, and resource management techniques. A wide range of career opportunities in this ever-rising field will be available to the graduate of this program.

Students may complete deficiencies concurrently with the beginning courses in the program. Students not meeting a course prerequisite must have instructor permission to enroll.

Associate of Applied Science Degree

Recommended Program Sequence

Semester One – Fall

NRT 101	Introduction to Soils	4
NRT 102	National Resource Conservation	4
NRT 103	Equipment Use and Maintenance	3
BIO 133	Ecology	4
MAT 156	Problem Solving Mathematics	4
		<u>19</u>

Semester Two – Spring

NRT 104	Wilderness Skills and First Aid	3
NRT 202	Surveying and Measurement	3
NRT 203	Principles Forestry and Measurement	4
BIO 134	Plant Taxonomy	4
BUS 217	Business Communication & Report Writing	3
PED 150	Fitness Center I	1
		<u>18</u>

Semester Three – Summer

NRT 210	Natural Resource Internship	5
		<u>5</u>

Semester Four – Fall

NRT 205	Wildlife and Fisheries Principles	3
NRT 211	Environmental Policies and Economics	3
NRT 236	Public Relations of Natural Resources	2
GEY 106	Principles of Geology	3
SPE 214	Natural Resource Interpretation and Communication	3

*NRT Approved Elective 3
17

Semester Five – Spring

NRT 117	Introduction to Natural Resource GIS	1
NRT 204	Range Management and Restoration	4
NRT 212	Ecosystem Management	2
NRT 214	Environmental Issues and Ethics	3
PED 110	Physical Fitness	1
		<u>3</u>

*NRT Approved Elective 3
14

Total Credit Hours **75**

Associate of Applied Science Degree

Outdoor Education and Interpretation Option

Recommended Program Sequence

Semester One – Fall

NRT 102	Natural Resources Conservation	4
NRT 131	Interpreting Our Environment	3
BIO 133	Ecology	4
MAT 151	Technical Mathematics I	4
SPE 214	Natural Resource Interpretation and Communication	3
		<u>18</u>

Semester Two – Spring

BIO 134	Plant Taxonomy	4
BUS 217	Business Communication & Report Writing	3
GEY 106	Principles of Geology	3
PED 150	Fitness Center I	1
		<u>3</u>

*NRT Approved Elective 3
14

Semester Three – Summer

NRT 208	Natural Resource Interpretation Internship	5
		<u>5</u>

Semester Four – Fall

NRT 103	Equipment Use and Maintenance	3
NRT 137	Outdoor Leadership	2
NRT 205	Wildlife and Fisheries Principles	3
NRT 236	Public Relations of Natural Resources	2
PED 150	Fitness Center II	1
*NRT	Approved Elective	3
		<u>14</u>

Semester Five – Spring

NRT 206	Exhibit Design	2
NRT 214	Environmental Issues and Ethics	3
NRT 235	Programming for Outdoor Education and Recreation	3
*NRT	Approved Elective	3
*NRT	Approved Elective	3
		<u>14</u>

Total Credit Hours

14

65

***NRT Approved Electives**

ANT 101	Cultural Anthropology	3
BIO 105	Science of Biology	4
BIO 110	Foundations of College Biology	5
CHE 101	Introduction to Chemistry I	5
CIS 115	Introduction to Computers	3
DRT 103	Introduction to AutoCAD	3
GEO 112	Weather and Climate	3
HIS 225	Colorado History	3
Any NRT course not required in specific program		
SPE 216	Advanced Speech	3

Associate of Applied Science Degree**Zookeeping Technology Option****Recommended Program Sequence****Semester One – Fall**

NRT 106	Career Development for Zookeepers	5
NRT 113	Reptile and Amphibian Husbandry	4
NRT 142	Safety, Zoonoses and Hazardous Materials	5
NRT 236	Public Relations of Natural Resources	2
BIO 137	Animal Biology	4
MAT 156	Problem Solving Mathematics	4
PED 150	Fitness Center I	1
		<u>16</u>

Semester Two – Spring

NRT 114	Bird Husbandry	4
NRT 209	Zookeeping Internship**	5
BIO 134	Plant Taxonomy	4
BUS 217	Business Communication & Report Writing	3
PED 110	Physical Fitness	1
*NRT	Approved Zookeeping Elective	3
		<u>20</u>

Semester Three – Fall

NRT 115	Mammal Husbandry	4
NRT 209	Zookeeping Internship**	5
BIO 133	Ecology	4
SPE 214	Natural Resource Interpretation and Communication	3
NRT	Approved Elective*	3
		<u>19</u>

Semester Four – Spring

NRT 116	Fish and Invertebrate Husbandry	4
NRT 135	Horticulture for the Zookeeper	1
NRT 206	Exhibit Design	2
NRT 209	Zookeeping Internship**	5
NRT 214	Environmental Issues and Ethics	3
NRT 215	Veterinary Zookeeping	4
		<u>19</u>

Total Credit Hours

75

***NRT Zookeeping Approved Electives**

NRT 102	Natural Resource Conservation	4
NRT 131	Interpreting Our Environment	3
NRT 137	Outdoor Leadership	2
NRT 205	Wildlife and Fisheries Management	3
NRT 216	Elephant Management	3
NRT 217	Animal Behavior	3
NRT 236	Public Relations of Natural Resources	2
BIO 110	Foundations of College Biology	5
EMS 115	First Responder	2
CHE 101	Introduction to Chemistry I	5

**** Zookeeping Internships**

209 101	Hoofstock
209 102	Primates and Carnivores
209 103	Birds and Reptiles

Certificate**Adventure Guide Option****Recommended Program Sequence**

Cr.

Semester One – Fall

NRT 102	Natural Resources Conservation	4
NRT 120	The Adventure Guide Industry	3
NRT 132	Outdoor Skills Level I	2
NRT 137	Outdoor Leadership	2
SPE 214	NRT Interpretation & Communication	3
		<u>14</u>

Semester Two – Spring

NRT 109	Leave No Trace Certification Course	1
NRT 133	Outdoor Skills Level II	2
NRT 155	Wilderness Theory	1
NRT 156	Wilderness Food Prep	2
NRT 214	Environmental Issues and Ethics	3
NRT 245	Mountain Field Studies	2
NRT 257	Avalanche Safety	1
EMS 115	First Responder	2
		<u>14</u>

Semester Three – Summer

NRT 134	Outdoor Skills Level III	2
		<u>2</u>

Semester Four – Fall

NRT 103	Equipment Use & Maintenance	3
NRT 207	Adventure Guide Internship	5
NRT 230	Desert Field Studies	2
NRT 236	Public Relations of Natural Resources	2
NRT 255	Adventure Guide Expedition	5
		<u>17</u>

Total Credit Hours

45

Associate of Applied Science Degree*

Adventure Guide

Recommended Program Sequence

		Cr.
Semester One – Fall		
NRT 120	The Adventure Guide Industry	3
NRT 132	Outdoor Skills Level I	2
NRT 137	Outdoor Leadership	2
NRT 220	The Business of Adventure Travel	3
BUS 217	Business Communication and Report Writing	3
SPE 214	NRT Interpretation & Communication	3
		16
Semester Two – Spring		
NRT 102	Natural Resources Conservation	4
NRT 109	Leave No Trace Certification Course	1
NRT 130	Introduction to Outdoor Education & Recreation	3
NRT 133	Outdoor Skills Level II	2
NRT 155	Wilderness Theory	1
NRT 156	Wilderness Food Prep	2
NRT 257	Avalanche Safety	1
EMS 115	First Responder	2
		16
Semester Three – Summer		
NRT 134	Outdoor Skills Level III	2
NRT 255	Adventure Guide Expedition	5
		7
Semester Four – Fall		
NRT 103	Equipment Use & Maintenance	3
NRT 230	Desert Field Studies	2
NRT 236	Public Relations of Natural Resources	2
BIO 133	Ecology	4
MAN 225	Management Skills for Supervisors	3
MAT 156	Problem Solving in College Mathematics	4
		18
Semester Five – Spring		
NRT 207	Adventure Guide Internship	5
NRT 214	Environmental Issues and Ethics	3
NRT 225	Adventure Guide Seminar	1
NRT 235	Programming for Outdoor Ed & Recreation	3
NRT 245	Mountain Field Studies	2
IRM 154	Essentials of Risk Management	2
		16
Total Credit Hours		73

*Pending State Approval

Landscape Technician Option*

The landscape technician program will address the main categories of study to develop awareness and understanding of landscape projects. It is the intent of this program to prepare the students for an entry-level position in the multi-faceted industry of landscaping.

There will be a common core curriculum for all landscape technology majors pursuing an Associate of Applied Science (AAS) degree. The core courses will provide a solid platform on which to build an AAS degree in landscape technology. New students are encouraged to meet with a landscape technology faculty advisor before first semester registration.

Students may complete deficiencies concurrently with the beginning courses in the option. Students not meeting a course prerequisite must have instructor permission to enroll.

Associate of Applied Science

Recommended Program Sequence

		Cr.
Semester One – Fall		
NRT 101	Introduction to Soils	4
LTE 105	Woody Landscape Plants	3
LTE 106	Green Industry Equipment	2
PED	Any PED course	1
BIO 135	Biology of Plants	4
MAT 151	Technical Math I	4
		18
Semester Two – Spring		
LTE 112	Landscape Irrigation Design & Installation	3
LTE 113	Landscape Drafting and Design	3
LTE 124	Landscape Installation	3
LTE 127	Herbaceous Plants	3
BUS 217	Business Communication and Report Writing	3
	Any approved elective	3
		17
Semester Three – Summer		
LTE 270	Landscape Internship	5
		5
Semester Four – Fall		
LTE 205	Landscape Insects and Diseases	4
LTE 207	Landscape Maintenance	3
LTE 217	Hardscape Construction	3
LTE 218	Principles of Grading and Drainage	3
PED	Any PED course	1
	Any approved elective	3
		17
Semester Four – Spring		
LTE 225	Landscape Pesticides and Fertilizers	2
LTE 226	Green Industry Business Operations	3
LTE 227	Principles of Turf Grasses	3
LTE 235	Introduction to Arboriculture	4
SPE 225	Organizational Communications	3
	Any approved elective	3
		18
Total Credit Hours		75
Approved Electives		
LTE 135	Weed Identification and Control	2
LTE 137	Plant Propagation	3
LTE 202	Landscape Irrigation Maintenance & Repair	3
LTE 203	Introduction to LanCAD	3
LTE 208	Green Industry Large Equipment	2
LTE 228	Landscape Plant Usage	2
LTE 236	Xeriscape Landscapes	3
LTE 237	Green Industry Bidding and Estimating	3
NRT 102	Natural Resource Conservation	4
NRT 202	Introduction to Surveying	3
NRT 203	Introduction to Forestry	4
NRT 204	Range Management and Restoration	4
NRT 214	Environmental Ethics	3
DRT 103	Introduction to Autocad	3
CIS 115	Introduction to Computers	3
CIS 118	Introduction to PC Applications	3
MAN 225	Management Skills for Supervisors	3
BIO 134	Plant Taxonomy	4

*Pending State approval

Associate of Applied Science Degree

Technical GIS for Natural Resources Option

Recommended Program Sequence

Semester One

NRT 101	Introduction to Soils	4
NRT 102	Natural Resource Conservation	4
NRT 111	ARC View & Technical GIS for Natural Resources	4
DRT 103	Introduction to AutoCAD	3
MAT 151	Technical Mathematics I	4
		<u>19</u>

Semester Two

NRT 202	Introduction to Surveying	3
NRT 240	Arclnfo & Natural Resources	3
GEY 111	Physical Geology	4
GEO 206	Introduction to Cartography	4
MAT 152	Technical Mathematics II	3
		<u>17</u>

Semester Three

NRT 239	GIS Internship	5
		<u>5</u>

Semester Four

NRT 249	Technical GPS & Remote Sensing	3
BIO 133	Ecology	4
BUS 217	Business Communication & Report Writing	3
CIS 215	Nat. Resource Computer Analysis & Modeling	2
GEO 105	World Regional Geography	3
MAT 135	Introduction to Statistics	3
		<u>18</u>

Semester Five

NRT 212	Ecosystem Management	2
NRT 214	Environmental Issues and Ethics	3
NRT 241	Natural Resource GIS Computer Application	3
NRT 242	Advanced Natural Resource, GIS, Planning Project Management & Output Products	3
BIO 134	Plant Taxonomy	4
		<u>15</u>

Total Credit Hours

74

Networking Technology

Recommended basic skills standards are

- ENG 100
- MAT 066
- REA 090
- STS 060

The associate of applied science degree is designed to provide students with practical and relevant skills in the field of computer networking. Students will demonstrate basic skills in computer software, computer hardware, network operating systems, and networking device configuration.

Students must also have the ability to type 20 wpm or complete CIS 100. Students may complete deficiencies concurrently with the beginning courses in the program. Students not meeting a course prerequisite must have instructor permission to enroll.

Associate of Applied Science Degree

			Cr.
CIS 110	Introduction to PC Operating Systems: DOS		2
CIS 112	Introduction to Windows: 98		1
CIS 120	Word Processing I - MS Word		3
CIS 130	Introduction to the Internet		2
CIS 131	Introduction to Web Authoring: HTML		1
CIS 140	Introduction to PC Database: Access		1
CIS 141	Intermediate PC Database: Access		1
CIS 142	Advanced PC Database: Access		1
CIS 150	Introduction to PC Spreadsheets: Excel		1
CIS 151	Intermediate PC Spreadsheets: Excel		1
CIS 152	Advanced PC Spreadsheets: Excel		1
CIS 166	Visual Basic Programming		3
CIS 167	C Language Programming: C++		3
*NET 115	Introduction to Computer Networking and		3
*NET 120	Local Area Networks		3
	or		
*CIS 206	Cisco Networking Level I		(5)
			27-29
*Students must take both NET 115 and NET 120 or they may take only CIS 206.			
General Education Courses:			
BUS 217	Business Communication and Report Writing		3
CIS 115	Introduction to Computer Information Systems		3
CST 115	Introduction to Customer Service		3
ENG 131	Technical Writing I		3
MAN 105	Contemporary Business Ethics		3
SPE 115	Principles of Speech Communication		3
			<u>18</u>
Software Track			
NET 150	MCP Test Preparation		3
	or		
NET 151	CNA Test Preparation		3
NET 155	Wide Area Networks		3
NET 201	Networking Architectures and TCP/IP		3
NET 230	Network Design and Installation		3
			<u>12</u>
Hardware Track			
CIS 207	Cisco Networking Level II		5
CIS 208	Cisco Networking Level III		5
CIS 209	Cisco Networking Level IV		5
			<u>15</u>
Electives			
Choose 4 hours from the following courses:			
BUS 171	Coop. Work Experience I/Internship I		3
CIS 133	Advanced Web Authoring: Front Page		1
CIS 136	Presentation Graphics: PowerPoint		3
CIS 168	Java Programming		3
CIS 266	Advanced Visual Basic Programming		3
CIS 267	Advanced C Language Programming: C++		3
MAN 104	Personal Time Management		1
MAN 105	Contemporary Business Ethics		1
MAN 106	Action Planning		1
MAN 107	Team Building		1
MAN 108	Personal Leadership Development		1
			<u>4</u>
Degree with Software Track			60-62
Degree with Hardware Track			63-65

Certificate

			Cr.
CIS	115	Introduction to Computer Information Systems	3
CIS	120	Word Processing I - MS Word	3
CIS	130	Introduction to the Internet	2
CIS	131	Introduction to Web Authoring: HTML	1
CIS	140	Introduction to PC Database: Access	1
CIS	141	Intermediate PC Database: Access	1
CIS	142	Advanced PC Database: Access	1
CIS	150	Introduction to PC Spreadsheet: Excel	1
CIS	151	Intermediate PC Spreadsheet: Excel	1
CIS	152	Advanced PC Spreadsheet: Excel	1
*NET	115	Introduction to Computer Networking and	3
*NET	120	Local Area Networks or	3
*CIS	206	Cisco Networking Level I	(5)
			20-21
*Students must take both NET 115 and NET 120 or they may take only CIS 206.			

Software Track

CIS	110	Introduction to PC Operating Systems: DOS	2
CIS	112	Introduction to Windows: 98	1
NET	150	MCP Test Preparation or	3
NET	151	CNA Test Preparation	(3)
NET	155	Wide Area Networks	3
NET	201	Networking Architectures and TCP/IP	3
			12

Hardware Track

CIS	207	Cisco Networking Level II	5
CIS	208	Cisco Networking Level III	5
CIS	209	Cisco Networking Level IV	5
			15

Certificate with Software Track **32-33**

Certificate with Hardware Track **35-36**

Nursing

Pikes Peak Community College offers an accredited nursing program. There are a variety of programs offered to meet the educational needs of students interested in a career in nursing. The nursing program offers four certificate programs including nursing assistant, rehabilitation aide, licensed practical nursing and psychiatric technician. In addition, the nursing program offers an associate of applied science degree. This degree program includes two tracks, the first for students pursuing an associate of applied science degree who do not have prior nursing licensure and the second for licensed practical nurses pursuing an Associate Degree in Nursing (referred to as the advanced placement program). Both tracks lead to eligibility to take the NCLEX-RN licensing examination.

Admission to the college does not assure admission to the nursing program. Admission to the programs offered through nursing may require separate admission criteria. All students interested in the nursing program, who do not have previous college courses must complete the COMPASS exams prior to being advised. Interested students should inquire and seek advising through the Math, Science, and Health Science Office at (719) 538-5400.

Students should be aware that all clinical facilities require current CPR certification; tuberculin skin tests; proof of rubella and rubeola vaccines or titers; proof of hepatitis vaccination or signed waiver;

and current tetanus vaccine. Additionally, some clinical facilities require criminal background checks on all students. Students who have any record of acts of violence or failure to adhere to restraining orders may not be able to enroll in specific courses. Students are also required at some clinical facilities to take and pass drug and alcohol screening prior to their clinical experience.

Certificates

Nursing Assistant**

The nursing assistant certificate is available through completion of the following courses and their prerequisites.

			Cr.
NUR	101	Certified Nurse Aide	6
NUR	108	Accelerated Nurse Aide*	3
NUR	106	Rehabilitation Aide/Rehabilitative Technician	2

*NUR 108 is designed for students who are pursuing the LPN Certificate, or the RN or MOT degree.

**Pending State approval

Licensed Practical Nursing

Recommended basic skills standards are

- ENG 100
- MAT 066
- REA 090
- STS 060

The licensed practical nursing certificate program is designed to be completed in twelve months. Nursing courses begin every January and may be completed in December. It is required that students be advised to develop a schedule of courses that will meet their individual needs.

Students completing the licensed practical nursing certificate are eligible to take the licensed practical nursing licensure examination. Admission to the college does not assure admission into the Licensed Practical Nursing Program. Applications for this program are available the first working day of October. Admission to this program is determined through a selection process and criteria for selection are available through the Math, Science, and Health Science Office. Students interested in this program should seek advising for an individualized program schedule.

General Education Courses

BIO	141	Applied Anatomy, Physiology and Disease Processes I	4
BIO	142	Applied Anatomy, Physiology and Disease Processes II	4
ENG	121	English Composition	3
PSY	101	General Psychology	3
PSY	235	Human Growth and Development	3
MOT	130	Basic Pharmacology for Medical Careers	2
			19

Nursing Courses

NUR	108	Accelerated Nurse Aide	3
NUR	130	Introduction to Practical Nursing	3
NUR	131	Fundamental Concepts of Practical Nursing	3
NUR	132	Practical Nursing I	5
NUR	133	Practical Nursing II	6
NUR	134	Clinical Synthesis	1
NUR	140	Personal and Vocational Adjustments	1
NUR	164	Nutrition for Health Occupations	1
NUR	173	Family Centered Nursing I	5
			28

Total Credit Hours **47**

Psychiatric Technician

Recommended basic skills standards are

- ENG 100
- MAT 036
- REA 090
- STS 060

The psychiatric technician certificate program is designed to be completed in twelve months. Courses specific to the psychiatric technician certificate program begin every January and may be completed in December. Students will be advised to develop a schedule of courses that will meet their individual needs.

Students completing the psychiatric technician certificate are eligible to take the Colorado Psychiatric Technician Certification Exam. Applications are available the first working day of October. Admission to this program is determined through a selection process and criteria for selection are available through the Math, Science, and Health Science Office. Students interested in this program should seek advising for an individual program schedule.

General Education Courses

	Cr.
BIO 141 Applied Anatomy, Physiology, and Disease Processes I	4
BIO 142 Applied Anatomy, Physiology, and Disease Processes II	4
ENG 121 English Composition	3
PSY 101 General Psychology	3
PSY 235 Human Growth and Development	3
MOT 130 Basic Pharmacology for Medical Careers	<u>2</u>
	19

Nursing Courses

NUR 108 Accelerated Nurse Aide	3
NUR 130 Introduction to Practical Nursing	3
NUR 131 Fundamental Concepts of Practical Nursing	3
NUR 132 Practical Nursing I	5
NUR 151 Dynamics of Psychiatric Nursing I	3
NUR 152 Dynamics of Psychiatric Nursing Lab I	4
NUR 153 Dynamics of Psychiatric Nursing II	3
NUR 154 Dynamics of Psychiatric Nursing Lab II	<u>4</u>
	28

Total Credit Hours **47**

Associate of Applied Science Degree

Nursing - Track One

Recommended basic skills standards are

- ENG 100
- MAT 066
- REA 115
- STS 060

The registered nursing program is an associate of applied science program. Nursing courses begin every summer semester and may be completed in five semesters. Students will be advised to develop a schedule of courses that will meet their individual needs.

Students completing the Associate of Applied Science Degree in Nursing are eligible to take the Registered Nursing Licensure Examination. Admission to the college does not assure admission into the registered nursing program. Applications for this program are available the first working day of November. Admission to this program is determined through a selection process and criteria for selection are available through the Math, Science, and Health Science Office. Students interested in this program should seek advising for an individualized program schedule.

General Education Courses

	Cr.
BIO 123 Foundations of Microbiology	3
BIO 201 Human Anatomy and Physiology I	4
BIO 202 Human Anatomy and Physiology II	4
ENG 121 English Composition I	3
PSY 101 General Psychology I	3
PSY 235 Human Development	<u>3</u>
	20

Nursing Courses

NUR 108 Accelerated Nurse Aide	3
NUR 109 Introduction to Nursing	1
NUR 171 Fundamental Concepts of Nursing Practices	5
NUR 172 Basic Concepts of Medical Nursing	4
NUR 173 Family Centered Nursing I	5
NUR 174 Medical/Surgical Nursing I	13
NUR 221 Medical/Surgical Nursing II	15
NUR 222 Mental Health Nursing I	4
NUR 223 Mental Health Nursing II	4
NUR 224 Family Centered Nursing II	<u>4</u>
	58

Total Credit Hours **78**

Associate of Applied Science Degree

LPN Advanced Placement – Track Two

Pikes Peak Community College offers an advanced placement associate degree program for licensed practical nurses. Upon completion of the program, graduates are eligible to take the Registered Nurse licensure examination. LPNs interested in pursuing this degree are required to meet with a nursing advisor for career planning.

LPNs may pursue an Associate Degree in Nursing by completing the requirements as outlined in the Colorado Nursing Articulation Model. Admission to the advanced placement program is determined through a selection process and criteria for selection are available through the Math, Science, and Health Science Office. Applications are available the first working day of February and are due back the first working day of March each year.

Nursing Credits transferred in from the LPN transcript:

NUR 171 Fundamental Concepts of Nursing Practice	5
NUR 172 Basic Concepts of Medical Nursing	4
NUR 173 Family Centered Nursing I	5
NUR 174 Medical/Surgical Nursing I	<u>13</u>
	27

General Education Courses

	Cr.
BIO 123 Foundations of Microbiology	3
BIO 201 Human Anatomy and Physiology I	4
BIO 202 Human Anatomy and Physiology II	4
ENG 121 English Composition I	3
PSY 101 General Psychology I	3
PSY 235 Human Development	<u>3</u>
	20

Nursing Courses

NUR 186 LPN Advanced Placement for ADN	2
NUR 187 Medical/Surgical Bridge Course for LPN's	2
NUR 221 Medical/Surgical Nursing II	15
NUR 222 Mental Health Nursing I	4
NUR 223 Mental Health Nursing II	4
NUR 224 Family Centered Nursing II	<u>4</u>
	31

Total Credit Hours **78**

Office Administration*

Recommended basic skills standards are

- ENG 060
- MAT 066
- REA 090
- STS 060

This certificate program is designed to prepare students to become office professionals in entry-level positions that require skills in computer technology, communication skills, customer service, and office applications.

Students may complete deficiencies concurrently with the beginning courses in the program. Students not meeting a course prerequisite must have instructor permission to enroll.

For the Associate of Applied Science Degree, see Business Administration - Office Administration - located on page 69 of this catalog.

Certificate

	Cr.
ACC 205 Computerized Accounting	3
BTE 101 Keyboard Skill Building	1
BTE 102 Keyboarding Applications	2
BTE 108 Ten Key by Touch	1
BTE 110 Business Language Skills	3
BTE 116 Files Management	1
CIS 120 Word Processing I - WordPerfect (WIN)	3
or	
CIS 120 Word Processing I - Microsoft Word	(3)
CIS 122 Word Processing II - WordPerfect (WIN)	3
or	
CIS 122 Word Processing II - Microsoft Word	(3)
CIS 130 Introduction to the Internet	2
CIS 137 Desktop Publishing	3
CST 115 Introduction to Customer Service	3
	<u>25</u>

Office Administration Electives

Choose 5 hours from the following courses:

ACC 138 Payroll Accounting	2
BUS 171 Coop. Work Experience I/Internship I	3
CIS 133 Advanced Web Authoring: FrontPage	1
CIS 136 Presentation Graphics: PowerPoint	3
CIS 140 Introduction to PC Database: Access	1
CIS 141 Intermediate PC Database: Access	1
CIS 142 Advanced PC Database: Access	1
CIS 150 Introduction to PC Spreadsheet:s: Excel	1
CIS 151 Intermediate PC Spreadsheets: Excel	1
CIS 152 Advanced PC Spreadsheets: Excel	1
MAN 104 Time Management	1
MAN 105 Contemporary Business Ethics	3
MAN 106 Action Planning	1
MAN 107 Team Building	1
MAN 108 Personal Leadership Development	1
	<u>5</u>

Total Credit Hours

*Pending State approval

Office Training Fast Track

Recommended basic skills standards are

- ENG 060
- MAT 066
- REA 090
- STS 060

This certificate program is designed to prepare students for the modern office environment by using current software application packages. The accelerated schedule is designed for basic skill development and/or updating of office skills. Students must have the ability to type by touch 20 WPM or permission of instructor.

Students may complete deficiencies concurrently with the beginning courses in the program. Students not meeting a course prerequisite must have instructor permission to enroll.

Fast-Track Program			Cr.
ACC 110	Business Records		3
BTE 101	Keyboard Skill Building		1
BTE 102	Keyboarding Applications		2
BTE 108	Ten Key by Touch		1
BTE 110	Business Language Skills		3
BTE 116	Files Management		1
CIS 118	Introduction to PC Applications		3
CIS 120	Word Processing I - WordPerfect (WIN)		3
	or		
CIS 120	Word Processing I - Microsoft Word		(3)
CIS 122	Word Processing II - WordPerfect (WIN)		3
	or		
CIS 122	Word Processing II - Microsoft Word		(3)
Total Credit Hours			20

Physics

Recommended basic skills standards are

- ENG 060
- MAT 066
- REA 090
- STS 060

Physics is concerned with the nature of energy and matter, space and time. The laws of physics govern everything in the universe from the tiniest bit of matter to the largest star. Physics is a prerequisite to any in-depth study of the sciences and technologies. It leads to careers in engineering, astronomy, astronautics, medical research, geophysics, meteorology, and biophysics. This program provides the necessary background for transfer to a four-year school.

Students may complete deficiencies concurrently with the beginning courses in the program. Students not meeting a course prerequisite must have instructor permission to enroll.

Associate of Science Degree

Recommended Track			Cr.
CSC 116	Problem Solving With EXCEL (or 160)		3
ENG 121	English Composition I		3
ENG 122	English Composition II		3
SPE 115	Principles of Speech Communication		3
			<u>12</u>

Recommended to Satisfy Area Requirements:

Mathematics and Science

MAT 201	Calculus I	5
MAT 202	Calculus II	5
MAT 203	Calculus III	4
CHE 111	General College Chemistry I	5
CHE 112	General College Chemistry II	5
CSC 160	Computer Science I	4
PHY 211	Physics: Calculus-Based I	5
PHY 212	Physics: Calculus-Based II	5
SPS 201	Principles of Astronautics	3
SPS 205	Space Science Laboratory	<u>1</u>
		42

Social and Behavioral Sciences

Electives*	6
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Humanities

Electives*	<u>6</u>
	12

Total Credit Hours **66**

*Electives must be from general education Courses Required for All Options in this category for this degree.

Pikes Peak Regional Law Enforcement Academy

Recommended basic skills standards are

- ENG 100
- MAT 036
- REA 115
- STS 060

The Pikes Peak Regional Law Enforcement Academy provides qualified individuals the opportunity to gain the skills to become a law enforcement officer. The Academy offers a basic recruit curriculum sanctioned by the Peace Officers Standards and Training (P.O.S.T.) During their enrollment, students receive approximately 525 hours of coursework. At the end of the training program, P.O.S.T. administers the final certification exam. Those who successfully complete the exam are granted P.O.S.T. certification for three years. Colorado state law requires that all individuals be P.O.S.T. – certified prior to applying to a law enforcement agency.* Candidates will be subject to appropriate background checks.

Admission to the Pikes Peak Regional Law Enforcement Academy is accomplished through an application and selection process. Admission to the college does not guarantee admission into the Academy.

Additional requirements for admission to the Pikes Peak Regional Law Enforcement Academy may apply. For further information please call 540-7347.

*Some agencies may require employees to attend their academy as a condition of employment.

Certificate

	Cr.	
CRJ 110	Introduction to Criminal Justice	3
CRJ 111	Substantive Criminal Law	3
CRJ 115	Law Enforcement Driving	3
CRJ 135	Judicial Functions	3
CRJ 117	Defensive Tactics	3
CRJ 161	Police Pistol Training	2
CRJ 216	Juvenile Law and Procedures	3
CRJ 220	Human Relations & Social Conflicts	3
CRJ 201	Police Patrol Procedures	3

CRJ 203	F.A.T.S. Judgmental Shooting	1
CRJ 246	Traffic Investigations & Management	3
EMS 107	Standard First Aid - Adult CPR	1
PED 175	Fitness Concepts and Testing	1
PED 150	Fitness Center I	<u>1</u>
		33

Total Credit Hours

Political Science

Recommended basic skills standards are

- ENG 100
- MAT 036
- REA 090
- STS 060

Political science is the study of government: what it is, what it does, and how and why. Political scientists are interested in government at every level: local, county, state, regional, national, and international. Many of them specialize in one general area of political science such as political theory, U.S. political institutions and processes, comparative political institutions and processes, or international relations and organizations. Some specialize in a particular type of political institution or in the politics of a specific era.

Students may complete deficiencies concurrently with the beginning courses in the program. Students not meeting a course prerequisite must have instructor permission to enroll.

Associate of Arts Degree

Recommended Track

Minimum Requirements	Cr.	
I. English/Speech		
ENG 121	English Composition I	3
ENG 122	English Composition II	3
SPE 115	Principles of Speech Communication	<u>3</u>
		9

II. Computer Communication

CSC 105	Computer Literacy (or CSC 116 or CSC 160)	<u>3</u>
		3

Suggested to Fulfill This Track:

III. Mathematics and Science		
MAT 135	Introduction to Statistics	3
GEY 121	Historical Geology	4
Math or Science Course		<u>3</u>
		10

IV. Social and Behavioral Sciences*

POS 105	Introduction to Political Science	3
POS 111	American Government	3
	or	
POS 125	American State and Local Government	(3)
PSY 101	General Psychology I	<u>3</u>
		9

V. Humanities*

LIT 115	Introduction to Literature	3
PHI 111	Introduction to Philosophy	3
PHI 112	Ethics	<u>3</u>
		9

VI. Communication Studies or Fine Arts

Choose 3 credit hours from list on p. 53	<u>3</u>
	3

VII. Recommended Electives

Choose 17 hours from the following courses:

JOU 102	Introduction to Editing	3
JOU 106	Fundamentals of Reporting	3
HIS 101	Western Civilization I	3
HIS 102	Western Civilization II	3
POS 205	International Relations	3
POS 212	Comparative Politics of Developing Nations	3
POS 215	Current Political Issues	3
POS 216	Comparative Government	3
		<u>3</u>
		17

Total Credit Hours

60

*See AA degree for sequence requirements

Pre-Allied Health

Recommended basic skills standards are

- ENG 060
- MAT 066
- REA 090
- STS 060

The degree options are designed for students applying to programs at four-year schools in Colorado for medical technology and physical therapy. These emphasize physiology, anatomy, chemistry, and physics. Either one or two years may be used for transfer credit to other schools. As specific requirements may vary among different schools, students are encouraged to consult catalogs of the colleges to which they plan to apply. Programs should be planned with academic advisors prior to beginning classes. A recommended transfer track for pre-nursing is also available. While not necessarily resulting in an AS degree, the track does offer the equivalent of the course work of the first two years for transfer to four-year nursing schools in Colorado.

Students may complete deficiencies concurrently with the beginning courses in the program. Students not meeting a course prerequisite must have instructor permission to enroll.

Associate of Science Degree

Recommended Track

Medical Technology Option

CSC 116	Problem Solving With EXCEL (or 160)	3
ENG 121	English Composition I	3
ENG 122	English Composition II	3
SPE 115	Principles of Speech Communication	3
		<u>3</u>
		12

Recommended to Satisfy Area Requirements

Mathematics and Science

MAT 121	College Algebra	4
BIO 111	General College Biology I	5
BIO 112	General College Biology II	5
BIO 205	Microbiology	5
CHE 111	General College Chemistry I	5
CHE 112	General College Chemistry II	5
PHY 111	Physics: Algebra-Based I	5
PHY 112	Physics: Algebra-Based II	5
		<u>5</u>
		40

Social and Behavioral Sciences

Electives* 6

Humanities

Electives* 6

Total Credit Hours

64

*Electives must be from general education Courses Required for All Options in this category for this degree.

Physical Therapy Option

CSC 116	Problem Solving With EXCEL (or 160)	3
ENG 121	English Composition I	3
ENG 122	English Composition II	3
SPE 115	Principles of Speech Communication	3
		<u>3</u>
		12

Recommended to Satisfy Area Requirements

Mathematics and Science

MAT 121	College Algebra	4
BIO 111	General College Biology I	5
BIO 112	General College Biology II	5
BIO 201	Human Anatomy and Physiology I	4
BIO 202	Human Anatomy and Physiology II	4
CHE 111	General College Chemistry I	5
CHE 112	General College Chemistry II	5
PHY 111	Physics: Algebra-Based I	5
PHY 112	Physics: Algebra-Based II	5
		<u>5</u>
		43

Social and Behavioral Sciences

PSY 235	Human Development	3
	Electives	3
		<u>3</u>
		6

Humanities

Electives* 6

Total Credit Hours

67

*Electives must be from general education Courses Required for All Options in this category for this degree.

Associate of General Studies Degree

Pre-Nursing Option

Recommended Courses

CSC 116	Problem Solving With EXCEL (or 160)	3
ENG 121	English Composition I	3
ENG 122	English Composition II	3
SPE 115	Principles of Speech Communication	3
		<u>3</u>
		12

Recommended Courses

Mathematics and Science

MAT 121	College Algebra	4
MAT 135	Introduction to Statistics	3
BIO 151	Introduction to Nutrition I	3
BIO 201	Human Anatomy and Physiology I	4
BIO 202	Human Anatomy and Physiology II	4
BIO 205	Microbiology	5
CHE 101	Introduction to Chemistry I	5
CHE 102	Introduction to Chemistry II	5
		<u>5</u>
		34

Social and Behavioral Sciences

ANT 101	Cultural Anthropology	3
PSY 101	General Psychology I	3
SOC 101	Introduction to Sociology I	3
PSY 235	Human Development	3
		<u>3</u>
		12

Humanities

Electives 6

Total Credit Hours

64

Pre-Engineering

Recommended basic skills standards are

- ENG 060
- MAT 066
- REA 090
- STS 060

The AS degree recommended track offers students the requisite fundamental engineering sciences background and the strong mathematical foundation necessary for pursuing upper-level classes in engineering. Because of the varied differences of freshman and sophomore level courses needed for specific engineering programs, it is strongly recommended that students plan a program of study with pre-engineering advisors prior to or during the first term of study. The recommended transfer track, while not necessarily resulting in an AS degree, does offer the equivalent of the course work of the first two years of college engineering studies in preparation for transfer to an engineering school.

Students may complete deficiencies concurrently with the beginning courses in the program. Students not meeting a course prerequisite must have instructor permission to enroll.

Associate of Science Degree

Recommended Track

CSC 116	Problem Solving With EXCEL (or 160)	Cr.	3
ENG 121	English Composition I		3
ENG 122	English Composition II		3
SPE 115	Principles of Speech Communication		3
			<u>12</u>

Recommended to Satisfy Area Requirements

Mathematics and Science

CHE 111	General College Chemistry I	5
CHE 112	General College Chemistry II	5
MAT 201	Calculus I	5
MAT 202	Calculus II	5
MAT 203	Calculus III	4
MAT 265	Differential Equations	3
PHY 211	Physics: Calculus-Based I	5
PHY 212	Physics: Calculus-Based II	5
CSC 148	FORTTRAN Programming	3
CSC 161	Computer Science II	4
		<u>44</u>

Social and Behavioral Sciences

ECO 201	Principles of Macroeconomics	3
ECO 202	Principles of Microeconomics	3
		<u>6</u>

Humanities

Electives*	6
	<u>6</u>

Total Credit Hours 68

*Electives must be from general education Courses Required for All Options in this category for this degree.

Recommended Transfer Track

Recommended Courses

CHE 111	General College Chemistry I	Cr.	5
CHE 112	General College Chemistry II		5
CSC 148	FORTTRAN Programming		3
CSC 160	Computer Science I		4
CSC 161	Computer Science II		4
ENG 121	English Composition I		3
			<u>24</u>

Recommended to Satisfy Area Requirements

Mathematics and Science

MAT 201	Calculus I	5
MAT 202	Calculus II	5
MAT 203	Calculus III	4
MAT 265	Differential Equations	3
PHY 211	Physics: Calculus-Based I	5
PHY 212	Physics: Calculus-Based II	5
		<u>27</u>

Social and Behavioral Sciences

ECO 201	Principles of Macroeconomics	3
ECO 202	Principles of Microeconomics	3
		<u>6</u>

Humanities

Elective	3
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Total Credit Hours 60

Pre-Med Professions

Recommended basic skills standards are

- ENG 060
- MAT 066
- REA 090
- STS 060

Health professions are necessary to provide comprehensive health care to all types of people. This program is designed to meet the needs of students who wish to go into professional health care positions in dentistry, medicine, veterinary medicine, pharmacy, and chiropractic.

Students may complete deficiencies concurrently with the beginning courses in the program. Students not meeting a course prerequisite must have instructor permission to enroll.

Associate of Science Degree

Recommended Track

CSC 116	Problem Solving With EXCEL (or 160)	Cr.	3
ENG 121	English Composition I		3
ENG 122	English Composition II		3
SPE 115	Principles of Speech Communication		3
			<u>12</u>

Recommended to Satisfy Area Requirements

Mathematics and Science

MAT 201	Calculus I	5
BIO 111	General College Biology I	5
BIO 112	General College Biology II	5
CHE 111	General College Chemistry I	5
CHE 112	General College Chemistry II	5
PHY 111	Physics: Algebra-Based I	5
PHY 112	Physics: Algebra-Based II	5
	Elective	2
		<u>37</u>

Social and Behavioral Sciences

PSY 101	General Psychology I	3
SOC 101	Introduction to Sociology I	3
		<u>6</u>

Humanities

Electives*	6
(Languages or Literature are Recommended)	

Total Credit Hours 61

*Electives must be from general education Courses Required for All Options in this category for this degree.

Psychology

Recommended basic skills standards are

- ENG 100
- MAT 036
- REA 090
- STS 060

Psychologists study the behavior of individuals and groups and often help individuals achieve satisfactory personal adjustments. Their work includes varied activities such as teaching in colleges and universities, counseling individuals, planning and conducting training programs for workers, performing basic and applied research, advising on psychological methods and theories, and administering psychology programs in hospitals, clinics, research laboratories, etc. Students pursuing a bachelor's degree in psychology can fulfill lower division requirements at Pikes Peak Community College. Students should note that graduate degrees are required for most professional positions in psychology.

Students may complete deficiencies concurrently with the beginning courses in the program. Students not meeting a course prerequisite must have instructor permission to enroll.

Associate of Arts Degree

Recommended Track

Minimum Requirements

I. English/Speech

ENG 121	English Composition I	3
ENG 122	English Composition II	3
SPE 115	Principles of Speech Communication	<u>3</u>
		9

II. Computer Communication

CSC 105	Computer Literacy (or CSC 116 or CSC 160)	<u>3</u>
		3

Suggested to Fulfill This Track:

III. Mathematics and Science

MAT 135	Introduction to Statistics	3
BIO 111	General College Biology I	5
BIO 112	General College Biology II	<u>5</u>
		13

IV. Social and Behavioral Sciences*

Choose 9 hours from the following courses:

PSY 101	General Psychology I	3
PSY 102	General Psychology II	3
HIS 101	Western Civilization I	3
	or	
HIS 102	Western Civilization II	<u>3</u>
		9

V. Humanities*

HUM 121	Survey of Humanities I	3
HUM 122	Survey of Humanities II	3
	or	
HUM 123	Survey of Humanities III	(3)
PHI 111	Introduction to Philosophy	<u>3</u>
		9

VI. Communication Studies or Fine Arts

	Choose 3 credit hours from list on p. 53	<u>3</u>
		3

VII. Recommended Electives

Choose 14 hours from the following courses:

PSY 115	Psychology of Adjustment	3
PSY 217	Human Sexuality	3
PSY 226	Social Psychology	3
PSY 227	Death and Dying	3
PSY 235	Human Development	3
PSY 243	Behavior Modification	3
PSY 246	Psychology of Women and Men	3
PSY 255	Psychology of the Exceptional Child	3
PSY 260	Psychology of Aging	3
PSY 265	Psychology of Personality	<u>3</u>
		14

Total Credit Hours

80

*See AA degree for sequence requirements

Radio, Television, Telecommunications

Recommended basic skills standards are

- ENG 060
- MAT 036
- REA 090
- STS 060

Cr. The Telecommunications Production degree program prepares students to enter the television and radio broadcast industry. Students will learn to write, produce and package programs for the broadcast and video production community. To enhance the learning process, students will also complete internships at local broadcast and/or video production facilities. Upon successful completion of the degree program, students may gain employment as announcers, producers, directors, writers, board operators, as well as other non-broadcast occupations, in audio and video production.

Students who elect to complete a certificate program learn specialized broadcast skills in a shorter period of time. Coursework completed in the certificate program may be applied to one of the options in the Associates of Applied Science Degree program.

Students may complete deficiencies concurrently with the beginning courses in the program. Students must arrange with advisors to remedy deficiencies in program requirements.

Associate of Applied Science Degree

Telecommunications Production

Recommended Program Sequence **Cr.**

Semester One – Fall

TCM 101	Radio Programming & Production I	3
TCM 106	Radio Programming & Production Lab I	3
TCM 123	Writing for Television and Radio	3
	or	
TCM 216	Corporate Scriptwriting	(3)
TCM 132	Introduction to Telecommunications	2
CIS 100	Computer Keyboarding	1
CIS 115	Introduction to Computers	3
	or	
CIS 118	Introduction to PC Applications	(3)
ENG 121	English Composition I	<u>3</u>
		18

Semester Two – Spring

TCM 130	Principles of Satellite Communication	2
TCM 201	Television Production	3
TCM 206	TV Studio Production	3
TCM 213	News Writing and Reporting	3
TCM 214	Principles of Audio	3
SPE 115	Principles of Speech Communication	3
		<u>17</u>

Semester Three – Fall

TCM 102	Radio Programming & Production II	3
	or	
TCM 202	Advanced Television Production	(3)
TCM 107	Radio Programming & Production Lab II	3
	or	
TCM 207	Advanced TV Studio Production	(3)
TCM 221	Basic Video Production	4
TCM 271	Supervised Work Experience I	4
	or	
TCM 272	Supervised Work Experience II	4
	or	
TCM 273	Supervised Work Experience III	4
BUS 115	Introduction to Business	3
		<u>17</u>

Semester Four – Spring

TCM 215	Broadcast Sales & Management	3
TCM 278	Internship in Telecommunications	4
SOC 101	Introduction to Sociology I	3
	or	
ANT 101	Cultural Anthropology	(3)
TCM Electives		<u>6</u>
		16

Total Credit Hours 68

TCM Electives: Students must choose elective credits from the list below. Students may meet with an advisor to discuss alternatives.

TCM 102	Radio Programming and Production II	3
TCM 107	Radio Programming and Production Lab II	3
TCM 131	Radio Broadcast Technical Operations	2
TCM 202	Advanced Television Production	3
TCM 207	Advanced TV Studio Production	3
TCM 222	Advanced Videotape Editing	4
TCM 270	Supervised Work Experience in News	4
TCM 271	Supervised Work Experience I	4
TCM 272	Supervised Work Experience II	4
TCM 273	Supervised Work Experience III	4
TCM 275	Supervised Work Experience V	3
TCM 276	Supervised Work Experience VI	3
TCM 277	Supervised Work Experience VII	3

Certificate**Television Option**

TCM 123	Writing for TV & Radio	3
	or	
TCM 216	Corporate Scriptwriting	(3)
TCM 201	TV Production	3
TCM 202	Advanced TV Production	3
TCM 206	TV Studio Production	3
TCM 207	Advanced Studio Production	3
TCM 215	Sales and Management	3
TCM 221	Basic Video Production	4
TCM 222	Advanced Videotape Editing	4
TCM 271	Supervised Work Experience I	4
TCM 274	Supervised Work Experience IV	3
CIS 100	Computer Keyboarding	<u>1</u>

Total Credit Hours 34**Certificate****Radio Option**

TCM 101	Radio Programming & Production I	3
TCM 102	Radio Programming & Production II	3
TCM 106	Radio Programming & Production Lab I	3
TCM 107	Radio Programming & Production Lab II	3
TCM 123	Writing for TV & Radio	3
	or	
TCM 216	Corporate Scriptwriting	(3)
TCM 131	Radio Broadcast Technical Operations	2
TCM 213	News Writing and Reporting	3
TCM 214	Principles of Audio	3
TCM 215	Sales and Management	3
TCM 272	Supervised Work Experience II	4
TCM 273	Supervised Work Experience III	<u>4</u>

Total Credit Hours 34**Certificate****Beginning Radio Production**

TCM 101	Radio Programming & Production I	3
TCM 106	Radio Programming & Production Lab I	<u>3</u>

Total Credit Hours 6**Certificate****Advanced Radio Production**

TCM 101	Radio Programming & Production I	3
TCM 106	Radio Programming & Production Lab I	3
TCM 102	Radio Programming & Production II	3
TCM 107	Radio Programming & Production Lab II	<u>3</u>

Total Credit Hours 12

Certificate

Basic Radio Operations*

TCM 101	Radio Programming & Production I	3
TCM 106	Radio Programming & Production Lab I	3
TCM 131	Radio Broadcast Technical Operations	2
TCM 273	Supervised Work Experience III	<u>4</u>

Total Credit Hours 12

Certificate

Advanced Radio Operations*

TCM 101	Radio Programming & Production I	3
TCM 106	Radio Programming & Production Lab I	3
TCM 102	Radio Programming & Production II	3
TCM 107	Radio Programming & Production Lab II	3
TCM 131	Radio Broadcast Technical Operations	2
TCM 272	Supervised Work Experience II	4
TCM 273	Supervised Work Experience III	<u>4</u>

Total Credit Hours 22

Certificate

Beginning TV Production*

TCM 201	Television Production	3
TCM 206	TV Studio Production	3
TCM 221	Basic Video Production	<u>4</u>

Total Credit Hours 10

Certificate

Advanced TV Production*

TCM 201	Television Production	3
TCM 206	TV Studio Production	3
TCM 202	Advanced Television Production	3
TCM 207	Advanced TV Studio Production	3
TCM 222	Advanced Video Tape Editing	<u>4</u>

Total Credit Hours 16

Certificate

Beginning TV Production and Editing*

TCM 221	Basic Video Production	4
TCM 222	Advanced Video Tape Editing	<u>4</u>

Total Credit Hours 8

Certificate

Advanced TV Production and Video Editing*

TCM 201	Television Production	3
TCM 206	TV Studio Production	3
TCM 202	Advanced TV Production	3
TCM 207	Advanced TV Studio Production	3
TCM 221	Basic Video Production	4
TCM 222	Advanced Video Tape Editing	<u>4</u>

Total Credit Hours 20

Certificate

Basic Copywriting*

TCM 123	Writing for TV and Radio	3
TCM 216	Corporate Script Writing	<u>3</u>

Total Credit Hours 6

Certificate

Sales and Copywriting*

TCM 123	Writing for TV and Radio	3
TCM 213	News Writing and Reporting	3
TCM 215	Sales and Management	<u>3</u>

Total Credit Hours 9

*Pending State approval

Real Estate

Recommended basic skills standards are

- ENG 060
- MAT 066
- REA 090
- STS 060

The real estate certificate program prepares students to take the State License Exam to become a Real Estate associate broker. Upon successful completion of the state exam, students can secure employment as residential or commercial Real Estate agents.

Students may complete deficiencies concurrently with the beginning courses in the program. Students not meeting a course prerequisite must have instructor permission to enroll.

For the Associate of Applied Science Degree, see Business Administration – Real Estate – located on page 70 of this catalog.

Certificate

RES 141	Real Estate Practice and Law	3
RES 142	Colorado Real Estate Contracts & Regs.	3
RES 143	Current Legal Issues & Practical Apps.	3
RES 144	Record Keeping Trust Accts. & Closings	3
		<u>12</u>

*Real Estate Electives

Choose 17 hours from the following courses:

BUS 226	Business Statistics	3
CIS 110	Introduction to PC Operating Systems: DOS	3
HIS 241	History of Pikes Peak Area	3
MAN 226	Principles of Management	3
MAN 227	Small Business Management	3
MAR 102	Principles of Advertising	3
MAR 121	Sales/Advertising/Real Estate Techniques	1
MAR 216	Principles of Marketing	3
MAT 156	Problem Solving in College Mathematics	4
		<u>17</u>

Total Credit Hours **29**

*Your Program Advisor may approve additional elective choices.

Risk and Safety Management (See Environmental Health and Safety)

Social Services Technician

Recommended basic skills standards are

- ENG 060
- MAT 036
- REA 090
- STS 060

This program prepares students to enter the social services career field at the paraprofessional level. The training includes individual casework skills, group skills, case management skills, and family group work skills. Students receive supervised work experience in various social agencies within the community, which often serves as an avenue of obtaining employment. Elective courses are offered to help students learn more advanced helping skills.

Social Services Technician faculty, recommend that in order to maximize the chances of success, students possess foundational skills in the following areas:

- effective study skills
- basic math skills
- reading and comprehension skills
- working knowledge and application of English skills
- time management and problem solving skills

Students can take placement testing in the Testing Center (A-108). Students desiring individualized program planning suggestions are encouraged to consult program faculty. Please call (719) 540-7450 to schedule an appointment.

Students may complete deficiencies concurrently with the beginning courses in the program. Students not meeting a course prerequisite must have instructor permission to enroll.

Associate of Applied Science Degree

SSE 100	Introduction to Human Services	3
SSE 115	Social Welfare and Community Agencies	3
SSE 122	Intervention Techniques	3
SSE 133	Application of Group Counseling	3
SSE 192	Community Field Experience I	6
SSE 193	Community Field Experience II	6
SSE 211	Human Behavior in the Social Environment	3
SSE 212	Client Development	3
SSE 213	Differential Approaches in Social Services	3
SSE 271	Community Field Experience III	6
ECP 212	Family Health	2
		<u>41</u>

General Education Courses

ENG 121	English Composition I	3
	and	
ENG 122	English Composition II	3
	or	
SPE 225	Introduction to Organizational Communication	(3)
	and either	
BUS 217	Business Communication & Report Writing	(3)
	or	
ENG 131	Technical Writing	(3)
PSY 115	Psychology of Adjustment	3
SOC 101	Introduction to Sociology I	3
SOC 102	Introduction to Sociology II	3
	Electives*	<u>6</u>

Total Credit Hours **62**

*Electives must meet general education requirements in humanities. See list of approved general education courses.

Certificate

SSE 100	Introduction to Human Services	Cr.	3
SSE 115	Social Welfare and Community Agencies		3
SSE 122	Intervention Techniques		3
SSE 192	Community Field Experience I		6
SSE 212	Client Development		3
SSE 213	Differential Approaches in Social Services		3
SOC 101	Introduction to Sociology I		3
	Elective*		3

Total Credit Hours **30**

*Students must consult with advisors for selection of elective courses.

Social Work

Recommended basic skills standards are

- ENG 100
- MAT 036
- REA 090
- STS 060

This program provides the first two years for transfer students who wish to pursue a career in social work or the human services field. Because of different requirements at four-year institutions, it is important that students work with advisors.

Students may complete deficiencies concurrently with the beginning courses in the program. Students not meeting a course prerequisite must have instructor permission to enroll.

NOTE: The University of Southern Colorado has specific program requirements for transfer; consult your program advisor for specifics.

Associate of Arts Degree

Recommended Track

Minimum Requirements

I. English/Speech

ENG 121	English Composition I	Cr.	3
ENG 122	English Composition II		3
SPE 115	Principles of Speech Communication		<u>3</u>
			9

II. Computer Communication

CSC 105	Computer Literacy		<u>3</u>
			3

Suggested to Fulfill This Track:

III. Mathematics and Science

MAT 135	Introduction to Statistics	Cr.	3
	CORE Science		4
	Math/Science Elective		<u>2</u>
			9

IV. Social and Behavioral Sciences

PSY 101	General Psychology I	Cr.	3
SOC 101	Introduction to Sociology I		3
	CORE POS or ECO or HIS		<u>3</u>
			9

V. Humanities*

Choose 9 credit hours from CORE courses listed on pg. 53			<u>9</u>
			9

VI. Communication Studies or Fine Arts

SPE 125	Interpersonal Communication		<u>3</u>
			3

VII. Recommended Electives

Choose 18 hours from the following courses:

**SSE100	Introduction to Human Services	Cr.	3
**SSE115	Social Welfare and Community Agencies		3
**SSE122	Intervention Techniques		3
**SSE211	Human Behavior and Social Environment		3
**SSE212	Client Development		3
PSY 102	General Psychology II		3
PSY 115	Psychology of Adjustment		3
PSY 246	Psychology of Women and Men		3
SOC 102	Introduction to Sociology II		3
SOC 250	Chicanos in a Changing Society		<u>3</u>
			18

Total Credit Hours **60**

*See AA degree for sequence requirements

**SSE courses require paperwork from your advisor to be used in an AA degree.

Sociology

Recommended basic skills standards are

- ENG 100
- MAT 036
- REA 090
- STS 060

Sociology is a systematic study of society which includes people in groups, cultures and subcultures, the socialization process, social organization, social institutions (political, religious, educational, economic, etc.), social stratifications, social change, race and ethnic relations, human ecology, and social problems. As an intellectual discipline, it deals with developing scientific and reliable knowledge about human social relationships in group life. Courses are designed to increase personal awareness of the social environment, to prepare for interpersonal relationships in careers, and to equip students for further studies in sociology.

Students may complete deficiencies concurrently with the beginning courses in the program. Students not meeting a course prerequisite must have instructor permission to enroll.

Associate of Arts Degree

Recommended Track

Minimum Requirements

I. English/Speech

ENG 121	English Composition I	Cr.	3
ENG 122	English Composition II		3
SPE 115	Principles of Speech Communication		<u>3</u>
			9

II. Computer Communication

CSC 105	Computer Literacy (or CSC 116 or CSC 160)		<u>3</u>
			3

Suggested to Fulfill This Track:

III. Mathematics and Science

MAT 135	Introduction to Statistics	Cr.	3
	CORE Science (□)		4
	Math/Science (□)		<u>3</u>
			10

IV. Social and Behavioral Sciences*

SOC 101	Introduction to Sociology I	Cr.	3
SOC 102	Introduction to Sociology II		3
HIS 202	U.S. History II		<u>3</u>
			9

V. Humanities*

HUM 121	Survey of Humanities I	3
HUM 122	Survey of Humanities II	3
	or	
HUM 123	Survey of Humanities II	(3)
PHI 111	Introduction to Philosophy	<u>3</u>
		9

VI. Communication Studies or Fine Arts

Choose 3 credit hours from list on p. 53 3
3

VII. Recommended Electives

Choose 17 hours from the following courses:

ANT 101	Cultural Anthropology	3
ANT 111	Physical Anthropology	3
HIS 101	Western Civilization I	3
HIS 102	Western Civilization II	3
HIS 201	U.S. History I	3
POS 105	Introduction to Political Science	3
PSY 101	General Psychology I	3
SOC 205	Marriage and Family	3
SOC 215	Contemporary Social Problems	3
SOC 218	Sociology of Minorities	3
SOC 231	Deviant Behavior	3
SOC 232	Juvenile Delinquency	3
SOC 236	Age and Aging	<u>3</u>

Total Credit Hours

*See AA degree for sequence requirements

Southwest Studies

Recommended basic skills standards are

- ENG 100
- MAT 036
- REA 090
- STS 060

The southwest studies program provides an interdisciplinary view of different social, cultural, artistic and environmental aspects of the regions of the Southwest.

Students may complete deficiencies concurrently with the beginning courses in the program. Students not meeting a course prerequisite must have instructor permission to enroll.

Associate of Arts Degree

Recommended Track

Minimum Requirements

I. English/Speech

ENG 121	English Composition I	3
ENG 122	English Composition II	3
SPE 115	Principles of Speech Communication	<u>3</u>
		9

II. Computer Communication

CSC 105	Computer Literacy	<u>3</u>
		3

Recommended to Satisfy Area Requirements

III. Mathematics and Science

Choose 9 hours from the following courses:

MAT 135	Introduction to Statistics (or MAT 121)	3
GEY 111	Physical Geology (or BIO 111 or AST 101)	4
GEY 121	Historical Geology (or BIO 112 or AST 102)	4
GEO 111	Physical Geography - Landforms	<u>3</u>
		9

IV. Social and Behavioral Sciences*

Choose 9 hours from the following courses:

ANT 101	Cultural Anthropology	3
ANT 111	Physical Anthropology	3
HIS 101	Western Civilization I	3
HIS 102	Western Civilization II	3
HIS 201	U.S. History I	3
HIS 202	U.S. History II	3
GEO 105	World Regional Geography	<u>3</u>
		9

V. Humanities*

Choose 9 hours from the following courses:

ART 110	Art Appreciation	3
HUM 122	Survey of Humanities II	(3)
HUM 123	Survey of Humanities III	(3)
SPA 111, 112	Spanish I, II	5/10
SPA 211, 212	Spanish III, IV	<u>3/6</u>
		9

VI. Communication Studies or Fine Arts

ART121,122	Drawing I, II	3
ART161,162,261,262	Ceramics I, II, III, IV	3
DAN121,122,123	Jazz I, II, III or Ballet or Modern	1-3
THE 204	Voice and Articulation I	<u>2</u>
		3

VII. Recommended Electives

Choose 18 hours from the following courses:

ANT 107	Introduction to Archeology	3
ANT 251	The Study of Folklore	3
ART 251	Navajo Weaving Techniques I	3
ART 141	Jewelry and Metalwork I	3
DAN 141	Regional Dances: Latino Folk	1
GEO 125	Geography of Colorado	3
HIS 116	Native American Experience	3
HIS 136	The Southwest United States	3
HIS 225	Colorado History	3
HUM 236	North American Indian Arts	3
HUM 237	Hispanic Arts of the Southwest	3
HUM 238	Sacred Images, Sacred Spaces:	3
PHI 115	Comparative Religions	3
SOC 218	Sociology of Minorities	3
SOC 250	Chicanos in a Changing Society	3
ANT,HUM,SPA 266	Culture Studies	<u>1-3</u>
		18

Total Credit Hours

*See AA degree for sequence requirements.

60

Space Science

Recommended basic skills standards are

- ENG 060
- MAT 066
- REA 090
- STS 060

As human activities expand further into the final frontier, an understanding of the sciences involved in space science will become an important part of education. Besides being a high tech endeavor, space is playing an ever increasing role in the world economy and in politics. Space science draws from all other sciences and those working on space related projects need a broad knowledge of many interrelated disciplines.

Students may complete deficiencies concurrently with the beginning courses in the program. Students not meeting a course prerequisite must have instructor permission to enroll.

Associate of Science Degree

Recommended Track

CSC 116	Problem Solving With EXCEL	Cr.	3
ENG 121	English Composition I		3
ENG 122	English Composition II		3
SPE 115	Principles of Speech Communication		<u>3</u>
			12

Recommended to Satisfy Area Requirements

Mathematics and Science

MAT 201	Calculus I	5
AST 101	Astronomy I	4
AST 102	Astronomy II	4
CHE 111	General College Chemistry I	5
CSC 160	Computer Science I	4
PHY 211	Physics: Calculus-Based I	5
PHY 212	Physics: Calculus-Based II	5
SPS 101	Spaceflight	3
SPS 201	Principles of Astronautics	3
SPS 205	Space Science Laboratory	<u>1</u>
		39

Social and Behavioral Sciences

ANT 111	Physical Anthropology	3
PSY 101	General Psychology I	<u>3</u>
		6

Humanities

Electives*	6
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Total Credit Hours 63

*Electives must be from general education Courses Required for All Options in this category for this degree.

Speech

Recommended basic skills standards are

- ENG 100
- MAT 036
- REA 090
- STS 060

(The speech program at PPCC is combined with communication. Although no classes carry a communication prefix, several transfer as communication courses.)

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

Students may complete deficiencies concurrently with the beginning courses in the program. Students not meeting a course prerequisite must have instructor permission to enroll.

Associate of Arts Degree

Recommended Track

Minimum Requirements		Cr.
I. English/Speech		
ENG 121	English Composition I	3
ENG 122	English Composition II	3
SPE 115	Principles of Speech Communication	<u>3</u>
		9

II. Computer Communication

CSC 105	Computer Literacy (or CSC 116 or CSC 160)	<u>3</u>
		3

Suggested to Fulfill This Track

III. Mathematics and Science

MAT 135	Introduction to Statistics	3
BIO 105	Science of Biology	4
GEY 146	The Earth Revealed: Introductory Geology	<u>3</u>
		10

IV. Social and Behavioral Sciences*

Choose 9 hours from the following courses:

ANT 111	Physical Anthropology	3
HIS 201	U.S. History I	3
HIS 202	U.S. History II	3
POS 111	American Government	3
PSY 101	General Psychology I	3
PSY 102	General Psychology II	3
SOC 101	Introduction to Sociology I	3
SOC 102	Introduction to Sociology II	<u>3</u>
		9

V. Humanities*

Choose 9 hours from the following courses:

HUM 121	Survey of Humanities I (or HUM 122)	3
HUM 122	Survey of Humanities II (or HUM 123)	3
PHI 111	Introduction to Philosophy	3
PHI 112	Ethics	3
PHI 113	Logic	3
THE 211	Development of Theatre I	3
	or	
	Any CORE Foreign Language Course	<u>5</u>
		9

VI. Communication Studies or Fine Arts

Choose 3 hours from the following courses:

SPE 125	Interpersonal Communication	3
SPE 216	Advanced Public Speaking	3
SPE 217	Group Communication	3
SPE 225	Organizational Communication	3
ART 150	Fundamentals of Photography	3
ART 151	Photography I	3
ART 201	Film Studies	<u>3</u>
		3

VII. Recommended Electives

Choose 17 credit hours from the following to total 60 hours:

Any courses listed above which were not selected from the degree and/or
Any JOU prefix courses
and/or
Any THE prefix courses

Total Credit Hours 60

(or more depending on course choices)

*See AA degree for sequence requirements

Supervision

Recommended basic skills standards are

- ENG 060
- MAT 066
- REA 090
- STS 060

The supervision certificate program is designed for those students who are primarily interested in the supervisory or operational level of management in small business or a corporate entity. Skills, attitudes, and knowledge gained are based on effective first-level management needs. BUS 171 – Cooperative Work Experience I/ Internship I is an integral part of the certificate.

Students may complete deficiencies concurrently with the beginning courses in the program. Students not meeting a course prerequisite must have instructor permission to enroll.

For Associate of Applied Science Degree, see Business Administration – Supervision located on page 70 of this catalog.

Certificate

	Cr.
MAN 104 Personal Time Management	1
MAN 105 Contemporary Business Ethics	3
MAN 106 Action Planning	1
MAN 107 Team Building	1
MAN 108 Personal Leadership Development	1
MAN 226 Principles of Management	3
MAN 251 Human Resource Management	3
BUS 171 Coop. Work Experience I/Internship I	3
CIS 112 Introduction to Windows: 98	1
CST 115 Introduction to Customer Service	3
	<u>20</u>

Supervision Electives

Choose 9 hours from the following courses:

BUS 172 Coop. Work Experience II/Internship II	3
BUS 271 Advanced Coop. Work Experience I/Internship I	3
PSY 115 Psychology of Adjustment	3
SAF 131 Introduction to Industrial and Environmental Safety	3
SPE 125 Interpersonal Communications	3
SSE 100 Introduction to Human Services	3
	<u>9</u>

Total Credit Hours **29**

Theatre

Recommended basic skills standards are

- ENG 100
- MAT 036
- REA 090
- STS 060

Along with music and dance, drama is one of the oldest forms of human expression. As Aristotle stated: "Imitation is natural to man;" so mankind, by means of creating staged productions, has expressed this desire to mirror the actions of others. Theatre courses introduce students to the theatre as an art form and provide basic training in acting and production activities.

Students may complete deficiencies concurrently with the beginning courses in the program. Students not meeting a course prerequisite must have instructor permission to enroll.

Associate of Arts Degree

Recommended Track **Cr.**

Minimum Requirements

I. English/Speech

ENG 121 English Composition I	3
ENG 122 English Composition II	3
SPE 115 Principles of Speech Communication	3
	<u>9</u>

II. Computer Communication

CSC 105 Computer Literacy (or CSC 116 or CSC 160)	3
	<u>3</u>

Suggested to Fulfill This Track

III. Mathematics and Science

MAT 135 Introduction to Statistics (or MAT 121)	3
AST 101 Astronomy I (or BIO 111)	4
AST 102 Astronomy II (or BIO 112)	4
	<u>11</u>

IV. Social and Behavioral Sciences*

Choose 9 hours from the following courses:

ANT 101 Cultural Anthropology	3
HIS 101 Western Civilization I	3
or	
HIS 102 Western Civilization II	(3)
HIS 201 U.S. History I	3
or	
HIS 202 U.S. History II	(3)
PSY 101 General Psychology I	3
or	
PSY 102 General Psychology II	(3)
	<u>9</u>

V. Humanities*

MUS 120 Music Appreciation	3
THE 211 Development of Theatre I	3
THE 212 Development of Theatre II	3
	<u>9</u>

VI. Communication Studies or Fine Arts

ART 121 Drawing I	3
	<u>3</u>

VII. Recommended Electives

Choose 16 hours from the following courses:

DAN	111-113	Modern Dance I-III	1 ea.
DAN	121-123	Jazz Dance I-III	1 ea.
DAN	131-133	Ballet I-III	1 ea.
HUM	121-123	Survey of Humanities I-III	3 ea.
LIT	121	Survey of Mythology	3
THE	111, 112, 241, 242	Acting I-IV	3 ea.
MUS	121-122	Music History I-II	3 ea.
THE	121	Set Design: Film and Theatre	3
THE	131, 132, 231, 232	Theatre Production I-IV	2 ea.
THE	135	Theatre Makeup	1-2
THE	116	Technical Theatre	3
THE	211	Theatre Lighting	3
			<u>16</u>
			60

Total Credit Hours

*See AA degree for sequence requirements

Upholstery

NOTE: This program is offered at Little Rock AFB only.

Recommended basic skills standards are

- ENG 030
- MAT 036
- REA 090
- STS 060

The three options in this program allow students to receive instruction in auto upholstery techniques, household upholstery techniques, or a combination of these two. Students completing the auto option may find employment in upholstering auto seats and trim as well as truck, boat, or camper seats and trim. Students completing the household option may find employment in upholstering household furniture.

Students may complete deficiencies concurrently with the beginning courses in the program. Students must arrange with advisors to remedy deficiencies in program requirements. Students are required to have their own small hand tools and are expected to furnish their own projects and all materials for these projects.

Certificate

Auto Option

UPH	100	Basic Upholstery Techniques	Cr.	3
UPH	101	Auto Upholstery I		3
UPH	102	Auto Upholstery II		3
UPH	103	Auto Upholstery III		<u>3</u>
			Total Credit Hours	12

Household Option

UPH	100	Basic Upholstery Techniques	Cr.	3
UPH	104	Furniture Upholstery I		3
UPH	105	Furniture Upholstery II		3
UPH	106	Furniture Upholstery III		3
UPH	107	Advanced Upholstery Techniques I		3
UPH	108	Advanced Upholstery Techniques II		<u>3</u>
			Total Credit Hours	18

Combination Auto and Household Option

UPH	100	Basic Upholstery Techniques	Cr.	3
UPH	101	Auto Upholstery I		3
UPH	102	Auto Upholstery II		3
UPH	103	Auto Upholstery III		3
UPH	104	Furniture Upholstery I		3
UPH	105	Furniture Upholstery II		3
UPH	106	Furniture Upholstery III		3
UPH	107	Advanced Upholstery Techniques I		3
UPH	108	Advanced Upholstery Techniques II		<u>3</u>
			Total Credit Hours	27

Visual Communications

Recommended basic skills standards are

- ENG 060
- MAT 036
- REA 090
- STS 060

This program prepares the students for entry-level work in some of the following creative and exciting career areas: graphic design, special effects, photo enhancement, digital illustration, web design, animation, and production layout. The program provides substantial emphasis in one of four communication options: Electronic Image, Design, Illustration, and Multimedia. Skill development is refined in each of these specialties. Students receive a blend of knowledge in color, design, computer software, typography, and drawing.

Maximizing student success in the Visual Communications program is the department goal. The program faculty recommend the following desirable skill and knowledge foundations be developed to enhance student success:

- developed college-level study skills
- working knowledge of algebraic principles and basic measurement
- college-level reading, writing, comprehension and study skills
- working knowledge and application of college-level English
- demonstrated time management skills
- keyboarding, mouse and computer experience (will be taught in VIC 101)

Cr. Students desiring individualized program planning suggestions are encouraged to call for program advising. Students may complete deficiencies concurrently with the beginning courses in the program. Students must arrange with advisors to remedy deficiencies in program requirements. Please call Rob Olson (Design Option) at (719) 540-7367 or Jenna Shearn (Multimedia Option) at (719) 540-7387.

Detailed descriptions of each program course can be accessed under the VIC prefix listing, at the back of this catalog.

Associate of Applied Science Degree

Courses Required for All Options			Cr.
VIC	101	Introduction to Electronic Publishing	4
VIC	102	Typography History and Design	2
VIC	103	Introduction to Visual Communication	2
VIC	201	Design to Publish	2
VIC	202	School to Work	<u>2</u>
			12

General Education Courses

ECO 106	Consumer Economics	
MAT 156	Problem Solving College Math	
SPE 225	Organizational Communication	
JOU 121	Introduction to Print Media Photography	
	or	
ART 150	Fundamentals of Photography	

Design Options

Design Option

First Year

VIC 101	Introduction to Electronic Publishing	4
VIC 102	Typography History and Design	2
VIC 103	Introduction to Visual Communications	2
VIC 108	Design Tools and Techniques	4
VIC 110	Layout and Typography	4
VIC 130	Design and Color	4
	General Education Courses (see list)	8
	Approved VIC Design Electives (see list)	8
		<u>36</u>

Second Year

VIC 107	Electronic Image	4
VIC 201	Design to Publish	2
VIC 202	School to Work	2
VIC 203	Design Protocol and Ethics	2
VIC 208	Design and Color II	4
VIC 210	Advertising and Corporate Design	4
VIC 218	Point of Purchase and Package Design	4
VIC 245	Visual Communication Exit Portfolio & Career Development	1
	General Education Courses (see list)	7
	Approved VIC Design Electives (see list)	9
		<u>39</u>

Total Credit Hours

Cr. Illustration Option

First Year

VIC 101	Introduction to Electronic Publishing	4
VIC 102	Typography History and Design	2
VIC 103	Introduction to Visual Communications	2
VIC 108	Design Tools and Techniques	4
VIC 130	Design and Color	4
VIC 131	Drawing Skills I	4
VIC 132	Drawing Skills II	4
	General Education Courses (see list)	8
	Approved VIC Design Electives (see list)	4
		<u>36</u>

Second Year

VIC 107	Electronic Image	4
VIC 201	Design to Publish	2
VIC 202	School to Work	2
VIC 203	Design Protocol and Ethics	2
VIC 208	Design and Color II	4
VIC 209	Painting for Illustrators	4
VIC 226	Rendering and Illustration	4
VIC 245	Visual Communication Exit Portfolio & Career Development	1
	General Education Courses (see list)	7
	Approved VIC Design Electives (see list)	9
		<u>39</u>

Total Credit Hours

75

Approved VIC Design Electives

Any VIC course not required in the selected option may be used as long as the prerequisites are met. Please see advisor for guidance on selection of electives.

VIC 131	Drawing Skills	4
VIC 141	Photoshop I	4
VIC 205	Electronic Studio	4
VIC 210	Advertising and Corporate Design	4

Multimedia Option

Recommended Program Sequence

General Education Courses

ART 150	Fundamentals of Photography	3
MAT 156	Problem Solving in College Math	4
JOU 102	Introduction to Editing	3
ECO 106	Consumer Economics	3
SPE 225	Organizational Communication	3
	Guided Electives	2
		<u>18</u>

First Year

VIC 101	Introduction to Electronic Publishing	4
VIC 102	Typography History and Design	2
VIC 103	Introduction to Visual Communication	2
VIC 109	Multimedia Presentations	3
VIC 130	Design and Color	4
VIC 141	Photoshop I	4
VIC 201	Design to Publish	2
		<u>21</u>

Second Year

VIC 202	School to Work	2
VIC 203	Design Protocol and Ethics	2
VIC 204	Digital Video Editing	4
VIC 216	Multimedia Authoring I	4
VIC 217	Multimedia Authoring II	4
VIC 225	Multimedia for the Internet	4
VIC 227	Multimedia: Expanded Applications	4
VIC 245	Visual Communication Exit Portfolio & Career Development	1
VIC 271	Multimedia Production/Work Experience	2
DRT 201	Computer Animation	3
		<u>30</u>

Total Credit Hours

69

Welding

Recommended basic skills standards are

- ENG 060
- MAT 036
- REA 090
- STS 060

NOTE: This program is offered on an open-entry basis.

Training in welding is offered to those who wish to learn basic welding skills or to upgrade their knowledge in welding. All welding classes are offered on an open-entry, open-exit self-paced basis. Classes use course outlines, books, videos, and instructor-assisted instruction with practical hands-on training. Various types and thicknesses of material are welded in all positions with different welding processes. Courses in ornamental ironwork are also available. Three certificate options are available in pipe welding, structural welding, and combination pipe, structural, and advanced processes. The degree program provides students with additional competencies in welding which will enhance their upward mobility.

Students are required to purchase a welding helmet, leather gloves, leather shoes, chipping hammer, soapstone, oxy-acetylene goggles, safety glasses, pliers and earplugs.

Students may complete deficiencies concurrently with the beginning courses in the program. Students not meeting a course prerequisite must have instructor permission to enroll.

Associate of Applied Science Degree

Courses Required for All Options		Cr.
WEL 101	Oxyacetylene Welding and Cutting	4
WEL 102	Introduction to Shielded Metal Arc Welding	4
WEL 103	Blueprint Reading for Welders and Fitters	4
WEL 104	Introduction to Gas Tungsten Arc Welding	4
WEL 105	Introduction to Gas Metal Arc Welding	4
WEL 106	Shielded Metal Arc Pipe Welding	4
WEL 107	Introduction to Ornamental Iron	4
WEL 200	Advanced CAD/CAM Cutting Processes	4
WEL 202	Intermediate Shielded Metal Arc Welding	4
WEL 203	Advanced Layout and Fabrication	4
WEL 204	Advanced Gas Tungsten Arc Welding	4
WEL 205	Advanced Gas Metal Arc Welding	4
WEL 206	Advanced Structural and Pipe Welding	4
MAG 215	CADCAM 2D	3
		<u>55</u>

General Education Courses

MAT 156	Problem Solving in College Mathematics	4
PSY 115	Psychology of Adjustment	3
SPE 225	Introduction to Organizational Communication	3
	Electives*	5
		<u>15</u>

Total Credit Hours **70**

*Electives must meet general education requirements. See list of approved general education courses.

Certificate

Courses Required for All Options		Cr.
WEL 101	Oxyacetylene Welding and Cutting	4
WEL 102	Introduction to Shielded Metal Arc Welding	4
WEL 103	Blueprint Reading for Welders and Fitters	4
WEL 202	Intermediate Shielded Metal Arc Welding	4
MAT 156	Problem Solving in College Mathematics	4
		<u>20</u>

Pipe Option

Courses Required for All Options		20
WEL 106	Shielded Metal Arc Pipe Welding	4
WEL 206	Advanced Structural and Pipe Welding	4
		<u>4</u>

Total Credit Hours **28**

Structural Option

Courses Required for All Options		20
WEL 104	Introduction to Gas Tungsten Arc Welding	4
WEL 105	Introduction to Gas Metal Arc Welding	4
		<u>4</u>

Total Credit Hours **28**

Combination Pipe, Structural, and Advanced Processes Option

Courses Required for All Options		20
WEL 104	Introduction to Gas Tungsten Arc Welding	4
WEL 105	Introduction to Gas Metal Arc Welding	4
WEL 106	Shielded Metal Arc Pipe Welding	4
WEL 204	Advanced Gas Tungsten Arc Welding	4
WEL 205	Advanced Gas Metal Arc Welding	4
WEL 206	Advanced Structural and Pipe Welding	4
		<u>4</u>

Total Credit Hours **44**



Book of Dreams

CCC ONLINE

CCC-Online Degree Programs

Colorado Community College Online (CCC Online) gives PPCC students the opportunity to complete full degrees or just a few classes on line. All classes meet the same state-approved course objectives as on-campus sections, and they are recorded as regular PPCC classes on student transcripts. New students can apply for admission to the college on line or on campus; once admitted to PPCC, students can register for classes on line, on the telephone, or on campus. Tuition is \$115 per credit hour for both in-state and out-of-state residency. Listed below are the degrees and certificates that are currently available or will be available by Fall 2000. Please go to the web site (www.cconline.org) for course descriptions and more information.

Associate of Arts Degree

To earn the associate of arts degree, students must complete the following course requirements for a total of 60 semester credits.

I. English/Speech

(9 semester credits required)
ENG 121, ENG 122, SPE 115

II. Mathematics

(3 semester credits required)
Choose from MAT 121, MAT 125, MAT 135, MAT 201, MAT 202

III. Science

(4 semester credits required)
Choose from BIO 105, BIO 111, BIO 112, CHE 101, CHE 102, CHE 111, CHE 112, PHY 105, PHY 111, PHY 112, PHY 211, PHY 212, GEY 111, GEY 121, AST 101, AST 102

IV. Social and Behavioral Sciences

(Choose 9 semester credits from two different disciplines)
Choose from ANT 101, ANT 111, ECO 201, ECO 202, GEO 105, HIS 101, HIS 102, HIS 201, HIS 202, POS 105, POS 111, PSY 101, PSY 102, SOC 101, SOC 102

V. Humanities

(Choose 9 semester credits from two different disciplines)
Choose from ART 110, ART 111, ART 112, HUM 121, HUM 122, HUM 123, LIT 115, LIT 201, LIT 202, MUS 120, MUS 121, MUS 122, THE 105, THE 211, THE 212, PHI 111, PHI 112, PHI 113,

Foreign Language courses numbered 111, 112, 211, 212.

VI. Electives

Choose from all categories on the approved elective course list.

Public Administration Emphasis

Associate of Arts Degree

To earn the Associate of Arts Public Administration Emphasis degree, students must complete the following course requirements for a total of 60 semester credits.

I. English/Speech

Nine (9) semester credits required.
ENG 121, ENG 122, SPE 115

II. Mathematics

Three (3) semester credits required.
MAT 121

III. Science

Four (4) semester credits required.
AST 101, AST 102, BIO 105, BIO 111, BIO 112, CHE 101, CHE 111, CHE 112, PHY 105, PHY 111, PHY 112, PHY 211, PHY 212, GEY 111, GEY 121

IV. Social and Behavioral Sciences

Nine (9) semester credits from two disciplines.
POS 105, POS 111, SOC 101

V. Humanities

Nine (9) semester credits from two disciplines.
PHI 112 Ethics
Choose two (2) additional courses from ART 110, ART 111, ART 112, HUM 121, HUM 122, HUM 123, LIT 115, LIT 201, LIT 202, MUS 120, MUS 121, MUS 122, THE 105, THE 211, THE 212, PHI 111, PHI 113, *FOL 111, FOL 112, FOL 211, FOL 212.

Public Administration Courses

ACC 121	Principles of Accounting I	4
BUS 158	Human Resource Management	3
CIS 118	Introduction to Microcomputer Applications	3
MAN 226	Principles of Management	3
POS 121	Introduction to Public Administration	3
POS 125	State and Local Government	3
POS 211	Introduction to Public Finance	3
POS 215	Current Political Issues in Government	3
POS 221	Community Development and Planning	3
		<u>28</u>

Total Credit Hours

62

Accounting*

Associate of Applied Science Degree

*Starting Fall 2000

General Education Requirements

ENG 121	English Composition I	3
MAT 121	College Algebra	4
	or	
MAT 124	Finite Math	(3)
CIS 118	Introduction to Microcomputer Applications	3
ECO 201	Macroeconomics	3

General Studies Elective

Choose from Speech, Physical and Biological Sciences, Social Sciences, Humanities 3
15-16

Major Course Requirements

ACC 121	Principles of Accounting I	4
ACC 122	Principles of Accounting II	4
ACC 131	Income Tax I	3
ACC 211	Intermediate Financial Accounting I	4
ACC 215	Accounting Information Systems and Business	3
ACC 226	Cost Accounting I	3
BUS 115	Introduction to Business	3
BUS 217	Business Communications and Report Writing	3
BUS 221	Legal Environment of Business	3
CIS 150	Introduction to Spreadsheets	3
MAN 226	Principles of Management	3
		<u>36</u>

Elective Course Requirements

Choose 12 credit hours	
ACC 110 Business Mathematics	3
ACC 115 Payroll Accounting	2
ACC 212 Intermediate Financial Accounting II	4
ACC 216 Governmental and Not-for-profit Accounting	3
ACC 227 Cost Accounting II	3
ACC 132 Income Tax II	3
BUS 226 Business Statistics	3
MAR 226 Principles of Marketing	3
	<u>3</u>
	12

Total Credit Hours **63-64**

Business

Associate of Applied Science Degree

General Education Requirements

ECO 201 Principles of Microeconomics	3
ECO 202 Principles of Macroeconomics	3
ENG 121 English Composition I	3
ENG 122 English Composition II	3
MAT 121 College Algebra	4
SPE 115 Principles of Speech Communication	3
	<u>3</u>
	19

Major Course Requirements

ACC 121 Principles of Accounting I	4
ACC 122 Principles of Accounting II	4
BUS 115 Introduction to Business	3
BUS 158 Human Resource Management	3
BUS 216 Legal Environment of Business	3
BUS 217 Business Communication and Report Writing	3
BUS 226 Business Statistics	3
MAN 216 Small Business Management	3
MAN 226 Principles of Management	3
MAR 111 Principles of Sales	3
MAR 216 Principles of Marketing	3
	<u>3</u>
	35

Information Technology Requirements

CIS 115 Introduction to Computer Information Systems	3
CIS 118 Introduction to PC Applications	3
CIS 155 Introduction to PC Spreadsheet: Excel	3
	<u>9</u>

Total Credit Hours **63**

Communication Technology*

Associate of Applied Science Degree

*Proposed Degree Program - Starting Fall 2000

General Education Requirements

CIS 115 Introduction to Computer Information Systems	3
CIS 200 Local Area Network Concepts	3
ENG 121 English Composition I	3
or	
ENG 131 Technical Writing I	(3)
MAT 121 College Algebra	4
or	
MAT 201 Calculus I	(5)
BUS 115 Introduction to Business	3
or	
MAN 226 Principles of Management	(3)
or	
MAR 216 Principles of Marketing	(3)
SPE 115 Principles of Speech Communication	3
	<u>3</u>
	19-20

Major Core Requirements

CTC 150 Data Communications	4
CTC 170 Voice Communications	4
CTC 215 Communication Transmission Systems	3
CTC 220 Regulations and Standards	3
	<u>3</u>
	14

Elective Course Requirements

Choose 6 credit hours	
ACC 121 Principles of Accounting I	4
BUS 115 Introduction to Business	3
ECO 201 Principles of Macroeconomics	3
ECO 202 Principles of Microeconomics	3
MAR 111 Principles of Sales	3
MAR 216 Principles of Marketing	3
MAN 226 Principles of Management	3
	<u>3</u>
	6

Network Technician Option

CIS 202 Network Cabling	2
CTC 160 Cable Communications	4
CTC 175 Telecommunications Construction and OSHA Safety	3
CTC 190 Emerging Technologies	2
CTC 255 Telecommunications Installation and Repair	3
CTC 265 Telecommunications Splicing and Repair	3
ELT 110 Circuit Fundamentals I	5
	<u>5</u>
	22

Total Credit Hours for Network Technician Option **61-62**

Central Office Technician Option

If selecting the Central Office Technician Option, you will need to complete a minimum of 22 general credits.

CIS 202 Network Cabling	2
CTC 160 Cable Communications	4
ELT 110 Circuit Fundamentals I	5
ELT 111 Circuit Fundamentals II	5
ELT 150 Transistors	5
	<u>5</u>
	21

Total Credit Hours for Central Office Technician Option **60-61**

Computer Networking*

Associate of Applied Science Degree

*Starting Fall 2000

General Education Requirements

ENG 121	English Composition I	3
	or	
ENG 122	English Composition II	(3)
	or	
ENG 131	Technical Writing I	(3)
SPE 115	Principles of Speech Communication	3
MAT 105	Intermediate Algebra	4
	or	
MAT 121	College Algebra	(4)
ECO 201	Principles of Macroeconomics	3
CIS 118	Introduction to Microcomputer Applications	3
		<u>3</u>
		16

Major Core Requirements

CIS 115	Introduction to Computers	3
CIS 276	System Analysis and Design	3
CNT 115	Introduction to Computer Networking	2
CNT 120	Local Area Networks and Internetworking	3
CNT 155	Wide Area Networks	3
CNT 201	Network Architectures and TCP/IP	3
CNT 230	Network Design and Installation	<u>2</u>
		19

Elective Course Requirements

Choose 27 credit hours

ACC 121	Principles of Accounting I	4
BUS 115	Introduction to Business	3
BUS 216	Legal Environment of Business	3
BUS 217	Business Communication and Report Writing	3
CIS 145	Database Concepts	3
CIS 175	UNIX	3
CIS 206	A+ Cisco	3
CNT 150	MCP Test Preparation	3
CNT 151	CNA Test Preparation	3
CNT 270	MCSE Test Preparation	3
CNT 272	CNE Test Preparation	3
CWB 131	Introduction to Web Authoring Tools - HTML	3
CWB 134	Web Page Design and Layout - Front Page	3
CWB 175	Introduction to Webmaster	3
CWB 176	Mastering the Web	3
CWB 275	Web/Database Application Database	3
CWB 276	Data Warehousing and Parallel Processing	3
CWB 277	Decision Support and Expert Systems	3
ENG 131	Technical Writing (if not used as general Education requirement above)	<u>3</u>
		27

Total Credit Hours

62



COMMUNITY
COLLEGE

Book of Dreams

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COURSE DESCRIPTIONS

Course Descriptions

Courses offered by the college are listed on the following pages along with brief descriptions. These courses are not necessarily intended for use in one particular program and may be used in both degree and certificate programs. The college reserves the right at any time to modify content of courses, to substitute courses in any program, or to waive course prerequisites. Students are encouraged to contact the instructional divisions to request special course offerings.

Core Curriculum

The Colorado Core Curriculum is a package of courses which will transfer to all public colleges and universities in Colorado (except School of Mines). The core package is part of our associate of arts and associate of science degrees. When transferred as a package, core courses will satisfy the lower division general education requirements for bachelor of arts and bachelor of sciences degrees provided they are completed with a grade of "C" or better. Courses which are part of the core curriculum are identified with a (q) in this section of the catalog.

Course Numbering System

Each course has a letter and a numeral code. The letters are an abbreviation for the subject. For instance, MAT indicates a mathematics course and ENG an English course.

Courses numbered 100-199 are usually considered freshman level. Sophomore courses are generally numbered between 200 and 299. There are some exceptions to this rule. Courses numbered ENG 100 through ENG 105 and MAT 100 through MAT 105 are developmental and are not applicable to an AA, AS, or AGS degree.

Developmental Courses

Developmental courses are numbered from 001 to 100. These are courses which teach basic skills often required to complete other college work. Students may be referred to these courses if their placement test scores do not meet college minimum standards. Though developmental courses may be required to enter a program or enroll in other courses, they do not count toward a degree or certificate.

Independent Study

These courses are available in all disciplines under the 290 series (291 for 1 credit, 292 for 2 credits, etc.). Developmental courses are 091 for 1 credit, etc. These courses allow students to develop specialized course goals and to conduct an independent investigation of a problem. One credit hour is awarded for each two hours of contracted special study per week per semester.

We expect at least two hours per week of additional outside study for each credit awarded over and above the contracted study. Enrollment requires approval of division director and chief instructional officer.

The college also offers regularly cataloged courses through prepared independent study packages. Course materials developed by faculty are available for a limited number of courses. Students are required to work with an assigned faculty member throughout the term and complete requirements according to a specific course calendar. For a list of courses available through independent study or for specific course requirements contact the Division of Prior Learning Services, B-301.

Off Campus Courses

Courses that originate at PPCC campuses and include travel to off-campus locations are considered by the institution to be resident courses.

Selected Topics

These courses are available in all disciplines under the 280 series (281 for 1 credit, 282 for 2 credits, etc.). Developmental courses are 081 for 1 credit, etc. These courses meet temporary or special requirements for offerings not in the curriculum and explore the viability of adding the proposed course to the curriculum.

Work Experience Courses

These courses are designed to improve employability and to expand the laboratory or shop capabilities of the institution through the use of community-based facilities. All work (field) experience courses include the following:

- an instructor credentialed in the program area to supervise the off-campus instruction
- activities designed by the instructor
- student attendance at a minimum of one class session per week with the instructor
- a training plan which includes assignments required for completion of the course
- grading according to the established college grading policy.
- the same types of assignments and preparation as for on-campus courses

State-wide Common Course Descriptors

Beginning with the 1991-92 academic year, Pikes Peak Community College adopted the Colorado Community College and Occupational Education System's common course descriptors for AA and AS transferable courses. These courses were grouped and commonly described by state-wide faculty discipline committees and are updated annually. Course content has not changed significantly; however, many course IDs, titles, and descriptions have changed.

Accounting

ACC 110 Business Records

3 Credit Hours • 45 Contact Hours (Lecture)

Basic bookkeeping with emphasis on small business records, handling cash, checking, receivables, payables, sales, and payroll.

ACC 121 Principles of Accounting I

4 Credit Hours • 60 Contact Hours (Lecture)

Introduces the study of accounting principles to give the student an understanding of the theory and logic that underlie procedures and practices. Major topics include: the accounting cycle for service and merchandising companies, special journals and subsidiary ledgers; internal control principles and practices; notes and interest; inventory systems and costing; plant asset and intangible asset accounting; depreciations methods and practices. It is recommended students complete BUS 105 before enrolling in ACC 121.

ACC 122 Principles of Accounting II

4 Credit Hours • 60 Contact Hours (Lecture)

Prerequisite: ACC 121 or faculty consent

This course continues the study of accounting principles as they apply to partnerships and corporations. Major topics include, stocks and bonds; investments, cash flow statements; financial analysis, budgeting; and cost and managerial accounting.

ACC 138 Payroll Accounting

2 Credit Hours • 30 Contact Hours (Lecture)

Prerequisite: ACC 110 or ACC 121, or faculty consent

Special Grading: S/U only

This course acquaints the student with payroll systems, record keeping rules for payroll, and the preparation of the required federal and state forms for reporting payroll taxes.

ACC 150 Introduction to PC Spreadsheet: Excel

1 Credit Hour • 15 Contact Hours (Lecture)

This course introduces the student to concepts and applications of an electronic spreadsheet. Topics include calculations, built-in functions, spreadsheet design, and an introduction to graphics.

ACC 151 Intermediate PC Spreadsheet: Excel

1 Credit Hour • 15 Contact Hours (Lecture)

Prerequisite: ACC 150 or faculty consent

This course continues to build on electronic spreadsheet skills.

ACC 152 Advanced Electronic Spreadsheet: Excel

1 Credit Hour • 15 Contact Hours (Lecture)

Prerequisite: ACC 151 or faculty consent

This course continues to build on electronic spreadsheet skills.

ACC 205 Computerized Accounting

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: ACC 110 or 121, and CIS 115 or 118, or faculty consent

Special Grading: S/U only

This course offers background for using a commercial computerized accounting system. General ledger, A/R, A/P, depreciation, and payroll using the microcomputer.

ACC 211 Intermediate Accounting I

4 Credit Hours • 60 Contact Hours (Lecture)

Prerequisite: ACC 122 or faculty consent

This course is a study of the conceptual framework of financial accounting and advanced theory and practice applicable to the following major topics: time and value of money, current assets, current liabilities, and operation assets.

ACC 212 Intermediate Accounting II

4 Credit Hours • 60 Contact Hours (Lecture)

Prerequisite: ACC 211 or faculty consent

This course continues from ACC 211 to include financial reporting of liabilities and investments; stockholder equity and special topics.

ACC 222 Federal Income Tax

4 Credit Hours • 60 Contact Hours (Lecture)

Prerequisite: ACC 121 or faculty consent

This course presents rules and regulations of the Federal Income Tax Law for both individual and business returns and the responsibilities of businesses to maintain records for income tax reporting.

ACC 225 Accounting for Governmental and Nonprofit Organizations

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: ACC 121 or faculty consent

This course studies concepts of budgetary control as a matter of law and public administration theory and accounting principles and procedures necessary to implement budgetary controls for governmental units and other nonprofit institutions and organizations.

ACC 226 Cost Accounting

4 Credit Hours • 60 Contact Hours (Lecture)

Prerequisite: ACC 122 or faculty consent

A study of the cost accumulation methods and reports. The concepts and procedures of job order, process, standard and direct cost system; budgeting; planning and control of costs are included. Also includes computer applications.

American Sign Language

ASL 100 Introduction to American Sign Language

5 Credit Hours • 75 Contact Hours (Lecture)

This course will expose the student to American Sign Language. Readiness activities will be conducted focusing on visual/receptive skills and basic communication. The direct experience method, using ASL, is used to enhance the learning process. This course is a prerequisite for ASL 111.

ASL 111 American Sign Language I

5 Credit Hours • 75 Contact Hours (Lecture)

Prerequisite: ASL 100, equivalent skill as determined by test, or faculty consent.

This course offers the student an opportunity to develop a basic syntactic knowledge of American Sign Language (ASL), basic vocabulary, and basic conversational skills. Vital aspects of Deaf culture and community will be incorporated. The direct experience method, using ASL, will be used to enhance the learning process. Students must successfully complete this course prior to being accepted into the Interpreter Preparation Program.

ASL 112 American Sign Language II

5 Credit Hours • 75 Contact Hours (Lecture)

Prerequisite: ASL 111 with a grade of B or better

This is the third in a sequence of 5 ASL courses. This course provides the student an opportunity to develop a stronger grasp of American Sign Language (ASL) as well as the cultural features of the language. ASL vocabulary is also increased. The direct experience method (ASL only) is used to further enhance the learning process. This course continues from ASL 111 with more emphasis on expressive skills in signing.

ASL 147 Survey of Deaf Culture

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: IPP 144

This course is a survey of factors that contribute to defining Deaf persons as members of a cultural minority. This course will look at the impact of language on the culture as well as the role of norms, values, traditions, and minority groups within Deaf culture. Attention will also be given to identity and membership in Deaf culture.

ASL 211 American Sign Language III

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: ASL 112

This course continues from ASL 112 and provides a further study of American Sign Language (ASL) and its grammar, syntax and cultural features to develop competency and fluency in the language. Variations in ASL will be addressed.

ASL 212 American Sign Language IV

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: ASL 211

This course continues from ASL 211 focusing on assimilation of previously acquired skills and knowledge and increased proficiency in understanding and using American Sign Language (ASL). Debates in ASL will be addressed.

ASL 214 American Sign Language Literature

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: ASL 211

This course continues from ASL 211. It provides students with an opportunity to learn additional ASL vocabulary and usage while recognizing the impact of Deaf Culture on emerging ASL literature.

Anthropology

ANT 101 Cultural Anthropology

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: REA 115, ENG 100

Studies human cultural patterns and learned behavior. Includes linguistics, social and political organization, religion, culture and personality, culture change, and applied anthropology. Cultural Anthropology deals with issues of cultural diversity, pluralism, and relativism as a component of multi-cultural studies.

ANT 105 Millennium Studies

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: REA 115, ENG 121 or concurrent

This cross-disciplinary course will allow students to utilize their skills from three different disciplines in studying a subject of vital interest, 21st Century. It will serve as a cross-disciplinary elective.

ANT 107 Introduction to Archaeology

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: REA 115, ENG 100

This course focuses upon the science of recovering the human prehistoric and historic past through the excavation, analysis, and interpretation of material remains. Also included are a survey of the archaeology and prehistory of several areas of the world, the work of archaeologists, and discussions of major theories and excavations.

ANT 111 Physical Anthropology

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: REA 115, ENG 100

Studies human biology and its effects on behavior. Includes principles of genetics and evolution, vertebrates and primates, human origins, human variation, and ecology.

ANT 201 Anthropology for Business

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: REA 115, ENG 100

As Americans conduct more business in the “borderless world” as it is described by Kenichi Ohmae, awareness of cultural differences becomes increasingly important. In this course, students will explore the relationship of foreign culture and international business. They will learn how cultural subsystems and institutions impact business operations in specific areas of the world.

ANT 211 Cultural Resource Management

3 Credit Hours • 45 Contact Hours (15 Lecture/30 Field Instruction)

Prerequisite: REA 115, ENG 100

This course serves as an introduction to the field of cultural resource management in the federal government. The student will explore the history, purpose, and goals of historic preservation through a review of the culture, history, and archeological resources of central and southern Colorado.

ANT 215 Indians of North America

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: REA 115, ENG 100

The study of Indians of North America from pre-European contact times to the present, covering archaeology and languages, religions, technologies, and other cultural developments, and major influences on the cultures by European peoples.

ANT 221 Anthropology of Religion

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: REA 115, ENG 100

This course provides a definition of religion in terms of cultural functions which is illustrated cross-culturally. Religions emphasized will vary with semesters and instructors.

ANT 250 What is Normal?

1 Credit Hours • 15 Contact Hours (Lecture)

Prerequisite: REA 115, ENG 100

This course provides a cross disciplinary approach to what different societies have considered normal behavior, mental health, and mental illness. From the perspectives of anthropology, literature, and psychology, the course will compare readings and interpretations of “normal” and “abnormal” behavior from the perspective of viewers and writers both inside and outside various cultures. Students will receive credit for either ANT 250, LIT 250, or PSY 250.

ANT 251 The Study of Folklore

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: REA 115, ENG 100

This survey course introduces students to the field of folklore in general and more specifically to the folklore of Colorado and the Southwest. Lecture/discussions and readings will focus on the genres and groups studied by folklorists, various theoretical perspectives that enrich our understanding of human expressive behavior, and the methods folklorists employ to collect and analyze data. Students will be required to do a folklore collecting project, the subject of the project to be determined in consultation with the instructor.

ANT 266 Ethnographic Field Study:

1-3 Credit Hours • 22.5-67.5 Contact Hours (Lecture/Lab)

Prerequisite: REA 115, ENG 100, ANT 101 or faculty consent

This course provides a week-long interdisciplinary field study in cross-cultural comparative research. Students are required to design and conduct ethnographic research on site. The course emphasizes general concepts of culture and the associated environment. Student research requires visits to both ancient and present cultures and assimilated subcultures within them. To illustrate the evolutionary development of these cultures, the student will explore archaeological sites. May be repeated under a different subtitle for a maximum of 9 credits.

Architecture

ARC 101 Architectural Drawing I

5 Credit Hours • 150 Contact Hours (Lab)

Representations in architectural drafting: projection, sectioning, pictorial drawing, and architectural representations. Students must take ARC 104 before or at the same time as ARC 101.

ARC 102 Architectural Drawing II

5 Credit Hours • 150 Contact Hours (Lab)

Prerequisite: ARC 101 and 104.

Residential planning, wood frame construction, elements of working drawings, freehand sketching, building code requirements, detailing, and structural framing.

ARC 104 Architectural Drawing Theory

4 Credit Hours • 60 Contact Hours (Lecture)

Print reading, construction assemblies, and isometric, orthographic, and oblique sketching.

ARC 105 Architectural Building Materials I

2 Credit Hours • 30 Contact Hours (Lecture)

Building assemblies, soils, foundations, concrete, concrete forming, wood, plywood, and masonry.

ARC 108 Architectural CAD 1

3 Credit Hours • 60 Contact Hours (30 Lecture/30 Lab)

Prerequisite: Faculty consent required.

Introductory course in the use of Computer Aided Drafting (CAD) with emphasis on architectural drawing. The latest version of AutoCAD software is used on DOS based computers.

ARC 111 Architectural Technology Theory

2 Credit Hours • 30 Contact Hours (Lecture)

Architectural design, the architectural profession, and the building trades. History, ethics, and responsibilities of the technician as well as the technician's relationship to the architect and builder are components.

ARC 114 Building Service Systems I

2 Credit Hours • 30 Contact Hours (Lecture)

This course covers materials and equipment used in the plumbing and electrical service systems of buildings. Electrical plan layout is also covered. This course is NOT a comprehensive design course.

ARC 117 Presentation Drawings and Models

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: ARC 101, ARC 151 or faculty consent.

This course covers freehand and instrument rendering techniques with pencil and water color for good presentation drawings. Color theory and construction of scale models of buildings and terrain are also covered.

ARC 151 Architectural Drafting I

3 Credit Hours • 90 Contact Hours (Lab)

Corequisite: ARC 104.

Architectural drawing including lettering, architectural scales, orthographic projection, pictorial drawings, and building details. Students must take ARC 104 before or at the same time as ARC 151.

ARC 152 Architectural Drafting II

2 Credit Hours • 60 Contact Hours (Lab)

Prerequisite: ARC 151 or faculty consent.

This course covers basic drafting principles including perspectives, floor plans, wall sections, and foundation plans.

ARC 153 Architectural Drafting III

3 Credit Hours • 90 Contact Hours (Lab)

Prerequisite: ARC 152 or faculty consent.

Continuation of ARC 152. Roof framing plans, building sections, elevations, and fireplace sections.

ARC 154 Architectural Drafting IV

2 Credit Hours • 60 Contact Hours (Lab)

Prerequisite: ARC 153 or faculty consent.

Continuation of ARC 153. Building details, drawing schedules, building site plan, and stair construction.

ARC 201 Architectural Drawing III

5 Credit Hours • 150 Contact Hours (Lab)

Prerequisite: Sophomore standing in program or faculty consent.

Advanced working drawings for custom heavy timber frame buildings. Typical details, connections, framing, related building materials and components, and other problems unique to this frame type.

ARC 202 Architectural Drawing IV

5 Credit Hours • 150 Contact Hours (Lab)

Prerequisite: Sophomore standing in program or faculty consent.

Advanced working drawings for a variety of non-residential construction. Related materials and components, detailing, connections, and framing. Advanced drawing systems.

ARC 207 Level and Transit

3 Credit Hours • 67.5 Contact Hours (Vocational Lab)

Prerequisite: Sophomore standing in program or faculty consent.

Use and care of a transit and level as used in the building industry.

ARC 208 Architectural Building Materials II

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: Sophomore standing in program or faculty consent.

Roofing materials, insulation, moisture protection, sound control, door and window assemblies, and light commercial and heavy construction materials and methods. New materials and building components with applications.

ARC 211 Building Service Systems II

2 Credit Hours • 30 Contact Hours (Lecture)

Prerequisite: Sophomore standing in program or faculty consent.

Continuation of ARC 114. Additional aspects of heating, cooling, ventilating, fire protection, and conveying systems.

ARC 222 Estimating and Print Reading

5 Credit Hours • 75 Contact Hours (Lecture)

Prerequisite: Sophomore standing in program or faculty consent.

Current methods of estimating cost of materials and labor for both residential and commercial construction. Print reading, specifications, and quantity takeoffs are an integral part.

ARC 223 Introduction to Building Codes

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: Sophomore standing in program or faculty consent.

Legal requirements imposed on construction by building codes specifically required by the Uniform Building Code and local modifications to it.

ARC 224 Construction Contracts and Management

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: Sophomore standing in program or faculty consent.

Construction scheduling methods, specifications, bonds and insurance, general conditions of the construction contract, construction contracts, and construction office business methods and labor-management issues.

ARC 226 Construction Scheduling and Supervision

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: Sophomore standing in program or faculty consent.

Critical Path Method of construction scheduling, supervision, leadership, motivation, communication, problem solving, and safety.

ARC 227 Architectural Structures

5 Credit Hours • 75 Contact Hours (Lecture)

Prerequisite: MAT 152 or MAT 122, or faculty consent.

Moments of inertia, centroids, shear force and bending moment diagrams, beam and column design, combined stresses, walls, footings, and connections. Structural systems of wood, reinforced concrete, and steel. Numerous problems involving these concepts.

ARC 235 Contemporary Architectural Theory II

2 Credit Hours • 30 Contact Hours (Lecture)

Prerequisite: Sophomore standing in program or faculty consent.

Architectural movements considered the beginning of modern architecture through contemporary architectural thought. Design, site planning, technological theories, labor-management relations, negotiation, and legislation are components.

ARC 262 Architectural CAD II

3 Credit Hours • 60 Contact Hours (30 Lecture, 30 Lab)

This course continues from ARC 108. Additional topics will include 3D drawing, attributes, system variables, solid modeling, XREF, and paper space/model space.

Art

ART 105 Foundations: Art for Artisans

3 Credit Hours • 45 Contact Hours (Lecture)

This course is a requirement for all students enrolled in the AGS: Art for Artisans Program. It is an overview of all disciplines included in the program, emphasizing techniques, methods, tools, and concepts in the visual arts. The purpose is to introduce students to the various disciplines in this program, to provoke an appreciation of traditional work in each, and to encourage individual and non-traditional expression.

ART 107 Art Education Methods:

3 Credit Hours • 45 Contact Hours (Lecture)

A multi-media approach to teaching art. Emphasizes strong creative presence, philosophy, and techniques in drawing, painting, printmaking, and other media. ART or EDU credit available, but credit will be granted for only one option.

ART 110 Art Appreciation

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: REA 090, ENG 100

Introduces the visual arts including language, concepts, process, and history.

ART 111 Art History I

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: REA 090, ENG 100

Provides the knowledge base to understand the visual arts, especially as related to Western Culture. Surveys the visual arts from the Ancient through the Medieval periods.

ART 112 Art History II

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: REA 090, ENG 100

Provides the knowledge base to understand the visual arts, especially as related to Western Culture. Surveys from the Renaissance through the Modern periods.

ART 114 Folk Arts of Latin America

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: REA 090, ENG 100

A study of folk art of Latin America including a geographic, an anthropological, and an historical overview of cultures creating the art. Materials, function, and influences—including religious and European—will be emphasized.

ART 115 Stained Glass I

3 Credit Hours • 75 Contact Hours (15 Lecture, 60 Lab)

This course emphasizes basic construction techniques and includes cutting glass, soldering, leading, and instruction in design.

ART 116 Lettering

3 Credit Hours • 75 Contact Hours (15 Lecture, 60 Lab)

This course is an introduction to the manipulation of materials, tools, and styles of lettering and their uses as fine art media.

ART 121 Drawing I

3 Credit Hours • 75 Contact Hours (15 Lecture, 60 Lab)

This course is an investigation of various approaches and media designed to develop drawing skills and visual awareness.

ART 122 Drawing II

3 Credit Hours • 75 Contact Hours (15 Lecture, 60 Lab)

Prerequisite: ART 121

This course is a study of expressive drawing techniques and development of individual expressive style.

ART 123 Landscape Drawing I

3 Credit Hours • 75 Contact Hours (15 Lecture, 60 Lab)

A drawing course designed to emphasize nature, particularly landscape. Drawing outside or in view of landscape using graphite, ink, prismacolor, pastel, and washes. Students concentrate on various approaches, viewpoints, and styles and acquire expertise and interpretation in a variety of media.

ART 124 Landscape Drawing II

3 Credit Hours • 75 Contact Hours (15 Lecture, 60 Lab)

Prerequisite: ART 123

This course continues from Landscape Drawing I. Drawing outdoors or in view of landscape, both rural and inner city, using graphite, ink, washes, pencils, pastels, and watercolor. Students concentrate on various approaches, viewpoints and styles and acquire expertise in a variety of media. Each student will present finished pieces matted for critique.

ART 131 Design I

3 Credit Hours • 75 Contact Hours (15 Lecture, 60 Lab)

This course is a study of basic design elements, visual perception, form, and composition.

ART 132 Design II

3 Credit Hours • 75 Contact Hours (15 Lecture, 60 Lab)

Prerequisite: ART 131

This course covers the application of design elements and principles to both two and three dimensional problems.

ART 135 Computer Graphics I

3 Credit Hours • 75 Contact Hours (15 Lecture, 60 Lab)

This course is an introduction to the processes of generating computer design.

ART 136 Drawing Animals

3 Credit Hours • 75 Contact Hours (15 Lecture, 60 Lab)

A course designed for concentration primarily at the Cheyenne Mountain Zoo, which emphasizes bird, reptile, and mammal species. Students will use a variety of materials in order to achieve special characteristics of, for instance, fur, scales, feathers using inks, pencils, pastels, washes, watercolor.

ART 137 Drawing from the Imagination

3 Credit Hours • 75 Contact Hours (15 Lecture, 60 Lab)

This course emphasizes writing and illustration using various media including inks, pencils, paints, etc. Elements of fantasy will be accompanied by exercises designed to provoke the imagination. The generation of ideas and the invention of corresponding images along with technique and experimentation will be explored.

ART 138 Portraiture

3 Credit Hours • 75 Contact Hours (15 Lecture, 60 Lab)

Prerequisite: ART 121

Introduction to portrait drawing using various media such as pencil, charcoal, pastel, and watercolor. Head and hand structures and their individual features and composition (using art elements and principles) will be emphasized.

ART 139 Drawing on Wood

3 Credit Hours • 75 Contact Hours (15 Lecture, 60 Lab)

Drawing on wood encompassing a variety of wooden surfaces, flat and curved, with varying media used in order to achieve a variety of effects and outcomes. Primary material used will be Prismacolor pencils and inks. Students will compare different woods and prepare surfaces to accept color.

ART 141 Jewelry and Metalwork I

3 Credit Hours • 75 Contact Hours (15 Lecture, 60 Lab)

This course is an introduction to the construction of jewelry designs in metals and small casting techniques.

ART 142 Jewelry and Metalwork II

3 Credit Hours • 75 Contact Hours (15 Lecture, 60 Lab)

Prerequisite: ART 141

This course emphasizes conceptual design development, using casting and specialized techniques.

ART 143 Enameling on Metal

3 Credit Hours • 75 Contact Hours (15 Lecture, 60 Lab)

This course introduces the techniques, history, application and potentials of glass fused to metal at high heat. Individual studio projects explore the brilliance of glass and the versatility of metals in enameling. Formal critiques will accompany each project so that students will experience and profit from instructor comment and peer comment.

ART 146 Needlecraft I

3 Credit Hours • 75 Contact Hours (15 Lecture, 60 Lab)

Students will explore techniques, materials, and basic design content. They will learn basic stitches, how to choose appropriate designs, and working methods for various types of fabrics, a working knowledge of fibers and threads for fabric piecing and surface embellishment is needed. Stitchery: Students will experience techniques and materials related to basic stitchery, including embroidery and applique, and patchwork.

ART 147 Needlecraft II

3 Credit Hours • 75 Contact Hours (15 Lecture, 60 Lab)

Prerequisite: ART 146

An extension of Needlecraft I in which students hone their skills to develop designs and related projects knowledgeably, using techniques, skills, and chosen materials and their applications in exercising personal, creative expression. Advanced Stitchery: Students will apply techniques related to stitchery in completed applique, embroidered, or patchworked pieces.

ART 148 Needlecraft III

3 Credit Hours • 75 Contact Hours (15 Lecture, 60 Lab)

Prerequisite: ART 146, ART 147

An introduction to traditional and individual expression, evolving into contemporary expression. This course includes a historical, cultural perspective of this indigenous American art form. Patchwork: Students will continue advanced work in needlecraft, combining materials and techniques in original, well-designed pieces. Emphasis will be placed on exploring in depth one or more of the disciplines studied in Needlecraft I and II.

ART 149 Needlecraft IV

3 Credit Hours • 75 Contact Hours (15 Lecture, 60 Lab)

Prerequisite: ART 146, ART 147, ART 148

Students will demonstrate original, creative craftsmanship exploring techniques described in Needlecraft I, II, and III. This includes studies using mixed media, and always exhibiting expert technique and skill.

ART 150 Fundamentals of Photography

3 Credit Hours • 45 Contact Hours (Lecture)

Fundamentals of photography designed for the student who has no previous experience in photography or the beginner who has some experience and knowledge but wishes to extend it to more advanced techniques in both black and white and color photography.

A manually adjustable (f/stop and shutter speed) 35mm camera is required.

ART 151 Photography I

3 Credit Hours • 60 Contact Hours (30 Lecture, 30 Lab)

Prerequisite: ART 150 or faculty consent

This course is an introduction to black and white photography as a communication and fine art medium. It includes the understanding and skills necessary for basic camera and lab operations.

ART 153 Fiber Design I

3 Credit Hours • 75 Contact Hours (15 Lecture, 60 Lab)

The study of fiber design ranging in emphasis from dyeing, printing, and drawing on a variety of different materials. This study includes historical and cultural context along with technique. An overview of fiber design including "sampler" studies involving dyeing, printing, and drawing on fibers is offered. A variety of materials and techniques will be explored.

ART 154 Fiber Design II

3 Credit Hours • 75 Contact Hours (15 Lecture, 60 Lab)

Prerequisite: Art 153

Extended work in the process of dyeing, printing, and drawing on fibers. A variety of materials and techniques will be explored.

ART 155 Art Sampler:

1 Credit Hour • 22.5 Contact Hours (Lecture/Lab Combination)

This course is intended to offer students an opportunity to examine a certain art media in a workshop setting. May be repeated under a different subtitle for a maximum of six credit hours.

ART 156 Leathercraft

3 Credit Hours • 75 Contact Hours (15 Lecture, 60 Lab)

An introduction to the field of leatherwork, encompassing historical and cultural perspective and in-depth work exploring traditional and innovative expression. A variety of tools and materials will be used to design and fabricate leather projects.

ART 157 Basketry

3 Credit Hours • 75 Contact Hours (15 Lecture, 60 Lab)

Basic skills of working with basketry will be covered as technique is explored through a variety of materials with personal and traditional expression.

ART 158 Beading

3 Credit Hours • 75 Contact Hours (15 Lecture, 60 Lab)

Basic skills of working with beading will be covered as technique is explored through a variety of materials with personal and traditional expression.

ART 160 Enameling on Metal II

3 Credit Hours • 75 Contact Hours (15 Lecture, 60 Lab)

Continuation of Enameling on Metal I with emphasis on individual designs and advanced techniques.

ART 161 Ceramics I

3 Credit Hours • 75 Contact Hours (15 Lecture, 60 Lab)

This course is an introduction to traditional and contemporary ceramic forms and processes including handbuilding and throwing on the potter's wheel.

ART 162 Ceramics II

3 Credit Hours • 75 Contact Hours (15 Lecture, 60 Lab)

Prerequisite: ART 161

This course continues from Ceramics I with emphasis on skills, techniques, and form.

ART 163 Handbuilt Clay I

3 Credit Hours • 75 Contact Hours (15 Lecture, 60 Lab)

This course provides instruction in several methods of handbuilding and study of functional and decorative design elements.

ART 164 Handbuilt Clay II

3 Credit Hours • 75 Contact Hours (15 Lecture, 60 Lab)

Prerequisite: ART 163

This course provides continued instruction in various methods of handbuilding. Surface treatment will be emphasized.

ART 171 Woodcraft I

3 Credit Hours • 75 Contact Hours (15 Lecture, 60 Lab)

A refined look at wood and construction, moving from design and construction using a few power tools to finished, original work using many varied techniques and tools. This course involves developing basic skills and mostly hand tools. This includes an historical overview of the history and cultural uses of wood construction.

ART 172 Woodcraft II

3 Credit Hours • 75 Contact Hours (15 Lecture, 60 Lab)

Prerequisite: ART 171

Basic skills using hand and power tools. Students will be required to develop individual, independent, and original expression in constructing works of art out of a variety of woods.

ART 173 Woodcraft III

3 Credit Hours • 75 Contact Hours (15 Lecture, 60 Lab)

Prerequisite: ART 171, ART 172

Advanced work described in ART 170 and ART 171. Continued development of technique, craftsmanship, and original expression.

ART 174 Woodcraft IV

3 Credit Hours • 75 Contact Hours (15 Lecture, 60 Lab)

Prerequisite: ART 171, ART 172, ART 173

Continued explorations of various techniques and materials resulting in finished, professional pieces. Included also will be an emphasis on mixed-media pieces. A refined look at wood and construction moving from design and construction using a few power tools to finish original work using many varied techniques and tools. This course involves developing basic skills and mostly hand tools. This includes an historical overview of the history and cultural uses of wood construction.

ART 202 Stained Glass II

3 Credit Hours • 75 Contact Hours (15 Lecture, 60 Lab)

Prerequisite: ART 115

A comprehensive study of skills and knowledge relating to glass, its history, and properties including the study of leaded and grouted work from traditional to original contemporary work.

ART 203 Stained Glass III

3 Credit Hours • 75 Contact Hours (15 Lecture, 60 Lab)

Prerequisite: ART 115, ART 202

An in-depth study of pattern and texture on a variety of surfaces. The adaptation of designs to several different projects requiring varying techniques and applications.

ART 204 Stained Glass IV

3 Credit Hours • 75 Contact Hours (15 Lecture, 60 Lab)

Prerequisite: ART 115, ART 202, ART 203

Advanced and independent work in stained glass with emphasis on finished, professional work and on mixed-media projects.

ART 205 Film Studies

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: REA 090, ENG 100

Explores relationships between the visual components and the narrative of a film. Students will view and analyze several motion pictures from both aesthetic and production perspectives.

ART 206 Art of Animation

3 Credit Hours • 75 Contact Hours (15 Lecture, 60 Lab)

History and basic techniques of film animation. Students will study the process of film animation and draw an animated film.

ART 211 Painting I

3 Credit Hours • 75 Contact Hours (15 Lecture, 60 Lab)

Prerequisite: ART 121

This course covers color, composition, materials, and techniques of studio painting.

ART 212 Painting II

3 Credit Hours • 75 Contact Hours (15 Lecture, 60 Lab)

Prerequisite: ART 211

This course emphasizes experimentation with materials, composition and color.

ART 221 Drawing III

3 Credit Hours • 75 Contact Hours (15 Lecture, 60 Lab)

This course provides further exploration of expressive drawing techniques and style.

ART 222 Drawing IV

3 Credit Hours • 75 Contact Hours (15 Lecture, 60 Lab)

This course covers advanced drawing problems with emphasis on individual style, subject, and content.

ART 224 Sculpture I

3 Credit Hours • 75 Contact Hours (15 Lecture, 60 Lab)

The course is an introduction to the fundamentals of sculpture such as modeling, casting, carving, and assemblage processes.

ART 225 Sculpture II

3 Credit Hours • 75 Contact Hours (15 Lecture, 60 Lab)

Prerequisite: ART 224

This course provides a development of the understanding and manipulation of three-dimensional form with greater concentration on individual creativity and style.

ART 226 Papermaking

3 Credit Hours • 75 Contact Hours (15 Lecture, 60 Lab)

Papermaking introduces students to the background and process of papermaking from an academic studio perspective, using a variety of materials. Students will be involved in preparing their own papers and in making and/or acquiring their own collection of tools and equipment for making paper.

ART 227 Marbling on Paper and Textile

3 Credit Hours • 75 Contact Hours (15 Lecture, 60 Lab)

This course introduces the basic marbling techniques that can be applied to paper or textile surfaces. Traditional and contemporary applications will be explored.

ART 228 Printmaking I

3 Credit Hours • 75 Contact Hours (15 Lecture, 60 Lab)

This course is an introduction to the basic techniques and skills of printmaking as fine art media. Instruction will include an understanding of the visual concepts as they relate to print.

ART 230 Printmaking II

3 Credit Hours • 75 Contact Hours (15 Lecture, 60 Lab)

Prerequisite: ART 228

Elements of printmaking using the printing press. Included are monoprinting, monotypes, etching, woodcuts, and linocuts. Handmade and commercial paper will be used.

ART 231 Watercolor I

3 Credit Hours • 75 Contact Hours (15 Lecture, 60 Lab)

This course is an introduction to the basic techniques and unique aspects of materials involved with using transparent and/or opaque water media.

ART 232 Watercolor II

3 Credit Hours • 75 Contact Hours (15 Lecture, 60 Lab)

Prerequisite: ART 231

This course provides advanced study of subject development, form, color, and theme.

ART 241 Jewelry and Metalwork III

3 Credit Hours • 75 Contact Hours (15 Lecture, 60 Lab)

Prerequisite: ART 141, ART 142

This course focuses upon advanced work and emphasizes experimentation with materials and techniques, individual design, and superior craftsmanship.

ART 242 Jewelry and Metalwork IV

3 Credit Hours • 75 Contact Hours (15 Lecture, 60 Lab)

Prerequisite: ART 141, ART 142, ART 241

Continuing study of the properties of metal and stone in creating decorative work. Students will employ advanced design and techniques to explore original, personal expression. A variety of materials and approaches will be used in discovering new and independently achieved finished pieces.

ART 243 East Asian Painting I

3 Credit Hours • 75 Contact Hours (15 Lecture, 60 Lab)

This course emphasizes varied approaches to the basic elements of line, brush strokes, perspective, and media in Asian painting which has expressed nature's colors in Asian through shades of black ink monochrome with the use of oriental brushes, ink sticks, ink stone, rice paper, and watercolor.

ART 250 East Asian Painting II

3 Credit Hours • 75 Contact Hours (15 Lecture, 60 Lab)

Prerequisite: ART 243

An advanced continuation of East Asian Painting I, emphasizing varied approaches to the basic elements of line, brush strokes, perspective, and media in Asian painting which has expressed nature's colors in Asian through shades of black ink monochrome with the use of oriental brushes, ink sticks, ink stone, rice paper, and water color. Advanced work will be expected.

ART 251 Navajo Weaving Techniques I

3 Credit Hours • 75 Contact Hours (15 Lecture, 60 Lab)

This course offers an overview of traditional Navajo weaving, including building a loom, carding raw wool, hand spinning, dye baths, and actual rug weaving. Navajo history and culture as related to weaving are also components.

ART 252 Navajo Weaving Techniques II

3 Credit Hours • 75 Contact Hours (15 Lecture, 60 Lab)

Prerequisite: ART 251

This course continues from Navajo Weaving Techniques I. This course introduces the student to complexity in design and color in the weaving of a rug, employing Navajo weaving techniques. Students will weave larger rugs, perfecting techniques learned in Navajo Weaving Techniques I. They will also have the option of weaving a sampler, incorporating advanced techniques such as tufting, turned joint, Coal Mine raised edge, small diamond twill, pictorial, two-faced, or Crystal with the instructor's approval. The class will further explore the importance of weaving in Navajo culture and belief systems.

ART 253 Fiber Design III

3 Credit Hours • 75 Contact Hours (15 Lecture, 60 Lab)

Prerequisite: ART 153, ART 154

Advanced work in the processes described in Fibers I and II. Finished pieces prepared professionally for display will be required, covering a range of expertise and materials.

ART 254 Fiber Design IV

3 Credit Hours • 75 Contact Hours (15 Lecture, 60 Lab)

Prerequisite: ART 153, ART 154, ART 253

A focus on one or two processes related to fiber design, defining student independent and technical excellence.

ART 260 Navajo Weaving Techniques III

3 Credit Hours • 75 Contact Hours (15 Lecture, 60 Lab)

Continuation of the study of Navajo weaving techniques with emphasis on the creation of a woven rug utilizing an original design based on the traditional artistic elements portrayed in Navajo history and culture.

ART 261 Ceramics III

3 Credit Hours • 75 Contact Hours (15 Lecture, 60 Lab)

Prerequisite: ART 161, ART 162, ART 163

This course encourages students to develop an individual style of wheel thrown and handbuilt ceramic forms with continuing involvement in surface treatment.

ART 262 Ceramics IV

3 Credit Hours • 75 Contact Hours (15 Lecture, 60 Lab)

Prerequisite: ART 261

This course continues advanced work with emphasis on various clay bodies, unique glazes and engobes, and combining different textures and shapes, and development of personal forms.

ART 263 East Asian Painting III

3 Credit Hours • 75 Contact Hours (15 Lecture, 60 Lab)

Prerequisite: ART 244

Continues the study of East Asian Painting with advanced emphasis on the varied approaches to the basic elements of line, brush strokes, perspective, and media such as ink monochrome, ink sticks, ink stone, rice paper, and watercolor.

ART 264 East Asian Painting IV

3 Credit Hours • 75 Contact Hours (15 Lecture, 60 Lab)

Prerequisite: ART 263

Continues the study of East Asian Painting with the most advanced emphasis on the varied approaches to the basic elements of line, brush strokes, perspective and media, such as ink monochrome, ink sticks, ink stone, rice paper, and watercolor.

ART 266 Art and Culture Studies

1-3 Credit Hours • 22.5-67.5 Contact Hours (Lecture/Lab Combination)

An on-site study of the visual arts of a particular culture at the location of that culture. Includes vocabulary, processes, aesthetics, symbols, and the influence of geography and history on that culture's art.

ART 270 Figure Drawing I

3 Credit Hours • 75 Contact Hours (15 Lecture, 60 Lab)

This course is an introduction to the basic techniques of drawing the human figure.

ART 271 Figure Drawing II

3 Credit Hours • 75 Contact Hours (15 Lecture, 60 Lab)

Prerequisite: ART 270

This course provides continuing study of the various methods of drawing the human figure with emphasis on the description of form and individual style.

ART 272 Navajo Weaving Techniques IV

3 Credit Hours • 75 Contact Hours (15 Lecture, 60 Lab)

Continuation of the study of Navajo weaving techniques with emphasis on advanced methods and specialized designs in the creation of a rug woven in the Navajo style and exemplifying lesser known aspects of tradition and culture.

ART 273 Figure Painting I

3 Credit Hours • 75 Contact Hours (15 Lecture, 60 Lab)

This course is an introduction to painting the human figure, and includes a brief survey of figure painting, instruction in the fundamental methods of composition, and expression.

ART 274 Figure Painting II

3 Credit Hours • 75 Contact Hours (15 Lecture, 60 Lab)

Prerequisite: ART 273

This course offers a continued study of painting the human figure with advanced problem solving in composition and experimentation with materials and techniques.

Astronomy

AST 101 Astronomy I

4 Credit Hours • 75 Contact Hours (45 Lecture, 30 Lab)

Studies the history of astronomy, the tools of the astronomer, and the contents of the solar system: the planets, moons, sun, asteroids, comets, and meteoroids. Includes laboratory experience.

AST 102 Astronomy II

4 Credit Hours • 75 Contact Hours (45 Lecture, 30 Lab)

Studies the structure and life cycle of the stars, the sun, galaxies, and the universe as a whole, including cosmology and relativity. Includes laboratory experience.

Auto Collision Repair

ACR 110 Orientation and Safety

4 Credit Hours • 82.5 Contact Hours (15 Lecture, 67.5 Vocational Lab)

This course is designed as an orientation to the auto collision repair industry. Students will receive an overview of the numerous job possibilities within the industry as well as learn various types of automobile construction. The names, uses, and maintenance procedures for a variety of tools and equipment will also be covered. General shop safety and the proper handling and disposal procedures for hazardous materials will be emphasized.

ACR 116 Introduction to Refinishing

4 Credit Hours • 82.5 Contact Hours (15 Lecture, 67.5 Vocational Lab)

Prerequisite: ACR 110 or faculty consent.

This course introduces the student to the basics of automotive refinishing. After covering body and paint shop safety, tools and equipment used in the refinishing process are covered. Students will also learn the steps and procedures involved in preparing the surface of an automobile for refinishing. Removal and installation of trim as well as final clean-up and detailing are also covered.

ACR 121 Introduction to Metal Repair

4 Credit Hours • 82.5 Contact Hours (15 Lecture, 67.5 Vocational Lab)

Prerequisite: ACR 110 or faculty consent.

Introduction to basic straightening procedures. Safety procedures, use of hammers, dollies and other hand tools, heat shrinking and metal finishing procedures, and practice of welding joints will be covered.

ACR 122 Non-Structural Metal Repair I

4 Credit Hours • 82.5 Contact Hours (15 Lecture, 67.5 Vocational Lab)

Prerequisite: ACR 121 or faculty consent.

Continuation of basic metal working procedures. Removal of minor sheet metal damage and use of plastic fillers. Use of pull rods and stud-weld gun.

ACR 123 Part Replacement and Alignment

4 Credit Hours • 82.5 Contact Hours (15 Lecture, 67.5 Vocational Lab)

Prerequisite: ACR 122 or faculty consent.

This course covers removal, replacement and adjustment of bolt-on body parts, both interior and exterior. Replacement of windshields and moveable auto glass is also covered.

ACR 124 Non-Structural Metal Repair II

4 Credit Hours • 82.5 Contact Hours (15 Lecture, 67.5 Vocational Lab)

Prerequisite: ACR 122 or faculty consent

Installation and adjustment or straightening of major body panels such as hoods, fenders, doors, deck lids, tailgates, tops, and quarter panels. Specialized tools, such as pull-doors are introduced.

ACR 125 Plastic Repair and Refinishing

4 Credit Hours • 82.5 Contact Hours (15 Lecture, 67.5 Vocational Lab)

Prerequisite: ACR 110 or faculty consent.

Repair of plastic and fiberglass. Safety, plastic welding, uses of fiberglass, and types of materials are covered.

ACR 127 Refinishing I

4 Credit Hours • 82.5 Contact Hours (15 Lecture, 67.5 Vocational Lab)

Prerequisite: ACR 116 or faculty consent

Continuation of skills learned in ACR 116. Surface preparation procedures and application of undercoats and topcoats are covered. Students learn proper masking techniques as well as develop paint problem solving skills.

ACR 128 Refinishing II

4 Credit Hours • 82.5 Contact Hours (15 Lecture, 67.5 Vocational Lab)

Prerequisite: ACR 127 or faculty consent

Continued development of skills learned in ACR 127. Spot repair and color match procedures as well as advanced refinishing procedures will be covered.

ACR 130 Auto Glass Service

4 Credit Hours • 82.5 Contact Hours (15 Lecture, 67.5 Vocational Lab)

Methods and procedures involved in servicing various types of auto glass. Removal and installation procedures for windshields, back glasses, and side and door glasses are emphasized as are structural strength requirements for installation of windshields in unibody cars. Removal and installation of all types of auto glass are covered.

ACR 202 Spot Painting

4 Credit Hours • 82.5 Contact Hours (15 Lecture, 67.5 Vocational Lab)

Prerequisite: ACR 116

Techniques and procedures used in spot painting lacquer, enamel, basecoat/clearcoat finishes.

ACR 204 Custom Painting

4 Credit Hours • 82.5 Contact Hours (15 Lecture, 67.5 Vocational Lab)

Prerequisite: ACR 128

Custom painting techniques and procedures.

ACR 206 Production Refinishing

4 Credit Hours • 82.5 Contact Hours (15 Lecture, 67.5 Vocational Lab)

Prerequisite: ACR 128

Designed to simulate actual working procedures of the automotive refinishing technician. Refining techniques as well as increasing speed on a variety of refinishing projects are emphasized.

ACR 207 Base/Clear and Tri-coat

4 Credit Hours • 82.5 Contact Hours (15 Lecture, 67.5 Vocational Lab)

Prerequisite: ACR 116

Basecoat/clearcoat and tri-coat refinishing systems common to new cars. Emphasis on major similarities and differences of two- and three-stage refinishing systems available from paint manufacturers. Students practice application procedures of two- and/or three-stage refinishing systems.

ACR 208 Flexible Parts Refinishing

4 Credit Hours • 82.5 Contact Hours (15 Lecture, 67.5 Vocational Lab)

Prerequisite: ACR 116

Systems and procedures for the refinishing of flexible parts. Emphasis on interior and exterior panels including the retexturing of repaired panels having a "grain" finish.

ACR 218 Mechanical and Electrical Components

4 Credit Hours • 82.5 Contact Hours (15 Lecture, 67.5 Vocational Lab)

Prerequisite: ACR 110

This course is designed to introduce the student to the various mechanical, electrical, and suspension components he/she will be required to work with during structural repairs on unibody vehicles. Component identification, removal, handling, and re-installation procedures will be covered. Additionally, students will learn basic wheel alignment angles as well as diagnosis and service procedures for a variety of mechanical and electrical systems.

ACR 219 Structural Repair I

4 Credit Hours • 82.5 Contact Hours (15 Lecture, 67.5 Vocational Lab)

Prerequisite: ACR 124 or faculty consent

Analysis and correction of various types of structural damage as related to automobiles with 'body over frame as well as unibody construction.

ACR 220 Structural Repair II

4 Credit Hours • 82.5 Contact Hours (15 Lecture, 67.5 Vocational Lab)

Prerequisite: ACR 219 or faculty consent

Continued practice in structural damage analysis and measuring procedures. Proper methods for straightening as well as replacing structural components. Continued practice in removing and replacing various mechanical and electronic components that may suffer damage in a collision as well as principles of steering and suspension systems.

ACR 225 Shop Management and Estimating

4 Credit Hours • 82.5 Contact Hours (15 Lecture, 67.5 Vocational Lab)

Shop management terminology, methods, and procedures of estimating collision damage. Preparation of complete estimates according to local standards and business and insurance practices.

ACR 226 Production Metal Repair

4 Credit Hours • 82.5 Contact Hours (15 Lecture, 67.5 Vocational Lab)

Prerequisite: ACR 220 or faculty consent.

Designed to simulate actual working procedures of the auto collision repair/refinish technician. Refinement of technique as well as increasing production speed in all skill areas will be emphasized. Estimating and shop management procedures will also be covered.

Automotive Technology

AUT 100 Basic Auto Mechanics

4 Credit Hours • 82.5 Contact Hours (15 Lecture, 67.5 Vocational Lab)

This course is designed to give the student a basic understanding of general maintenance of the automobile. Instruction in reading the use of measuring tools, taps, and dies, and stud removing tools is included. The course also includes accessory installation, tire services, wheel balancing, lubrication services, vehicle safety inspection, and an introduction to internal combustion engines. This class also includes cooling system services.

AUT 103 Auto Electricity I

4 Credit Hours • 82.5 Contact Hours (15 Lecture, 67.5 Vocational Lab)

Prerequisite: AUT 100 or DPM 100 for students entering Diesel Option

This course is designed for beginning automotive students. The course will cover the principles of electricity; the mathematical calculations involved in Ohm's Law; the usage of meters, electrical schematics with symbols; and the theory and function of electrical components as they relate to the automobile. This course will also include the operational theory and service maintenance of: batteries, starting systems, and charging systems. The theory of ignition systems operation will be covered.

AUT 106 Colorado Emissions

1 Credit Hour • 22.5 Contact Hours (Vocational Lab)

This course provides the training required to obtain Colorado Emissions Licensing in order to perform Colorado State Emissions tests on vehicles. Successful completion of the course is required before the licensing exam can be taken through the State of Colorado. Basic knowledge of ignition systems and fuel systems is required.

AUT 111 Power Trains

4 Credit Hours • 82.5 Contact Hours (15 Lecture, 67.5 Vocational Lab)

Prerequisite: AUT 100 or DPM 100 for students entering Diesel Option

A course covering the operation, diagnosis and repair of the power train, including clutch, standard and overdrive transmissions and transaxle, all wheel drive, drive shaft and half shaft, and differentials.

AUT 113 Automotive Fuel Systems and Emission Control

4 Credit Hours • 82.5 Contact Hours (15 Lecture, 67.5 Vocational Lab)

Prerequisite: AUT 100 or DPM 100 for students entering Diesel Option

This course is designed for beginning students who have completed Basic Auto Mechanics or are taking it concurrently. Included in this course are the theory of operation, service, diagnosis, and repair of the automobile fuel system components. Fuel system components include fuel pumps, filters, lines, carburetors, fuel injection, turbocharging, and related emission control systems. This course also includes instruction and use of infrared exhaust analyzers in fuel system diagnosis and adjustment.

AUT 114 Automotive Brakes

4 Credit Hours • 82.5 Contact Hours (15 Lecture, 67.5 Vocational Lab)

This course covers the theory of operation, construction, application, diagnosis, service, repair, and overhaul of automotive braking systems. Also included are the operational theory, and service and repair of anti-skid brake systems.

AUT 115 Suspension and Alignment

4 Credit Hours • 82.5 Contact Hours (15 Lecture, 67.5 Vocational Lab)

Prerequisite: AUT 100 or DPM 100 for students entering Diesel Option

This course is designed to give the student an understanding of the construction principles and operation and repair of automotive suspension and steering systems. Included are diagnosis, testing, adjusting, and repair of vehicle suspension and steering systems with both two-wheel and four-wheel alignment procedures being covered.

AUT 123 Automotive Tune-Up Services

4 Credit Hours • 82.5 Contact Hours (15 Lecture, 67.5 Vocational Lab)

Prerequisite: AUT 100 or DPM 100 for students entering Diesel Option

This course includes instruction in the theory, diagnosis, and repair of ignition components and timing controls. Included in this course are the testing and maintenance services of the battery, charging system, engine mechanical condition, fuel system maintenance, and vehicle emission control system.

AUT 125 Engines I

4 Credit Hours • 82.5 Contact Hours (15 Lecture, 67.5 Vocational Lab)

Prerequisite: AUT 100 or DPM 100 for students entering Diesel Option

This course was developed on the Open Entry, Open Exit System. which provides individual study, enabling self-paced instruction. Video and computer technology is used extensively. Operation and construction of the internal combustion engine are included. Inspection, measuring, parts identification, and vehicle ID are covered. The student confirms his video and computer knowledge by use of mock-up engines with instructor supervision.

AUT 126 Engines II

4 Credit Hours • 82.5 Contact Hours (15 Lecture, 67.5 Vocational Lab)

Prerequisite: AUT 125

This course provides students with the skills to develop procedures of diagnosis and testing from a knowledge of engine operation and perform a complete engine rebuild process including the use of special equipment studied in AUT 125 and the use of video and computer-assisted instruction.

AUT 203 Auto Air Conditioning, Heat, and Vent Systems

4 Credit Hours • 82.5 Contact Hours (15 Lecture, 67.5 Vocational Lab)

Prerequisite: AUT 100 or DPM 100 for students entering Diesel Option

A study of types of air conditioning, heating, and ventilating systems used in modern automobiles. Installation and servicing of automotive air conditioning systems, theory of operation and adjustment of operating controls, and diagnosis are stressed.

AUT 204 Auto Electricity II

4 Credit Hours • 82.5 Contact Hours (15 Lecture, 67.5 Vocational Lab)

Prerequisite: AUT 103, AUT 113, AUT 123

Students will demonstrate the ability to diagnose, service, and repair automotive electrical systems, using appropriate testing equipment. Electrical units included in this course are battery, starting system, charging system, lighting system, horn and warning buzzers, electrical instruments and gauges, and accessory motors and controls. Also included with the use of scanner tools are the diagnostic procedures used in troubleshooting automotive computer controls, including the electronic engine control system.

AUT 205 Advanced Automotive Engines

4 Credit Hours • 82.5 Contact Hours (15 Lecture, 67.5 Vocational Lab)

Prerequisite: AUT 126 or faculty consent

This is a continuation of Automotive Engines II with emphasis on updated diagnosis and engine rebuild techniques.

AUT 206 High Performance Engines

4 Credit Hours • 82.5 Contact Hours (15 Lecture, 67.5 Vocational Lab)

Prerequisite: AUT 126 or faculty consent

The theory of design and development of high performance engines will be discussed. The student will also learn the use of specialty equipment and design for the development of high performance engines.

AUT 211 Engine Diagnosis and Tune Up

4 Credit Hours • 82.5 Contact Hours (15 Lecture, 67.5 Vocational Lab)

Prerequisite: AUT 100, AUT 103, AUT 113, AUT 123 (AUT 204 preferred, but not required)

This course covers advanced engine diagnosis and trouble-shooting techniques necessary in determining driveability problems in the modern automobile. Students are taught the correct diagnostic procedures and advanced methods of diagnosing electrical, fuel, emission control, and accessory systems directly related to engine performance. Instruction and testing will emphasize the use of engine oscilloscope analyzers and exhaust performance testers for diagnosis of driveability problems.

AUT 213 Production Mechanics

4 Credit Hours • 82.5 Contact Hours (15 Lecture, 67.5 Vocational Lab)

Prerequisite: Sophomore standing in program.

This course simulates actual working procedures of line mechanics including analysis, inspection, and repair procedures of components of the automobile. Students make repairs in compliance with flat-rate manuals. This course may be used for specialization purposes.

AUT 215 Automatic Transmission I

4 Credit Hours • 82.5 Contact Hours (15 Lecture, 67.5 Vocational Lab)

Prerequisite or Corequisite: AUT 100

This course includes instruction in the basic principles of operation and diagnosis of all automatic transmissions, especially the Ford automatic transmission, including principles of operation, troubleshooting, and overhaul procedures of hydraulically operated transmissions, torque converters, and fluid couplings used with automatic transmissions common to the automotive field.

AUT 216 Automatic Transmission II

4 Credit Hours • 82.5 Contact Hours (15 Lecture, 67.5 Vocational Lab)

Prerequisite: AUT 215

This course includes instruction in the operation and diagnosis of the common GM and Chrysler-built automatic transmission. It includes principles of operation, troubleshooting, and overhauling procedures on hydraulically operated transmissions, torque converters, and fluid couplings used with automatic transmissions common to the automotive field.

Biology

BIO 105 Science of Biology

4 Credit Hours • 75 Contact Hours (45 Lecture, 30 Lab)

Designed for nonscience students. Examines the basis of biology in the modern world and surveys the current knowledge and conceptual framework of the discipline. Biology as a science, a process of gaining new knowledge, is explored as is the impact of biological science on society. Includes laboratory experience.

BIO 110 Foundations of College Biology

5 Credit Hours • 90 Contact Hours (60 Lecture, 30 Lab)

Prerequisite: MAT 066 or biology faculty consent

General concepts of biology as a science; basic chemistry, cell structure and function, genetics, and evolution. A preliminary course designed for students pursuing human anatomy and physiology. Includes laboratory experience.

BIO 111 General College Biology I

5 Credit Hours • 90 Contact Hours (60 Lecture, 30 Lab)

Prerequisite: MAT 100 or biology faculty consent

Examines the fundamental molecular, cellular, and genetic principles characterizing plants and animals. Includes cell structure and function, the metabolic processes of respiration, and photosynthesis, as well as cell reproduction and basic concepts of heredity. Includes laboratory experience.

BIO 112 General College Biology II

5 Credit Hours • 90 Contact Hours (60 Lecture, 30 Lab)

Prerequisite: BIO 111 or biology faculty consent

Continuation of BIO 111. Includes ecology, evolution, classification, structure, and function in plants and animals. Includes laboratory experience.

BIO 123 Foundations of Microbiology

3 Credit Hours • 75 Contact Hours (15 Lecture, 60 Lab)

Prerequisite: BIO 110 or BIO 111, or biology faculty consent

Survey of principles of the microbial world. Includes structure, metabolism, growth, and genetics of bacteria, fungi, and viruses as well as an overview of epidemiology and disease. Meets the requirements for the nursing program. Includes laboratory experiences.

BIO 130 Environmental Biology

3 Credit Hours • 45 Contact Hours (Lecture)

The natural environment is currently affected by a variety of human actions. This course presents an overview of the world's environmental problems, provides a biological understanding of these problems, and analyzes the current thinking about possible solutions to the problems.

BIO 133 Ecology

4 Credit Hours • 75 Contact Hours (45 Lecture, 30 Lab)

A study of the interrelationships between organisms and their environment. Population dynamics and the diversity of ecosystems will be included. Laboratory will include field experience.

BIO 134 Plant Taxonomy

4 Credit Hours • 90 Contact Hours (30 Lecture, 60 Lab)

Beginning biological and botanical terminologies, techniques, and experiments to give the student a strong background in plant relationships and identification of plants.

BIO 135 Biology of Plants

4 Credit Hours • 75 Contact Hours (45 Lecture, 30 Lab)

An introductory course which focuses on the diversity of plants, the structure and function of plants, the ecology of plants, and human use of plants. The course emphasizes seed-producing vascular plants, especially flowering plants. Laboratory and field experience is included.

BIO 137 Animal Biology

4 Credit Hours • 75 Contact Hours (45 Lecture, 30 Lab)

This course is a phylogenetic study of animals. It includes an introduction to the invertebrates and a concentrated study of the diverse vertebrate forms. Laboratory experiences will parallel lecture topics.

BIO 141 Applied Anatomy, Physiology and Disease Processes I

5 Credit Hours • 90 Contact Hours (60 Lecture/30 Lab)

This course is designed to provide the student with a basic knowledge of the normal structure and function of the body and an understanding of the major disorders of the integumentary, musculo-skeletal, nervous, sensory, endocrine, and cardiovascular systems. Includes laboratory exploration of these systems.

BIO 142 Applied Anatomy, Physiology and Disease Processes II

4 Credit Hours • 60 Contact Hours (Lecture)

Prerequisite: BIO 141

This course is designed as a continuation of BIO 141 and will further provide the student with a basic knowledge of the normal structure and function of the body and an understanding of the major disorders of the lymphatic, respiratory, digestive, urinary, and reproductive systems.

BIO 151 Introduction to Nutrition I

3 Credit Hours • 45 Contact Hours (Lecture)

Energy components of foods, such as carbohydrates, fats, and proteins, and how the human body utilizes these in different metabolic pathways to produce an energy balance. Twenty-four hour diet analyses are used with computer assistance to study all current recommended daily allowances.

BIO 201 Human Anatomy and Physiology I

4 Credit Hours • 75 Contact Hours (45 Lecture, 30 Lab)

Prerequisite: BIO 110 or biology faculty consent

This course is an integrated study of the human body in which the histology, anatomy and physiology of each system is covered. The first part of this two semester course includes molecular, cellular and tissue levels of organization; integuments, skeletal, articulations, muscular, nervous, senses and endocrine (or digestive and respiratory) systems. This course has laboratory experience that includes experimentation, microscope work, observations, and dissection.

BIO 202 Human Anatomy and Physiology II

4 Credit Hours • 75 Contact Hours (45 Lecture, 30 Lab)

Prerequisite: BIO 201 or biology faculty consent

This course is an integrated study of the human body in which histology, anatomy and physiology of each system is covered. The second part of this two semester course (sequence) includes the study of the following systems: cardiovascular with hematology, lymphatic, immunological, urinary with fluid and electrolyte control, digestive with nutrition, respiratory (or nervous and endocrine), and the reproductive system with genetics and development. This course has laboratory experience that includes experimentation, microscope, observation, and dissection.

BIO 205 Microbiology

5 Credit Hours • 105 Contact Hours (45 Lecture, 60 Lab)

Prerequisite: BIO 110 or BIO 111, or BIO 201, or biology faculty consent

This course is a study of microorganisms with an emphasis on their structure, development, physiology, classification and identification. Includes laboratory experience of culturing, identifying and controlling microorganisms.

BIO 207 Genetics

4 Credit Hours • 90 Contact Hours (45 Lecture, 45 Lab)

Prerequisite: BIO 111 or biology faculty consent

This course is a study of fundamental laws of heredity and their application to living organisms. The course will cover the basic of genetics. Topics include Hardy-Weinberg law. The course includes a laboratory experience.

Business

BUS 100 Business Writing Fundamentals

1 Credit Hour • 15 Contact Hours (Lecture)

Prerequisite: ENG 060 or faculty consent

This course will prepare students for BUS 217. Emphasis will be on developing the style for business writing; introducing methods for conducting research for business communications; and making effective use of computers and computer programs to improve business writing skills.

BUS 105 Business Mathematics

4 Credit Hours • 60 Contact Hours (Lecture)

Basic applications of mathematics to business problems such as pricing, inventory control, depreciation, fixed and variable costs, taxes, insurance, annuities, etc. Proficiency with the hand-held calculator necessary. MAT 036 is recommended prior to enrolling in this course.

BUS 115 Introduction to Business

3 Credit Hours • 45 Contact Hours (Lecture)

Survey of the operation of the American Business System: fundamentals of the economy, careers and opportunities, marketing, management, production, governmental regulations, tools of business, and social responsibilities.

BUS 171 Cooperative Work Experience I/ Internship I

3 Credit Hours • 105 Contact Hours (15 Lecture, 90 Work Experience)

Prerequisite: BUS 115 and MAN 225.

Students will work at an approved training station a minimum of six hours per week and/or complete an approved project. Program coordinator supervises work experience situation.

BUS 172 Cooperative Work Experience II/ Internship II

3 Credit Hours • 105 Contact Hours (15 Lecture, 90 Work Experience)

Prerequisite: BUS 171 or faculty consent

Continuation of BUS 171.

BUS 216 Legal Environment of Business

3 Credit Hours • 45 Contact Hours (Lecture)

This is an activity course which emphasizes public law, regulation of business, ethical considerations, and various relationships which exist within society, government, and business. Specific attention will be devoted to economic regulation, social regulation, regulation and laws impacting labor-management issues, and environmental concerns. Students will develop an understanding of the role of law in social, political, and economic change.

BUS 217 Business Communication and Report Writing

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: BUS 100 or faculty consent

Emphasizes effective business writing: letters, memoranda, reports, application letters, and resumes. Includes the fundamentals of business communication and an introduction to international communication.

BUS 226 Business Statistics

3 Credit Hours • 45 Contact Hours (Lecture)
Prerequisite: BUS 105 and CIS 118, or faculty consent

Intended for the business major, and covers statistical study, descriptive statistics, probability and the binomial distribution, index numbers, time series, decision theory, confidence intervals, linear regression, and correlation.

BUS 265 Investments

3 Credit Hours • 45 Contact Hours (Lecture)
Prerequisite: ACC 110 or 121, and BUS 105, or faculty consent

Various kinds of securities instruments and theories about researching, analyzing, investing, and monitoring securities. Fundamental and technical analysis as a workable criterion for selection of a personal portfolio.

BUS 271 Advanced Cooperative Work Experience I/Internship I

3 Credit Hours • 105 Contact Hours (15 Lecture, 90 Work Experience)
Prerequisite: BUS 172

Continuation of BUS 172.

BUS 272 Advanced Cooperative Work Experience II/Internship II

3 Credit Hours • 105 Contact Hours (15 Lecture, 90 Work Experience)
Prerequisite: BUS 271

Continuation of BUS 271.

Chemistry

CHE 101 Introduction to Chemistry I

5 Credit Hours • 90 Contact Hours (60 Lecture, 30 Lab)
Prerequisite: MAT 066 or chemistry faculty consent

For nonscience majors, students in occupational and health programs, or students with no chemistry background. Includes measurements, atomic theory, chemical bondings, nomenclature, stoichiometry, solutions, acid and base, gas laws, and condensed states. Laboratory experiments demonstrate the above concepts qualitatively and quantitatively.

CHE 102 Introduction to Chemistry II

5 Credit Hours • 90 Contact Hours (60 Lecture, 30 Lab)
Prerequisite: CHE 101 or chemistry faculty consent

Includes hybridization of atomic orbitals for carbon; nomenclature of organic compounds; properties of different functional groups, nomenclature of various biological important compounds, their properties and their biological pathways. Laboratory experiments demonstrate the above topics qualitatively and quantitatively.

CHE 111 General College Chemistry I

5 Credit Hours • 105 Contact Hours (60 Lecture, 45 Lab)
Prerequisite: MAT 121 or chemistry faculty consent

For science and engineering majors. Includes the study of measurements, atomic theory, chemical bonding, stoichiometry, gases, condensed states, solutions, and thermodynamics. Also includes the problem-solving skills and descriptive contents for these topics. Laboratory techniques used in the experiments demonstrate the above concepts as well as the qualitative and quantitative analytical techniques.

CHE 112 General College Chemistry II

5 Credit Hours • 105 Contact Hours (60 Lecture, 45 Lab)
Prerequisite: CHE 111 or chemistry faculty consent

Includes thermodynamics, chemical kinetics, chemical equilibrium, acid-base equilibrium, ionic equilibrium, electrochemistry, nuclear chemistry, and organic chemistry. Also includes the problem-solving skills and descriptive contents for these topics. Organic chemistry may be included if time permits. Laboratory experiments demonstrate both the qualitative and quantitative analytical techniques.

CHE 211 Organic Chemistry I

5 Credit Hours • 105 Contact Hours (45 Lecture, 60 Lab)
Prerequisite: CHE 112 or chemistry faculty consent

The topics of this course include structure and reactions of aliphatic hydrocarbons and selected functional group families. Also, an introduction to aromatic chemistry. Nomenclature of organic compounds, stereochemistry, reaction mechanisms will be covered. Laboratory will demonstrate the above concepts and laboratory techniques.

CHE 212 Organic Chemistry II

5 Credit Hours • 105 Contact Hours (45 Lecture, 60 Lab)
Prerequisite: CHE 211 or chemistry faculty consent

The topics in this course include structure, reactions and reaction mechanisms of aromatic compounds and continuation of functional group families from CHE 211. Introduction to the chemistry of heterocycles, and biologically related compounds will be covered if time permits. Laboratory will demonstrate the above concepts and laboratory techniques.

Cherokee

CHK 101 Conversational Cherokee I

3 Credit Hours • 45 Contact Hours (Lecture)
Prerequisite: REA 090, ENG 100

The first course in a sequence for beginning students who wish to understand and speak Cherokee. Material includes basic vocabulary, grammar, and expressions used in daily situations.

CHK 102 Conversational Cherokee II

3 Credit Hours • 45 Contact Hours (Lecture)
Prerequisite: REA 090, ENG 100, CHK 101 (grade C or better) or faculty consent

The second course in a sequence for beginning students who wish to understand and speak Cherokee. Material continues to cover basic conversational patterns, expressions, and grammar.

Chinese

CHN 107 Chinese for Business

3 Credit Hours • 45 Contact Hours (Lecture)
Prerequisite: REA 090, ENG 100

Language orientation in the context of business and financial activities. Focus will be on specialized business vocabulary and essential cultural information.

CHN 111 Chinese I

5 Credit Hours • 75 Contact Hours (Lecture)
Prerequisite: REA 090, ENG 100

Begins a sequence dealing in the development of functional proficiency in listening, speaking, reading, and writing the language.

CHN 112 Chinese II

5 Credit Hours • 75 Contact Hours (Lecture)

Prerequisite: REA 090, ENG 100, CHN 111 (grade C or better) or faculty consent

Continues CHN 111 in the development of functional proficiency in listening, speaking, reading, and writing the language.

CHN 211 Chinese III

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: REA 090, ENG 100, CHN 112 (grade C or better) or faculty consent

Continues CHN 111 and 112 in the development of increased functional proficiency in listening, speaking, reading, and writing the language.

CHN 266 Culture Studies

1-3 Credit Hours • 22.5-67.5 Contact Hours (Lecture/Lab)

Prerequisite: REA 090, ENG 100

Interdisciplinary studies of a specific culture within a country of that culture with references to historical context and cultural concerns and values. Emphasis may be on either the arts or language/linguistics. May be repeated under a different subtitle for a maximum of 9 credits.

Computer Information Systems

CIS 100 Computer Keyboarding

1 Credit Hour • 30 Contact Hours (Lab)

Special Grading: S/U only

An introduction to touch keyboarding as well as basic operations and functions of equipment. Emphasizes learning the alphanumeric keyboard, proper technique, and speed and control. This course is designed for students who have minimal or no keyboarding skills.

CIS 101 Adapted Word Processing I

3 or 5 Credit Hours • 90 or 150 Contact Hours (Lab)

Prerequisite: faculty consent required.

This course provides training in computer adaptations and alternative methods to assist persons with disabilities in accessing and using microcomputers to complete basic word processing functions. Topics include effective use of the adaptation, creation, editing, saving, retrieval, spell checking, printing, formatting, keyboard macros, fonts, tables, and special uses of word processing features.

CIS 102 Adapted Word Processing II

3 or 5 Credit Hours • 90 or 150 Contact Hours (Lab)

Prerequisite: CIS 101 and faculty consent.

This course continues training in computer adaptations and alternative methods to assist persons with disabilities in accessing and using microcomputers to complete advanced word processing functions which include advanced formatting, keyboard and input macros, fonts, columns, outlines, math, sort, setup, merge, and special uses of word processing features.

CIS 104 Introduction to Adaptations for Persons with Disabilities

3 Credit Hours • 45 Contact Hours (Lecture)

This course provides an introduction to the adaptation or alternative method which assists persons with disabilities in accessing and using microcomputers. This course covers adaptations and alternative methods which are dependent upon student need and interest to include screen enlargement programs, screen readers with speech synthesization, Braille, keyboard modification, word prediction, voice recognition, alternative data entry methods, and reading/language enhancement programs.

CIS 106 Show Me The Computer

Grading: S/U only

1 Credit Hour • 15 Contact Hours (Lecture)

This course focuses on the needs and interests of students entering the workforce in the 21st century. The student will learn some of the applications available in Microsoft Windows and how to use its features to create realistic business and personal documents.

CIS 110 Introduction to PC Operating Systems: DOS

2 Credit Hours • 30 Contact Hours (Lecture)

This course introduces concepts, terminology, and skills in the use of an operating system. The emphasis will be on understanding and using an operating system in a practical way in order to complement the student's use of application software on the microcomputer.

CIS 112 Introduction to Windows: '98

1 Credit Hour • 15 Contact Hours (Lecture)

This course introduces the functions and capabilities of Microsoft Windows. Topics include using configuring, and modifying the operating environment.

CIS 115 Introduction to Computer Information Systems

3 Credit Hours • 45 Contact Hours (Lecture)

This course is an overview of the needs for and roles of computer information systems. Emphasis is on computer requirements in organizations, history, hardware functions, programming, systems development, and computer operations. Introduces computer applications and programming.

CIS 117 Introduction to Claris Word Processing

.5 Credit Hours • 7.5 Contact Hours (Lecture)

Special Grading: S/U only

This course introduces the features of Claris Works Word Processing. Students will learn how to create, format, edit, save and print documents. Keyboarding skill is required.

CIS 118 Introduction to PC Applications

3 Credit Hours • 45 Contact Hours (Lecture)

This course reviews standard software packages available to support a microcomputer-based work station. Included are descriptions of and hands-on work with word processors, spreadsheets, file and database management systems, and other common application packages.

CIS 119 Introduction to Claris Spreadsheets

.5 Credit Hours • 7.5 Contact Hours (Lecture)

Special Grading: S/U only

This course introduces the features of Claris Works Spreadsheets. Students will develop a working knowledge of electronic spreadsheets including calculations, built-in functions and spreadsheet design.

CIS 120 Word Processing I - WordPerfect (WIN) or Microsoft Word

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: Typing ability of 30 wpm or faculty consent.

This course introduces the features of WordPerfect or Word word processing software. Students learn to create, format, edit, save, and print various documents. Keyboarding skill is required.

CIS 122 Word Processing II - WordPerfect (WIN) or Microsoft Word

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: CIS 120 or faculty consent.

Continues to build on word processing skills learned in CIS 120. Topics include merge, sort, macros, tables, and graphics.

CIS 125 Introduction to Windows '98

.5 Credit Hours • 7.5 Contact Hours (Lecture)

Special Grading: S/U only

This course introduces concepts, terminology, and skills associated with the use of the Windows '98 operating system. Emphasis will be on understanding and using the operating system in a practical way in order to complement the students' use of application software on the microcomputer.

CIS 126 Introduction to Word (WIN)

.5 Credit Hours • 7.5 Contact Hours (Lecture)

Special Grading: S/U only

This course introduces the features of MS Word for Windows. Students will learn how to create, format, edit, save, and print documents. Keyboarding skill is required.

CIS 127 Introduction to Excel (WIN)

.5 Credit Hours • 7.5 Contact Hours (Lecture)

Special Grading: S/U only

This course introduces the features of MS Excel for Windows. Students will develop a working knowledge of electronic spreadsheets including calculations, built-in functions, and spreadsheet design.

CIS 128 Introduction to PowerPoint(WIN)

.5 Credit Hours • 7.5 Contact Hours (Lecture)

Special Grading: S/U only

This course introduces the features of MS PowerPoint for Windows. Students will develop a basic working knowledge of how to create presentation graphics materials using MS PowerPoint.

CIS 129 Introduction to Internet (PC)

.5 Credit Hours • 7.5 Contact Hours (Lecture)

Special Grading: S/U only

This introductory class is designed to provide basic knowledge of the Internet. The class will explain the essential structure and differences between the Internet and the World Wide Web. Students will learn how to use different browsers, visit the Web sites world-wide, search for specific information.

CIS 130 Introduction to the Internet

2 Credit Hours • 30 Contact Hours (Lecture)

This course introduces the Internet, the global network of computer networks. The Internet's resources and tools are explored. Topics include history, topology, e-mail, listserv, telnet, ftp, World Wide Web, and various search engines.

CIS 131 Introduction to Web Authoring: HTML

1 Credit Hour • 15 Contact Hours (Lecture)

Prerequisite: CIS 130 or faculty consent

This course introduces web-authoring software. Students will design and prepare simple documents for delivery on the World Wide Web.

CIS 133 Advanced Web Authoring: Front Page

1 Credit Hour • 15 Contact Hours (Lecture)

Prerequisite: CIS 131 or faculty consent

This course continues to build on the skills learned in the previous course, using advanced authoring techniques.

CIS 136 Presentation Graphics: Powerpoint

3 Credit Hours • 45 Contact Hours (Lecture)

This course will focus on the development of presentation graphics materials including graphs, charts, illustrations, and diagrams. Emphasis will be on effective communication through computerized presentations.

CIS 137 Desktop Publishing

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: CIS 122 or faculty consent.

Introduction to basic concepts and office applications for desktop (electronic) publishing. Text entry, page design and layout, and graphics.

CIS 140 Introduction to PC Database: Access

1 Credit Hour • 15 Contact Hours (Lecture)

This course introduces the functions of data-base. It includes skills such as file creation, searches, sorts, simple editing and indexing.

CIS 141 Intermediate PC Database: Access

1 Credit Hour • 15 Contact Hours (Lecture) May be repeated for a maximum of three credits.

Prerequisite: CIS 140 or faculty consent

This course continues to build on database application skills.

CIS 142 Advanced PC Database: Access

1 Credit Hour • 15 Contact Hours (Lecture)

Prerequisite: CIS 141 or faculty consent

This course continues to build on database application skills.

CIS 145 PC Database Concepts: Access

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: CIS 115 or faculty consent

This course introduces the operations of a PC database management system. Topics may include database design, table operations, searches, sorts, edits, queries, forms, and reports.

CIS 147 Introduction to Homepage Development

.5 Credit Hours • 7.5 Contact Hours (Lecture)

Special Grading: S/U only

This class will explain the essential structure of the World Wide Web and its reliance on hypertext. The student will learn the basic features necessary for creating World Wide Web documents.

CIS 148 Introduction to PC Troubleshooting

.5 Credit Hours • 7.5 Contact Hours (Lecture)

Special Grading: S/U only

This course introduces the concepts, terminology, and skills needed to identify and communicate basic troubleshooting techniques associated with the operation of a microcomputer. It will include the terminology, organization, and function of networking microcomputers.

CIS 150 Introduction to PC Spreadsheets: Excel

1/3* Credit Hour • 15 Contact Hours (Lecture)

**Variable (3 credit hours earned for CCC-Online)*

This course introduces the student to concepts and applications of an electronic spreadsheet. Topics include calculations, built-in functions, spreadsheet design, and introduction to graphics. Additional topics may include tables and macros.

CIS 151 Intermediate PC Spreadsheets: Excel

1 Credit Hour • 15 Contact Hours (Lecture)

Prerequisite: CIS 150 or faculty consent

This course continues to build on electronic spreadsheet skills.

CIS 152 Advanced PC Spreadsheets: Excel

1 Credit Hour • 15 Contact Hours (Lecture)

Prerequisite: CIS 151 or faculty consent

This course continues to build on electronic spreadsheet skills.

CIS 166 Visual Basic Programming

3 Credit Hours • 45 Contact Hours (Lecture)

An introductory course using the Visual Basic Programming language. Topics may include program design, input/output, decisions, loops, arrays, functions, arithmetic, and VB topics such as form layout and design, control properties and methods, event and general procedures, and modules.

CIS 167 C Language Programming: C++

3 Credit Hours • 45 Contact Hours (Lecture)

This course introduces the C++ programming language. Topics may include data types, decision-making, input and output processes, and common programming and data structures, functions, and pointers.

CIS 168 Java Programming

3 Credit Hours • 45 Contact Hours (Lecture)

This course introduces students to Java programming basics such as threads, event handlers, procedures, user interfaces and multimedia. Multiple applets will be written and tested.

CIS 175 Introduction to Telecommunications

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: CIS 115 or faculty consent

This course introduces the student to the concepts of telecommunication/data communication. Topics include hardware devices, transmission characteristics, network configurations, codes and modes of transmission, software, and protocols.

CIS 206 Cisco Network Associate, Level I

5 Credit Hours • 75 Contact Hours (Lecture)

This course focuses on networking fundamentals including the OSI model and industry standards, network topologies, IP addressing, subnetting, and basic network design. A working knowledge of WIN 95/98, Netscape, and DOS is helpful although not required. Students will participate in hands-on activities involving cabling, LAN design, and construction. Includes extensive on-line curriculum study in addition to classroom lectures.

CIS 207 Cisco Network Associate, Level II

5 Credit Hours • 75 Contact Hours (Lecture)

Prerequisite: CIS 206 or faculty consent

This course focuses on router theory and router technologies including introductory configuration, routed and routing protocols, and an introduction to LAN switching. Includes hands-on activities in addition to on-line curriculum study and classroom lectures.

CIS 208 Cisco Network Associate, Level III

5 Credit Hours • 75 Contact Hours (Lecture)

Prerequisite: CIS 207 or faculty consent

This course introduces advanced routing and switching including advanced router configurations, LAN switching, network management, and advanced network design. Includes hands-on activities in addition to on-line curriculum study and classroom lectures.

CIS 209 Cisco Network Associate, Level IV

5 Credit Hours • 75 Contact Hours (Lecture)

Prerequisite: CIS 208 or faculty consent

This course focuses on project-based learning which includes advanced network design projects and advanced network management projects. Upon completion of this course and the previous three levels, the student will be qualified to take the Cisco Certified Network Associate examination.

CIS 215 Natural Resource Computer Analysis and Modeling

2 Credit Hours • 45 Contact Hours (Lecture/Lab Combination)

This advanced technical GIS course emphasizes the analyzing and modeling of GIS and GPS data. The students will use actual data from case studies to create maps, tables, charts, and models of the information. ARC INFO, ARC VIEW, and ARC CAD software packages will be stressed.

CIS 222 Applied Programming and Micro Projects

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: CIS 166 or CIS 167, or CIS 260 and CIS 145, or faculty consent

This course requires students to take four problem statements, decide which program language would be better utilized with those statements, program, and make each fully operational. Additional requirement is maintenance on an existing fully operational, fully documented program.

CIS 260 COBOL Programming

3 Credit Hours • 45 Contact Hours (Lecture)

This is a computer programming course in which elements of the COBOL language are taught. Students will design, code, debug and document solutions to a variety of business-oriented problems.

CIS 261 Advanced COBOL Programming

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: CIS 260 or faculty consent

This is a continuation of the study of COBOL programming language. Emphasis will be placed on teaching students the more sophisticated capabilities of COBOL.

CIS 266 Advanced Visual Basic Programming

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: CIS 166 or faculty consent

This course continues from the study of Visual Basic Programming. Emphasis will be placed on developing more complex programs. Topics may include OLE, DDE, DLLs, custom controls, database, and telecommunications.

CIS 267 Advanced C Language Programming

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: CIS 167 or faculty consent

This course continues the study of C++ begun in CIS 167. Topics may include pointers, arrays, linked lists, stacks and queues, trees and advanced user interfaces such as menus, windows, and cursor control.

CIS 276 Systems Analysis and Design

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: CIS 115 or faculty consent

This course introduces the student to the materials, techniques, procedures, and human interrelations involved in developing computer information systems. Topics covered include the systems approach, fact gathering techniques, forms design, input/output, file design, file organization, various charting techniques, system audits on controls, project management, implementation and evaluation.

CIS 279 Computer Information Systems Management

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: CIS 115 or faculty consent

This course introduces the concepts and techniques of managing computer-based information resources. Topics include hardware, software, personnel, control techniques, and the placement and integration of information system resources within the organization.

Computer Science

CSC 105 Computer Literacy

3 Credit Hours • 45 Contact Hours (Lecture)

This course is an introduction to computers. It includes the history of computers and their impact on society. Students will learn microcomputer terminology as well as criteria for evaluating software and hardware. Students will develop a working knowledge of an operating systems and several microcomputer applications. The microcomputer applications will include a word-processing, a spreadsheet, and a database.

CSC 116 Problem Solving With EXCEL

3 Credit Hours • 60 Contact Hours (30 Lecture, 30 Lab)

Computer programming using EXCEL language. Applications in science, social science, and mathematics. Examples of everyday use of personal computers presented.

CSC 148 FORTRAN Programming

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: MAT 105 or computer science faculty consent

Students will acquire programming skills using the FORTRAN programming language. Topics include program design, data types, looping structures, formatted and unformatted input/output, array and matrix processing, character manipulations, functions and subroutines, and sequential and direct file applications.

CSC 160 Computer Science I

4 Credit Hours • 75 Contact Hours (45 Lecture, 30 Lab)

Prerequisite: MAT 105 or computer science faculty consent

This course will introduce students to the discipline of computer science. Topics covered will include algorithm development, data representation, arithmetic and logical expressions, sub-programs and input/output operations using a structured programming language.

CSC 161 Computer Science II

4 Credit Hours • 75 Contact Hours (45 Lecture, 30 Lab)

Prerequisite: CSC 160

This course continues the structured algorithm development and problem solving techniques begun in Computer Science I. Students gain experience in the use of data structures and the design of larger software projects. Intensive computer laboratory experience required.

CSC 165 Discrete Structures

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: CSC 160, MAT 121

This course prepares student for a fundamental understanding of computing and computer science. Topics covered will include set theory, Boolean algebra, relations, functions, graph theory and techniques for formal reasoning. Credit will be granted for CSC 165 or MAT 165, but not for both.

CSC 225 Computer Organization

4 Credit Hours • 75 Contact Hours (45 Lecture, 30 Lab)

Prerequisite: CSC 160

This course introduces the student to the organization of a computer at a logic level. Topics covered will include numbering systems, logic, digital systems, machine level representation of data, assembly level organization and memory system organization.

CSC 240 ADA* Programming

3 Credit Hours • 60 Contact Hours (30 Lecture, 30 Lab)

The student will learn to program in ADA. Topics include overloading procedures/functions, the package concept, data types, scope and visibility, binding modes, variant records, discriminants, and tasking. Credit will be granted for CSC 240 or CIS 218, but not for both.

*Registered trademark of U.S. Government (AJPO)

Criminal Justice Administration

CRJ 110 Introduction to Criminal Justice

3 Credit Hours • 45 Contact Hours (Lecture)

A study of the agencies and processes involved in the criminal justice system; the legislature, the police, the prosecutor, the public defender, the courts, and corrections. An analysis of the roles of problems of the criminal justice system in a democratic society, with an emphasis upon inter-component relations and checks and balances.

CRJ 111 Substantive Criminal Law

3 Credit Hours • 45 Contact Hours (Lecture)

Legal definitions of crime; purposes and functions of the law; historical foundations of the limits of the criminal law.

CRJ 112 Procedural Criminal Law

3 Credit Hours • 45 Contact Hours (Lecture)

Constitutional and procedural considerations affecting arrest, search and seizure, post-conviction treatment, origin, development, philosophy and constitutional basis of evidence. Degrees of evidence and rules governing admissibility; judicial decisions interpreting individual rights and case studies.

CRJ 113 Criminal Justice Information Systems

3 Credit Hours • 60 Contact Hours (30 Lecture, 30 Lab)

Designed to familiarize the student with state, federal and county information systems and procedures and how they are interrelated in the criminal justice systems. Lab emphasis will incorporate a computer composite, crime scene diagramming, and traffic accident reconstruction programs. Additional emphasis will be placed on teletype entry and interpreting, including NCIC and CCIC as well as other computer-related systems.

CRJ 115 Law Enforcement Driving

3 Credit Hours • 60 Contact Hours (30 Lecture, 30 Lab)

Prerequisite: Valid motor vehicle operators license, CRJ Majors Only.

Skills and knowledge necessary to operate a motor vehicle safely, efficiently, and effectively. Skills to simulate actual conditions normally encountered in routine driving function including E.V.O. and pursuit possibilities. This course meets P.O.S.T. certification requirements for mini-skills training.

CRJ 116 Civil Liability

2 Credit Hours • 30 Contact Hours (Lecture)

This course covers aspects of civil liability to which law enforcers are likely to subject themselves to. Constitutional torts, intentional torts, negligence, as well as defenses to these types of lawsuits are analyzed.

CRJ 117 Defensive Tactics

3 Credit Hours • 60 Contact Hours (15 Lecture, 45 Vocational Lab)

Prerequisite: CRJ Majors Only

Special Grading: S/U Only

Hand-to-hand defense most commonly utilized by law enforcement personnel. Various holds, throws, breaking holds, blow parries, and counterattacks as well as use of the baton and other weapons are covered.

CRJ 118 Report Writing

3 Credit Hours • 45 Contact Hours (Lecture)

This course is designed to teach the fundamentals for preparing criminal justice reports, who uses them, what information must be included, how to organize it, and how to write rep in clear, concise language that will communicate the maximum amount of factual information. Special emphasis will be placed on spelling, punctuation, and paragraphing.

CRJ 125 Law Enforcement Operations

3 Credit Hours • 45 Contact Hours (Lecture)

An in-depth examination of the complexity and multi-dimensional aspects of the police role and career; police discretion; police values and culture of modern America. The role and functions of the police occupational, social, political and organizational context.

CRJ 135 Judicial Function

3 Credit Hours • 45 Contact Hours (Lecture)

Examines the criminal court system and criminal process with an analysis of the major judicial decision makers, i.e., prosecutors, defense attorneys, judges, and the discretionary aspects of adjudication.

CRJ 140 Introduction to Retail Security

2 Credit Hours • 30 Contact Hours (Lecture)

This course covers essentials of retail store security, internal and external security factors in the prevention of pilferage, detection and suppression of shoplifting, and security devices and practices.

CRJ 141 Introduction to Industrial Security

2 Credit Hours • 30 Contact Hours (Lecture)

This course covers private security practices and functions dealing with industrial oriented problems. Also included are criminal and civil law restrictions, total responsibilities, development and operation of security forces, and administration and management structures and policies.

CRJ 145 Correctional Process

3 Credit Hours • 45 Contact Hours (Lecture)

Post-conviction corrections process; the development of a correctional philosophy, theory, and practice; a description of institutional operation, programming and management; community-based corrections, probation, and parole.

CRJ 146 Community Based Corrections

3 Credit Hours • 45 Contact Hours (Lecture)

This course is designed to enlighten and inform students on alternative to formal incarceration for criminal offenders utilizing resources and facilities within the local community.

CRJ 160 Fingerprinting

3 Credit Hours • 60 Contact Hours (15 Lecture, 45 Vocational Lab)

Prerequisite: CRJ Majors Only

Technical terms used in fingerprinting, pattern interpretation, classification of fingerprints, lifting and photographing of fingerprints, and searching and filing procedures. Use and nomenclature of the fingerprinting camera and various kits and allied equipment.

CRJ 161 Police Pistol Training

2 Credit Hours • 45 Contact Hours (15 Lecture, 30 Lab)

Prerequisite: CRJ Majors Only

Basics of the use of deadly force; civil and criminal liabilities for police personnel. F.A.T.S. (firearms training system) is used to assist "on the range" shooting. Practical shooting skills are practiced with live ammunition on range targets.

CRJ 163 Advanced Firearms

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: CRJ 161, CRJ Majors Only

Continuation of Police Pistol Training with emphasis on Police Combat/Tactical Shooting techniques using the police revolver, semi-automatic pistol, and shotgun. This course covers the additional hours and training required by P.O.S.T. that allows testing for Colorado Police Officers P.O.S.T. Certification. Also see CRJ-203.

CRJ 201 Police Patrol Procedures

3/4 Credit Hours* • 45 Contact Hours (Lecture)

**Variable (3 credit hours on-campus/4 credit hours off-campus)*

Fundamentals of police patrol; personnel deployment; beat layouts; riot and crowd control; raids; mechanics of arrest; techniques of field interviewing and note taking. Disarming, searching, and handcuffing prisoners. Care of emergency equipment. Response techniques for high risk situations.

CRJ 203 F.A.T.S. Judgmental Shooting

1 Credit Hour • 22.5 Contact Hours (Vocational Lab)

Prerequisite: CRJ Majors Only

Class focuses on P.O.S.T. pre-testing requirements for tactical mind set and decision making involving the use of deadly force (along with CRJ 163). Opportunity to display skills learned in the use of deadly force by law enforcement officers. F.A.T.S. (Firearms Training System) is a laser pistol screen that puts the "Shoot – Don't Shoot" scenarios into lifelike projections to permit judgmental shooting decisions. The system grades judgment, shooting skills, and time involved in the decision-making processes, and permits in-depth discussion on improving skill levels.

CRJ 209 Criminal Investigation I

3 Credit Hours • 45 Contact Hours (Lecture)

This course covers the function of the preliminary investigation at a crime scene to include securing the scene, crime scene searchers, police drawings, and recognition and collection of evidence.

CRJ 210 Constitutional Law

3 Credit Hours • 45 Contact Hours (Lecture)

A study of the powers of government as they are allocated and defined by the United States Constitution; intensive analysis of United States Supreme Court decisions.

CRJ 211 Criminal Investigation II

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: CRJ 209

Continuation of CRJ 209. Follow-up investigation including an examination of death in all its aspects.

CRJ 212 Criminal Investigation III

2 Credit Hours • 30 Contact Hours (Lecture)

Prerequisite: CRJ 209

An in-depth study of the principles of conducting a complete and systematic interview and/or interrogation. Examines the psychological dynamics of persons falsifying information. Confessions, undercover operations, surveillance techniques, and survival skills unique to undercover operants are also components.

CRJ 213 Criminal Investigation IV

2 Credit Hours • 30 Contact Hours (Lecture)

Prerequisite: CRJ 209

This course covers arson and incendiarism, arson laws, and types of incendiary fires methods of determining fire cause, recognizing and preserving evidence, and interviewing and detaining witnesses, and procedures in handling juveniles, court procedure, and giving court testimony.

CRJ 215 Constitutional Rights of Inmates

3 Credit Hours • 45 Contact Hours (Lecture)

An overview of the justice system as it pertains to the constitutional rights of inmates, including civil and criminal liabilities, legal services and disciplinary proceedings.

CRJ 216 Juvenile Law and Procedures

3 Credit Hours • 45 Contact Hours (Lecture)

An in-depth analysis of the socio-legal operation of the Juvenile Court, focusing on the substantive and due process rights of minors. Analysis of legal reasoning underlying the juvenile law as it operates at all levels of government.

CRJ 218 Vice and Narcotics

2 Credit Hours • 30 Contact Hours (Lecture)

This course covers laws dealing with gambling, prostitution, sex crimes, and narcotics; special techniques employed in the detection, suppression, and apprehension of violators; effects of drugs and narcotics; identification of narcotics; and terminology.

CRJ 219 Police Intelligence

2 Credit Hours • 30 Contact Hours (Lecture)

This course covers how law enforcement agencies may apply intelligence in police operations and combat organized crime. Structure, training, staffing, security of intelligence units, and operating guidelines at a command level are also included.

CRJ 220 Human Relations and Social Conflicts

3 Credit Hours • 45 Contact Hours (Lecture)

Highlights of the environmental, organizational and socio-psychological dimensions of social control. Includes the study of individual attitudes, beliefs and behavior involved in role conflicts, community relations, and conflict management in the social structure.

CRJ 230 Criminology

3 Credit Hours • 45 Contact Hours (Lecture)

Examination of the question of crime causation from legal, social, political, psychological, and theoretical perspectives; history and development of criminology.

CRJ 236 Crisis Intervention

3 Credit Hours • 45 Contact Hours (Lecture)

Employees of criminal justice occupations are considered public servants. This course will demonstrate effective intervention skills in role-play situations and various aspects of crisis.

CRJ 241 Security of Specialized Facilities

2 Credit Hours • 30 Contact Hours (Lecture)

This course covers areas within the security field that require special knowledge, such as airport security, nuclear and atomic site control, clearance control, military and civilian integrated security systems, civil demonstrations, strikes, and riot control. Other areas included are specialized areas of accounting, computer control, foreign trade control, and industrial espionage.

CRJ 243 Security Administration

2 Credit Hours • 30 Contact Hours (Lecture)

This course covers administrative responsibilities in the security field; goal selection; personnel selection and training; applicable law; office, form, and personnel management; financial budgeting; and computerization.

CRJ 246 Traffic Investigation and Management

3 Credit Hours • 45 Contact Hours (Lecture)

An overview of the skills and concepts necessary to complete an accurate investigation of a traffic collision. Traffic management concepts, selective traffic enforcement and safety issues are discussed.

CRJ 250 Penology

3 Credit Hours • 45 Contact Hours (Lecture)

A historical and theoretical study of incarceration as punishment, deterrence, and incapacitation.

CRJ 251 Police Supervision Techniques

2 Credit Hours • 30 Contact Hours (Lecture)

The course covers basic problems of police supervision: role and function of police supervisor at various levels, training needs, and effective application of supervisory techniques to accomplish objectives.

CRJ 255 Organizational Management of Correctional Institutions

3 Credit Hours • 45 Contact Hours (Lecture)

This course consists of the history of penal and correctional management, organization of correctional institutions, management processes, leadership, control principles and implications for the future.

CRJ 260 Police Photography

3 Credit Hours • 60 Contact Hours (15 Lecture, 45 Vocational Lab)

This course consists of current methods and techniques of police photography. Use, nomenclature, and operation of 35mm and 4x4 cameras at simulated crime scenes and traffic accidents and the development, printing, and enlargement of photos are also components.

CRJ 262 Introduction to Crime Scene Technology

3 Credit Hours • 45 Contact Hours (Lecture)

A study of techniques used for identifying, collecting, and preserving of physical evidence at a crime scene. Includes collection of shoe and tire impressions, tool marks, detection and development of latent fingerprints, examination of glass fractures, and ballistics.

CRJ 264 Practical Crime Scene Investigation

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: CRJ 160, CRJ 209, CRJ 211, CRJ 260, CRJ 262

Students will process mock crime scenes from the preliminary through the follow-up investigation. Includes preparation and presentation of evidence for the criminal trial.

CRJ 268 Juvenile Caregiver

1 Credit Hour • 15 Contact Hours (Lecture)

This course will examine topics such as understanding discipline and punishment, building relationships, communicating effectively, interacting with juvenile offenders, and creating a healthy environment.

CRJ 269 Special Needs/Juvenile Offenders

3 Credit Hours • 45 Contact Hours (Lecture)

This course will examine the current and future trends in corrections regarding special needs offenders and juvenile offenders. As determinate sentencing requires offenders to be incarcerated for longer periods of time, the age of offenders has been and will continue to increase. The prison system is also experiencing an increase in the number of inmates with medical and psychological complications in with whom correctional officer needs to learn how to communicate. Juvenile offenders have also become an increasing percentage of the total correctional population. This course will allow the student to become aware of the juvenile correctional environment.

CRJ 275 Correctional Field Experience

2 Credit Hours • 90 Contact Hours (90 Work Experience)

Prerequisite: CRJ 110, CRJ 145

This course offers CRJ majors placement in an appropriate correctional area or facility. Required paper and log information provided at time of enrollment.

CRJ 276 Investigations Field Experience

2 Credit Hours • 90 Contact Hours (Work Experience)

Prerequisite: CRJ 209

This course provides students an opportunity to participate in a structured or supervised work setting in a recognized law enforcement agency. Students will work under the supervision of experienced personnel at the agency involved with a college instructor providing coordination. Students will work a minimum of 90 hours. Also, students will turn in a daily log on the experience. This course is intended to assist the students in applying classroom theory to practice by requiring them to observe and participate in the investigative process.

CRJ 277 Patrol Field Experience

2 Credit Hours • 90 Contact Hours (Work Experience)

Prerequisite: CRJ 201

This course provides students an opportunity to participate in a structured or supervised work setting in a recognized law enforcement agency. The student will work under the supervision of experienced personnel at the agency and with a college instructor providing coordination. Students will work a minimum of 90 hours. Also, students will turn in a daily log on the experience. This course is intended to assist the students in applying classroom theory to practice by requiring them to observe and participate in the law enforcement patrol setting.

Culinary Arts

CUA 101 Introduction to Food Production and Cooking

3 Credit Hours • 67.5 Contact Hours (Vocational Lab)

This course will introduce the various cooking methods used in the food service industry. Students will prepare items by using the following: dairy, grains, vegetables, fruits, and starches. Students will also prepare pastas from scratch, salads, sandwiches, farinaceous food products, plate presentation, and non-alcoholic beverages. Other topics presented will include culinary terminology, recipe reading, and recipe converting.

CUA 105 Restaurant Management and Menu Planning

3 Credit Hours • 67.5 Contact Hours (Vocational Lab)

This course will demonstrate the use of management skills training in the food service industry by use of student interaction and research. This course also demonstrates the various styles of menu development. Students will research the history of food and food service, including important contributions of individuals and related historical moments. Other topics covered include basic responsibility for food service personnel in all kitchen positions; scientific and human relation approach to management styles; advertising vs. publicity, job analysis, description specifications, and duty list as related to the recruiting and hiring process. Application, interview techniques training, supervision, morale, motivation, and discipline methods will also be examined. The menu card, its design, purpose, content, and construction will be presented to students in a hands-on construction approach. Menu pricing, customers desires, and needs will be emphasized. Dishware, flatware, and table furnishings are examined. Current and future trends and developments in the industry will be discussed.

CUA 106 Applied Food Service Sanitation

2 Credit Hours • 30 Contact Hours (Lecture)

This course will cover health and safety standards in the food service industry. Students will examine through the use of experimentation food spoilage, classifications of microorganisms, incidence of food borne illness, and infectious outbreaks. Responsibilities of food service establishments and protection agencies for the food service industry as well as HACCP analysis will also be researched.

CUA 116 Catering, Buffets, and Tableside Cooking

3 Credit Hours • 60 Contact Hours (30 Lecture, 30 Lab)

This course will focus on how to get started in the catering business. Included are recruiting, types of events, contacts, kitchen set-up, equipment, pricing, and menu development. Students will present and plan various stations of buffet set-ups. Students will learn and demonstrate techniques of tableside service and flambe cooking tableside. Students will also participate in basic ice carving demonstrations.

CUA 120 Wine and Spirits

2 Credit Hours • 45 Contact Hours (Vocational Lab)

In this course, students will examine types of beverages and equipment including wines, beers, spirits, bar equipment, and staffing. Profitability, marketing, federal and local laws, and service will be discussed. The history of making and processing wines, spirits, and beers will be studied.

CUA 125 Breakfast Line Cookery

3 Credit Hours • 67.5 Contact Hours (Vocational Lab)

The objective of this course is for the students to learn and prepare a la carte breakfast cookery and quantity breakfast cooker for sit-down and buffet affairs. Students will study various common menu items, French-style egg cookery, ticket reading, quality control, plate presentation, and equipment used for breakfast cookery.

CUA 127 Soups, Sauces, and Consommés

3 Credit Hours • 67.5 Contact Hours (Vocational Lab)

This course will cover the preparation of the five mother sauces and small sauces derived. Students will also prepare stocks, consommés, emulsified sauces, clear soups, pureed soups, chowders, national, and cream soups. Gravies and sauce garnishing will also be introduced.

CUA 128 Center of the Plate

3 Credit Hours • 67.5 Contact Hours (Vocational Lab)

This course will cover the main entree preparation and presentation. Students will demonstrate portion control, proper quality control, various cooking methods, the use of beef, chicken, fish shellfish, veal, pork, vegetarian items, and casserole recipes including basic butchery techniques. Entree garnishing and temperature identification will also be examined.

CUA 141 Baking Principles and Yeast Products

3 Credit Hours • 67.5 Contact Hours (Vocational Lab)

Students will prepare yeast raised bread dough, sweet dough, and Danish dough. Other items that students will prepare include puff pastry, pastry dough, quick breads, and cookie preparation. Bake shop principles, ingredients, high altitude conversions, equipment, and applied cooking methods will also be introduced and used in lab.

CUA 150 Baking: Cake and Pastry Preparation

NOTE: Certificate only.

3 Credit Hours • 67.5 Contact Hours (Vocational Lab)

Corequisite: CUA 141 or faculty consent

Students will examine the preparation and production of cakes and decorating. Items the students will prepare include high-fat or shortened cakes, low-fat foam, angel food, and chiffon cakes. Mixing methods, scaling, and make-up procedures will also be demonstrated. Students will also practice cake decorating and cake design presentation, using various ingredients and methods.

CUA 151 Baking: Intermediate Bread Preparation

NOTE: Certificate only.

3 Credit Hours • 67.5 Contact Hours (Vocational Lab)

Corequisite: CUA 141 or faculty consent

Students will prepare various types of bread products including French, rye, wheat, brioche, and croissants. The students will also demonstrate different styles of presentation including rolling, braiding, cloverleaf, parker-house, single knot, butter-flake, comb, and wreath shape. Other items that will be examined will include production steps, ingredients, and equipment that apply to course training.

CUA 152 Individual Fancy Dessert Production

NOTE: Certificate only.

3 Credit Hours • 67.5 Contact Hours (Vocational Lab)

Corequisite: CUA 141 or faculty consent

This course will include the preparation and decoration of individual desserts. Students will prepare cream horns, napoleons, clairs, cream puffs, marzipan fruits, marzipan sculptures, tarts, flambéd desserts, international desserts, pastry shells, pulled sugar, blown sugar, spun sugar, and individual chocolate design decorations. Students will research and locate dessert menus/recipes to be used in lab production.

CUA 156 Nutrition for the Food Service Professional

3 Credit Hours • 45 Contact Hours (Lecture)

This course will cover information regarding nutrition in the food service industry. Topic areas will include fats, carbohydrates, protein, vitamins, minerals, additives, and chemical pesticides. Students will use the food pyramid in relation to menu analysis. The digestive system for food intake will be examined through video presentation. Students will examine product labels, using information from the Food and Drug Administration.

CUA 162 Purchasing for the Food Service Industry

4 Credit Hours • 60 Contact Hours (Lecture)

Students will examine the history of volume food service including food cost control, operational costs, purchasing procedures, operational controls, receiving, storage techniques, and storekeeping duties, purchase orders, food purveyor bidding procedures, and analysis of product quality versus cost relation.

CUA 201 Advanced Cuisine and Garde Manger

4 Credit Hours • 82.5 Contact Hours (15 Lecture, 67.5 Vocational Lab)

Corequisite: CUA 101, CUA 106, CUA 127, or faculty consent

This course will cover advanced menu writing including ethnic foods and specialty products. Students will demonstrate preparation of pates, terrines, galantines, balantines, mousses, forcemeats, and sausage preparation. Students will also examine and prepare cold decorative centerpieces and food show style display items.

CUA 233 Advanced Line Cooking and Preparation

4 Credit Hours • 82.5 Contact Hours (15 Lecture, 67.5 Vocational Lab)

Corequisite: CUA 101, CUA 106, CUA 127, or faculty consent

Students will demonstrate the preparation and proper cooking of advanced a la carte style items including chateaubriand of beef, deglazing sauce work, rib roast, Yorkshire pudding, and pre-tableside cooking preparation. Other areas that will be covered include ticket timing, duties of the saucier, broiler cook, fry cook, and line expeditor.

CUA 236 Advanced Baking

NOTE: Certificate only.

3 Credit Hours • 67.5 Contact Hours (Vocational Lab)

Corequisite: CUA 106, CUA 150, CUA 151, or faculty consent

In this course, the students will demonstrate centerpiece production including salt dough sculptures, tray presentations, confections, parfais, mousses, baked custards, ice creams, frozen desserts, baked Alaska, and decorative fruit meringue molds. Students will also practice dessert sauce presentation and plate painting.

CUA 271 Food Service Internship I

4 Credit Hours • 150 Contact Hours (15 Lecture/135 Field Experience)

Supervised experience in a food service establishment. Students will need to demonstrate with the instructor that on-the-job training is being provided by utilizing the Colorado Core Competency Standards with the employer. Students must also fill out time sheets and employer evaluations for the on-the-job training.

CUA 272 Food Service Internship II

4 Credit Hours • 150 Contact Hours (15 Lecture/135 Field Experience)

Prerequisite: CUA 271

This course continues from CUA 271.

Customer Service Technology

CST 115 Introduction to Customer Service

3 Credit Hours • 45 Contact Hours (Lecture)

This survey course will prepare the student for advanced study in customer service technology. Students will have an opportunity to take personality tests to determine if they are suited for employment in this field. An extensive vocabulary of customer service terms will be developed, and students will understand the basics of customer service. Students will be exposed to such topics as developing customer rapport, telephone techniques, professional attitudes, communication models, and dealing with angry customers.

CST 221 Advanced Customer Service Concepts

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: CST 115 or faculty consent

Students will learn how to respond to complex customer requirements and to efficiently handle difficult and negative people through conflict resolution. Some customer service management concepts will be introduced including teams, empowerment, customer satisfaction measurement, and total quality management concepts as they relate to customer service, motivation, and employee recognition programs.

Dance

DAN 111 Modern Dance I

1 Credit Hour • 30 Contact Hours (Lab)

Prerequisite: ENG 060 or faculty consent

Basic techniques of modern dance emphasizing dance vocabulary, fundamental exercises, and the basic elements of dance. May be repeated for a maximum of three credits.

DAN 112 Modern Dance II

1 Credit Hour • 30 Contact Hours (Lab)

Prerequisite: ENG 060 or faculty consent

Continuation of DAN 111.

DAN 113 Modern Dance III

1 Credit Hour • 30 Contact Hours (Lab)

Prerequisite: ENG 060 or faculty consent

Continuation of DAN 112.

DAN 121 Jazz Dance I

1 Credit Hour • 30 Contact Hours (Lab)

Prerequisite: ENG 060 or faculty consent

Jazz techniques concentrating on elementary rhythms and isolation of body parts. May be repeated for a maximum of three credits.

DAN 122 Jazz Dance II

1 Credit Hour • 30 Contact Hours (Lab)

Prerequisite: ENG 060 or faculty consent

Continuation of DAN 121.

DAN 123 Jazz Dance III

1 Credit Hour • 30 Contact Hours (Lab)

Prerequisite: ENG 060 or faculty consent

This course continues from DAN 122.

DAN 125 History of Dance I

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: ENG 060 or faculty consent

Introduces the history of dance as an art form. Examines dance from classical Greece through the Renaissance, including court and classical ballet, to modern dance with African and Caribbean influences.

DAN 131 Ballet I

1 Credit Hour • 30 Contact Hours (Lab)

Prerequisite: ENG 060 or faculty consent

Introduces the basic techniques of ballet which are built upon a knowledge of ballet terminology, fundamental exercises, and the basic elements of dance. May be repeated for a maximum of three credits.

DAN 132 Ballet II

1 Credit Hour • 30 Contact Hours (Lab)

Prerequisite: ENG 060 or faculty consent

Continuation of Ballet I with emphasis on intermediate skills level.

DAN 133 Ballet III

1 Credit Hour • 30 Contact Hours (Lab)

Prerequisite: ENG 060 or faculty consent

Continuation of Ballet II with emphasis on advanced skills level.

DAN 141 Regional Dances

.5-1 Credit Hour • 15-30 Contact Hours (Lab)

Prerequisite: ENG 060 or faculty consent

Introduces the basic terminology, techniques, and routines of several dances from a specific country or region. Students will become familiar with the music, costumes, and customs related to the dances they study.

DAN 142 Regional Dances II

1 Credit Hour • 30 Contact Hours (Lab)

Prerequisite: DAN 141

Continuation of DAN 141. Partners are not required.

DAN 211 Dance Composition

1 Credit Hour • 22.5 Contact Hours (Vocational Lab)

Prerequisite: REA 090, ENG 100

This course focuses on principles of choreography and the development of individual expressive style.

Deaf Prep

DEP 011 American Sign Language I – Deaf Prep

3 Credit Hours • 67.5 Contact Hours (Vocational Lab)

This course allows students to expand and refine skill in expressing their thoughts and ideas by using ASL. ASL grammar principles are taught, and the history and originators of ASL are introduced along with the lives of successful people who are deaf or hard of hearing. Topics are bridged to other classes and to life experiences.

DEP 012 American Sign Language II – Deaf Prep

3 Credit Hours • 67.5 Contact Hours (Vocational Lab)

This course allows students to expand and refine skill in expressing their thoughts and ideas by using ASL. ASL grammar principles are taught, and the history and originators of ASL are introduced along with the lives of successful people who are deaf or hard of hearing. Topics are bridged to other classes and to life experiences.

DEP 013 American Sign Language III – Deaf Prep

3 Credit Hours • 67.5 Contact Hours (Vocational Lab)

This course allows students to expand and refine skill in expressing their thoughts and ideas by using ASL. ASL grammar principles are taught, and the history and originators of ASL are introduced along with the lives of successful people who are deaf or hard of hearing. Topics are bridged to other classes and to life experiences.

DEP 014 American Sign Language IV – Deaf Prep

3 Credit Hours • 67.5 Contact Hours (Vocational Lab)

This course allows students to expand and refine skill in expressing their thoughts and ideas by using ASL. ASL grammar principles are taught, and the history and originators of ASL are introduced along with the lives of successful people who are deaf or hard of hearing. Topics are bridged to other classes and to life experiences.

DEP 021 Critical Thinking I

2 Credit Hours • 45 Contact Hours (Vocational Lab)

Taught in American Sign Language, this course follows the Feuerstein Instrumental Enrichment I program to develop students' critical thinking skills. Other activities involving decision making, cooperation, and problem solving are included. Skills developed here are bridged to all other classes as well as to life situations.

DEP 022 Critical Thinking II

2 Credit Hours • 45 Contact Hours (Vocational Lab)

Taught in American Sign Language, this course follows the Feuerstein Instrumental Enrichment I program to develop students' critical thinking skills. Other activities involving decision making, cooperation, and problem solving are included. Skills developed here are bridged to all other classes as well as to life situations.

DEP 023 Critical Thinking III

2 Credit Hours • 45 Contact Hours (Vocational Lab)

Taught in American Sign Language, this course follows the Feuerstein Instrumental Enrichment I program to develop students' critical thinking skills. Other activities involving decision making, cooperation, and problem solving are included. Skills developed here are bridged to all other classes as well as to life situations.

DEP 024 Critical Thinking IV

2 Credit Hours • 45 Contact Hours (Vocational Lab)

Taught in American Sign Language, this course follows the Feuerstein Instrumental Enrichment I program to develop students' critical thinking skills. Other activities involving decision making, cooperation, and problem solving are included. Skills developed here are bridged to all other classes as well as to life situations.

DEP 031 English I

5 Credit Hours • 112.5 Contact Hours (Vocational Lab)

Taught in American Sign Language, this course focuses on reading for understanding, writing with purpose, and translating ASL to standard English, with secondary emphasis on English grammar and academic writing, based on students' individual needs and goals. Cross-curricular reading and writing are required, and skills are bridged to life experience.

DEP 032 English II

5 Credit Hours • 112.5 Contact Hours (Vocational Lab)

Taught in American Sign Language, this course focuses on reading for understanding, writing with purpose, and translating ASL to standard English, with secondary emphasis on English grammar and academic writing, based on students' individual needs and goals. Cross-curricular reading and writing are required, and skills are bridged to life experience.

DEP 033 English III

5 Credit Hours • 112.5 Contact Hours (Vocational Lab)

Taught in American Sign Language, this course focuses on reading for understanding, writing with purpose, and translating ASL to standard English, with secondary emphasis on English grammar and academic writing, based on students' individual needs and goals. Cross-curricular reading and writing are required, and skills are bridged to life experience.

DEP 034 English IV

5 Credit Hours • 112.5 Contact Hours (Vocational Lab)

Taught in American Sign Language, this course focuses on reading for understanding, writing with purpose, and translating ASL to standard English, with secondary emphasis on English grammar and academic writing, based on students' individual needs and goals. Cross-curricular reading and writing are required, and skills are bridged to life experience.

DEP 041 Mathematics I

3 Credit Hours • 67.5 Contact Hours (Vocational Lab)

Taught in American Sign Language, this course focuses on deficits in basic mathematics that deaf students experience. The emphasis is on basic operations with whole numbers, fractions, and decimals with additional work in the areas of mathematics vocabulary, word problems, and estimating. Topics are bridges to other classes and to life experiences.

DEP 042 Mathematics II

3 Credit Hours • 67.5 Contact Hours (Vocational Lab)

Taught in American Sign Language, this course focuses on deficits in basic mathematics that deaf students experience. The emphasis is on basic operations with whole numbers, fractions, and decimals with additional work in the areas of mathematics vocabulary, word problems, and estimating. Topics are bridges to other classes and to life experiences.

DEP 043 Mathematics III

3 Credit Hours • 67.5 Contact Hours (Vocational Lab)

Taught in American Sign Language, this course focuses on deficits in basic mathematics that deaf students experience. The emphasis is on basic operations with whole numbers, fractions, and decimals with additional work in the areas of mathematics vocabulary, word problems, and estimating. Topics are bridges to other classes and to life experiences.

DEP 044 Mathematics IV

3 Credit Hours • 67.5 Contact Hours (Vocational Lab)

Taught in American Sign Language, this course focuses on deficits in basic mathematics that deaf students experience. The emphasis is on basic operations with whole numbers, fractions, and decimals, with additional work in the areas of mathematics vocabulary, word problems, and estimating. Topics are bridges to other classes and to life experiences.

DEP 051 Resource Management I

2 Credit Hours • 45 Contact Hours (Vocational Lab)

Taught in American Sign Language, this course encourages students to recognize, utilize, and manage resources within themselves, their families, peer groups, communities, and throughout their world. Career choices and readiness are explored and refined to give students a clearer picture of their options. Cross-curricular exercises are required, and topics are bridged to life experiences.

DEP 052 Resource Management II

2 Credit Hours • 45 Contact Hours (Vocational Lab)

Taught in American Sign Language, this course encourages students to recognize, utilize, and manage resources within themselves, their families, peer groups, communities, and throughout their world. Career choices and readiness are explored and refined to give students a clearer picture of their options. Cross-curricular exercises are required, and topics are bridged to life experiences.

DEP 053 Resource Management III

2 Credit Hours • 45 Contact Hours (Vocational Lab)

Taught in American Sign Language, this course encourages students to recognize, utilize, and manage resources within themselves, their families, peer groups, communities, and throughout their world. Career choices and readiness are explored and refined to give students a clearer picture of their options. Cross-curricular exercises are required, and topics are bridged to life experiences.

DEP 054 Resource Management IV

2 Credit Hours • 45 Contact Hours (Vocational Lab)

Taught in American Sign Language, this course encourages students to recognize, utilize, and manage resources within themselves, their families, peer groups, communities, and throughout their world. Career choices and readiness are explored and refined to give students a clearer picture of their options. Cross-curricular exercises are required, and topics are bridged to life experiences.

DEP 061 Study Skills I

2 Credit Hours • 45 Contact Hours (Vocational Lab)

Taught in American Sign Language, this course focuses on standard study skills as well as skills unique to deaf students, such as those necessary to work well with interpreters, note takers, and tutors. Topics are bridged to other classes and to life experiences.

DEP 062 Study Skills II

2 Credit Hours • 45 Contact Hours (Vocational Lab)

Taught in American Sign Language, this course focuses on standard study skills as well as skills unique to deaf students, such as those necessary to work well with interpreters, note takers, and tutors. Topics are bridged to other classes and to life experiences.

Dental Assisting

DEA 101 Dental Science

5 Credit Hours • 75 Contact Hours (Lecture)

Introduces the history of the dental profession, dental terminology, head and neck anatomy and histology, dental ethics and jurisprudence, oral pathology, and current trends in dentistry.

DEA 102 Principles of Clinical Practice

7 Credit Hours • 165 Contact Hours (45 Lecture, 120 Lab)

Corequisite: DEA 101 or program coordinator consent

Techniques used in four-handed dentistry, instrument identification, and sterilization. Aseptic procedures are stressed. Armanentarium for specific tray setups to include all dental specialties with emphasis on applied psychology, special needs, and the geriatric population.

DEA 106 Preventive and Dental Emergency Procedures

5 Credit Hours • 135 Contact Hours (15 Lecture, 120 Lab)

Prerequisite: DEA 101, DEA 102 or program coordinator consent

Techniques in preventive dentistry, therapeutics examining the oral cavity, taking proper health history, coronal polishing, and diet counseling. Emphasis in nutrition and pharmacology and recognition of and assistance in treatment of emergencies in the dental office. Includes CPR certification.

DEA 108 Dental Radiology I

3 Credit Hours • 60 Contact Hours (15 Lecture, 45 Lecture/
Lab Combination)

Corequisite: DEA 101 or program coordinator consent

Topics include radiographic history, darkroom procedures, technical aspects of x-ray production, radiographic safety and infection control procedures. Laboratory experience includes exposing and processing radiographs aseptically. Students must be a minimum of 18 years of age to enroll.

DEA 109 Dental Radiology II

3 Credit Hours • 60 Contact Hours (15 Lecture, 45 Lecture/
Lab Combination)

Prerequisite: DEA 101, DEA 108

Topics include theory and technique of exposing intraoral and extraoral radiographs on adults, children, edentulous, and special needs patients. Dental anatomy, radiographic interpretation and aseptic techniques will be stressed. The student will expose radiographs on the x-ray mannequin and patients. Students must be a minimum of 18 years of age to enroll.

DEA 111 Dental Office Procedures

3 Credit Hours • 75 Contact Hours (15 Lecture, 60 Lab)

Prerequisite: DEA 101, DEA 102, DEA 108, DEA 114

Corequisite: DEA 106, DEA 109, DEA 115

This course covers office management and clerical practices. Scheduling appointments; completing daily records, insurance and tax forms; bookkeeping and recall systems; and ordering supplies. Opportunity for application in an office or clinical setting as part of the American Dental Association's requirement of 300 clinical internship hours.

DEA 114 Dental Materials I

3 Credit Hours • 67.5 Contact Hours (Lecture/Lab Combination)

Corequisite: DEA 101 or program coordinator consent

This course covers physical and chemical properties of dental lab and chairside materials; measuring, manipulation, and preparation of materials for use in taking impressions; pouring and trimming models; and proper use and care of laboratory equipment.

DEA 115 Dental Materials II

3 Credit Hours • 75 Contact Hours (15 Lecture, 60 Lecture/
Lab Combination)

Prerequisite: DEA 114

This course covers types, compositions, and uses of synthetic resins, dental waxes, dental abrasives, and elastomeric impression materials. Fabrication of custom impression trays and temporary crowns.

DEA 173 Clinical Work Experience and Certification Review

7 Credit Hours • 285 Contact Hours (15 Lecture, 270 Work Experience)

Prerequisite: DEA 101, DEA 102, DEA 106, DEA 108, DEA 109, DEA 111, DEA 114, DEA 115

Clinical practice is arranged in private or public dental offices or clinics with clinical work experience in both general and specialty fields on a rotating basis. Review for the Dental Assisting National Board (DANB) Examination.

DEA 200 Introduction to Expanded Functions

4 Credit Hours • 90 Contact Hours (30 Lecture, 60 Lab)

Prerequisite: Graduate of an American Dental Association accredited dental assisting program, Certified Dental Assistant, or two years of documented full-time dental assisting experience, with restorative dentistry or dental faculty consent.

Techniques and concepts of expanded functions dental assisting, including preventive dentistry, team management, placement and finishing of dental restorative materials, and adjunct procedures necessary to restorative dentistry.

DEA 205 Expanded Functions for the Dental Auxiliary

4 Credit Hours • 90 Contact Hours (15 Lecture, 75 Lab)

Prerequisite: DEA 200

Clinical application of expanded functions dental assisting techniques.

Diesel

DPM 100 Introduction to Diesel Mechanics

4 Credit Hours • 82.5 Contact Hours (15 Lecture, 67.5 Vocational Lab)

This course covers general maintenance procedures on trucks and trailers; Duties and responsibilities of the diesel mechanic; use of shop tools, shop equipment, and flat-rate and service manuals; Shop organization, types of facilities, vehicle and shop safety procedures, and tool requirements; preventive maintenance procedures.

DPM 103 Diesel Engines I

4 Credit Hours • 82.5 Contact Hours (15 Lecture, 67.5 Vocational Lab)

Theory of operation and repair of diesel engines with emphasis on smaller automotive and medium range diesel engines. Engines are disassembled, inspected, diagnosed, and reassembled.

DPM 106 Fuel Injection

4 Credit Hours • 82.5 Contact Hours (15 Lecture, 67.5 Vocational Lab)

Theory of operation and repair of fuel injection systems. Disassembly, assembly, and service procedures on fuel system components are also covered.

DPM 107 Fundamentals of Four-Wheel and Front-Wheel Drive

4 Credit Hours • 82.5 Contact Hours (15 Lecture, 67.5 Vocational Lab)

Operation and repair of four-wheel and front-wheel drive systems.

DPM 203 Diesel Engines II

4 Credit Hours • 82.5 Contact Hours (15 Lecture, 67.5 Vocational Lab)

Continuation of DPM 103 with major emphasis on heavy-duty diesel engine, theory, diagnosis, and repair.

DPM 205 Heavy Duty Power Trains

4 Credit Hours • 82.5 Contact Hours (15 Lecture, 67.5 Vocational Lab)

Prerequisite: DPM 100 or faculty consent

This course is a study of the power train from the clutch to the final drive on heavy-duty equipment. It includes a study of clutch types, transmissions, and final drives. Diagnosis and servicing of the components are also covered.

DPM 206 Heavy Duty Brake Systems

4 Credit Hours • 82.5 Contact Hours (15 Lecture, 67.5 Vocational Lab)

Prerequisite: DPM 100 or faculty consent

This course is a study of the various braking systems incorporated in heavy-duty trucks and heavy equipment. It includes a study of hydraulic, air, and engine brake systems. The diagnosis and service of the components are included.

DPM 210 Air Induction and Engine Analysis

4 Credit Hours • 82.5 Contact Hours (15 Lecture, 67.5 Vocational Lab)

Theory of operation and repair of turbochargers, superchargers, aftercoolers, and various induction systems. Also included are factors regulating engine performance failure and procedures for reclaiming engine performance.

Drafting

DRT 102 Blueprint Reading

3 Credit Hours • 60 Contact Hours (30 Lecture, 30 Lab)

Freehand sketching and reading machine working drawings. Tolerances, machine process callouts, positional tolerancing, symbols, drawing notes, and dimensions are also covered.

DRT 103 Introduction to AutoCAD

3 Credit Hours • 60 Contact Hours (15 Lecture, 45 Vocational Lab)

Corequisite: DRT 102 or faculty consent.

The latest release of AutoCAD software is used in various drafting applications. Topics include MS-DOS, drawing setup, draw commands, edit commands, text commands, layers, basic dimensioning, display options, sectioning, inserting drawing blocks, isometrics, 3D, and plotting. Students entering this course should already possess manual drafting skills or be concurrently enrolled in a manual drafting course. Keyboarding skills are recommended.

DRT 104 Advanced AutoCAD

3 Credit Hours • 60 Contact Hours (15 Lecture, 45 Vocational Lab)

Prerequisite: DRT 103 or faculty consent.

Advanced applications using the latest release of AutoCAD software. Proficiency in all topics covered in the DRT 103 course will be required. Additional topics will include advanced dimensioning techniques, advanced 3D drawing, block attributes, system variables, custom menu generation, script files, slides, digitizing, and AutoLISP. Keyboarding skills are recommended.

DRT 105 AutoCAD Drafting Applications I

3 Credit Hours • 60 Contact Hours (15 Lecture, 45 Vocational Lab)

Prerequisite: DRT 104 or faculty consent.

This is a course in applied CAD technology which will develop the CAD concepts taught in DRT 103 and 104. Students will be assigned mechanical drafting problems in the areas of geometric construction, orthographic projection, isometric drawing, dimensioning, and 3D.

DRT 106 AutoCAD Drafting Applications II

3 Credit Hours • 60 Contact Hours (15 Lecture, 45 Vocational Lab)

Prerequisite: DRT 105 or faculty consent.

This is a course in applied CAD technology which will continue to develop the CAD concepts taught in DRT 103 and 104. Students will be assigned mechanical drafting problems in the areas of geometric construction, orthographic projections, isometric drawing, dimensioning, and 3D.

DRT 201 Introduction to Computer Animation

3 Credit Hours • 60 Contact Hours (15 Lecture, 45 Vocational Lab)

Corequisite: CIS 115 or faculty consent

An introductory course using AutoDesk's current release of 3D Studio. Students will be presented the basics of 3D animation by working through a series of tutorials and projects.

DRT 202 Advanced Animation

3 Credit Hours • 60 Contact Hours (15 Lecture, 45 Vocational Lab)

This course builds on the basic animating skills learned in DRT 201. Many new command structures and techniques are addressed as well as ways to refine the preparation, materials creation, rendering, and animating skills learned in DRT 201. In addition, the course also investigates the use of 3D Studio on the internet. Topics of study include external processes (special effects), force and inertia, importing and editing solid models, incorporating scanned images, materials morphing, file interchange formats, creating materials libraries, and project management. All projects will be presented as real-life tasks for a client. Unexpected changes may be made. Deadlines, file content issues, and file size limitations will all be considered. Teamwork and effective division of labor will be essential. Students will be expected to integrate their own ideas with the demands of the client.

DRT 205 Advanced Animation

3 Credit Hours • 67.5 Contact Hours (Vocational Lab)

Prerequisite: DRT 201

Advanced Animation builds on the basic 3D Studio skills learned in DRT 201. Many new command structures and techniques are addressed as well as ways to refine the preparation, materials creation, rendering, and animating skills learned in DRT 201. In addition, the course also investigates the use of 3D studio on the Internet. Topics of study include external processes (special effects), force and inertia, importing and editing solid models, incorporating scanned images, materials morphing, file interchange formats, creating materials libraries, and project management. The course culminates in a final project incorporating most of the topics covered during the semester. Each project will be presented as a real-life task for a client. Students will be expected to integrate their own ideas with the demands of the client.

Early Childhood Professions

ECP 101 Introduction to Early Childhood Professions

3 Credit Hours • 45 Contact Hours (Lecture)

This course provides an introduction to Early Childhood Professions. Topics include the eight key areas of professional knowledge: Child Growth & Development; Health, Nutrition & Safety; Diversity; Professionalism; Administration & Supervision. Ages addressed: birth through age 8.

ECP 102 Introduction to Early Childhood Education Lab Techniques

3 Credit Hours • 75 Contact Hours (15 Lecture/60 Lab)

Prerequisite or Corequisite: ECP 148

This course includes a classroom seminar and a placement in a child care setting. The supervised placement provides the student with the opportunity to observe children, to practice appropriate interactions, and to develop effective guidance and management techniques. Ages addressed: birth through age 8.

ECP 110 Infant and Toddler Activities

2 Credit Hours • 30 Contact Hours (Lecture)

This course covers infant and toddler group care, planning and evaluating activities to stimulate cognitive growth, language development, and motor skills. Techniques for fostering socialization processes and emotional security are also included.

ECP 111 Infant and Toddler Theory and Practice

3 Credit Hours • 45 Contact Hours (Lecture)

This course presents an overview of theories, applications (including observations) and issues pertinent to infant and toddler development in group and/or family settings. State requirements for licensing, health, safety and nutrition issues are included. Ages addressed: prenatal through age 2.

ECP 112 Introduction to Infant/Toddler Lab Techniques

3 Credit Hours • 75 Contact Hours (15 Lecture/60 Lab)

Prerequisite or Corequisite: ECP 111 and health screening, including TB tine and HiB tests.

This course includes a classroom seminar and a placement in an infant and/or toddler setting. The supervised placement provides the student with the opportunity to observe, to practice appropriate interactions, and to develop effective guidance and nurturing techniques with infants and/or toddlers. Ages addressed: prenatal through age 2.

ECP 120 Infant and Toddler Practicum II

3 Credit Hours • 90 Contact Hours (Practicum)

Prerequisite or Corequisite: ECP 112

Continuation of ECP 112 with responsibility for planning daily activities. A grade of C or better must be earned in order to continue in the program.

ECP 148 Guidance Strategies for Children

3 Credit Hours • 45 Contact Hours (Lecture)

This course explores guidance theories, applications, goals, techniques and factors that influence expectations, classroom management issues, and pro-social skills. Ages addressed: birth through age 8.

ECP 161 School Age Practicum

3 Credit Hours • 135 Contact Hours (Work Experience)

Prerequisite or Corequisite: ECP 251

Placement in an after school program to carry out activities planned in ECP 151. Emphasis on assisting the teacher in all activities. A grade of C or better must be earned in order to continue in the program.

ECP 205 Nutrition and the Young Child

3 Credit Hours • 45 Contact Hours (Lecture)

This course focuses on nutrition as a key factor for optimal growth and development of young children. Content includes nutrient knowledge, menu planning, food program participation, food management and safety, appropriate nutrition activities and communication with families about nutrition. Ages addressed: prenatal through age 8.

ECP 212 Family Health

2 Credit Hours • 30 Contact Hours (Lecture)

This course emphasizes the value of maintaining good physical and mental health as related to both children and adults.

ECP 224 The Exceptional Child Practicum

3 Credit Hours • 90 Contact Hours (Practicum)

Prerequisite or Corequisite: ECP 287

This course offers supervised experience in facilities providing services for exceptional children. A grade of C or better must be earned in order to continue in the program.

ECP 226 Administration of Early Childhood Care and Education Programs

3 Credit Hours • 45 Contact Hours (Lecture)

This course examines Colorado's minimal licensing requirements, as well as optimal standards pertaining to the operation of programs for young children. It included a focus on the human relations component of an early childhood professional's responsibilities. Course content focuses on new directors' administrative skills and administration from a teacher's perspective. Ages addressed: birth through age 12.

ECP 227 Methods/Techniques: Curriculum Development

3 Credit Hours • 45 Contact Hours (Lecture)

Emphasis is on strategies to develop, implement and evaluate activities to support a curriculum in an environment that encourages and supports creative self-expression and problem solving in children. Developmentally appropriate practices as they relate to music, movement, art, drama, literature, play and other avenues are integrated.

ECP 238 Child Development

3 Credit Hours • 45 Contact Hours (Lecture)

This course covers the growth and development of the child from conception through the elementary school years. Physical, cognitive, emotional, psychosocial and environmental factors are emphasized. The concept of the whole child and how adults can provide a supportive environment for children is also emphasized. Ages addressed: prenatal through age 12.

ECP 251 Recreational Activities

3 Credit Hours • 45 Contact Hours (Lecture)

Elementary age activities including individual and team skills for use in school and recreational settings. Playground, circle, and group games as well as participated and plan-appropriate activities for school age children are also covered.

ECP 262 Administrative Practicum

3 Credit Hours • 90 Contact Hours (Practicum)

Prerequisite or Corequisite: ECP 226

This course is designed to give the student the opportunity to observe and participate in the administrative duties necessary in the operation of a child care center.

ECP 273 Early Childhood Education Internship

5 Credit Hours • 195 Contact Hours (15 Lecture, 180 Work Experience)

Prerequisite: faculty consent

This course provides supervised experience in licensed children's centers. A grade of C or better must be earned in order to continue in the program.

ECP 287 The Exceptional Child

3 Credit Hours • 45 Contact Hours (Lecture)

This course presents an overview of typical and atypical developmental progression. The content includes planning, learning strategies, legal requirement, accommodations and adaptations necessary to create an inclusive classroom environment for a wide range of exceptionalities. Ages addressed: birth through age 8.

Economics

ECO 106 Consumer Economics

3 Credit Hours • 45 Contact Hours (Lecture)

Develops consumer effectiveness based on consumer choice theory, maximizing income through informed decision making, product utility, and customer satisfaction.

ECO 201 Principles of Macroeconomics

3 Credit Hours • 45 Contact Hours (Lecture)

Studies the American economy, stressing the interrelationships among the household, business, and government sectors. Explores saving and investment decisions, unemployment, inflation, national income accounting, taxing and spending policies, the limits of the market and government, public choice theory, the Federal Reserve System, money and banking, and international trade.

ECO 202 Principles of Microeconomics

3 Credit Hours • 45 Contact Hours (Lecture)

Studies firms in depth, the nature of cost, and how those relate to the economy as a whole. Analyzes economic models of the consumer, perfect competition, monopoly, oligopoly, and monopolistic competition. Explores economic issues including market power, population growth, positive and negative externalities, income distribution, poverty and welfare, discrimination, and international economic interdependence.

ECO 205 Contemporary Economics Issues

3 Credit Hours • 45 Contact Hours (Lecture)

Focuses upon major national and international economic problems of the current era. Topics include population explosion, rising expectations in the Third World, the evolution of post WW II political blocks.

ECO 225 Money and Banking

3 Credit Hours • 45 Contact Hours (Lecture)

Focuses upon the nature and functions of money and credit. Topics include the variety and growth of banking functions, the Federal Reserve System, the relationships among interest rates, business investments and borrowing. In addition, international financial markets, exchange rates, International Monetary Fund and the World Bank are explored.

Education

EDU 201 Introduction to Education

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: REA 090, ENG 060

This introductory course is designed to explore the role of teachers, the history of the American public educational systems, and contemporary issues and trends in American public education through lectures, guest speakers, discussion, projects, and research.

EDU 202 Perspectives in Education

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: REA 090, ENG 060

This course focuses on school and its relationship to society and social problems.

EDU 205 Introduction to Guidance and Counseling

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: REA 090, ENG 060

This course covers principles and practices of guidance and counseling, theories and counseling methods, and guidance practices.

Electronics Technology

ELE 110 Electronic Programming Applications

3 Credit Hours • 45 Contact Hours (Lecture)

Corequisite: ELE 111, ELE 112, ELE 113

Solution of electronic programs as they pertain to today's technological society by use of programmable calculators.

ELE 111 Data Acquisition and Applications

2 Credit Hours • 45 Contact Hours (15 Lecture, 30 Lab)

Corequisite: ELE 111, ELE 112, ELE 113

Includes structuring a program designed to act as a data acquisition, data manipulation, and data compilation vehicle. Emphasis on correct format for program development.

ELE 112 Passive Circuits

4 Credit Hours • 60 Contact Hours (Lecture)

Corequisite: ELE 110, ELE 112, ELE 113

This course covers analysis of dc circuitry by use of Ohm's and Kirchoff's laws and network theorems. Use of the j operator to determine the action of passive components in ac circuits.

ELE 113 Passive Circuits Lab

4 Credit Hours • 120 Contact Hours (Lab)

Corequisite: ELE 110, ELE 111, ELE 112

This course covers construction, measurements, and experimentation with circuits studied in ELE 112.

ELE 114 Semiconductor Active Devices

4 Credit Hours • 60 Contact Hours (Lecture)

Prerequisite: ELE 113

Corequisite: ELE 115 or faculty consent

This course covers diode theory and circuits, basic transistors and circuits, active amplifiers and circuits, and JFET/MOSFET theory and circuits.

ELE 115 Semiconductor Active Devices Laboratory

4 Credit Hours • 120 Contact Hours (Lab)

Prerequisite: ELE 113

Corequisite: ELE 114 or faculty consent

This course covers construction, measurement, analysis, and experimentation with circuits developed in ELE 114.

ELE 118 Digital Circuits

4 Credit Hours • 60 Contact Hours (Lecture)

Prerequisite: ELE 113 or faculty consent.

Corequisite: ELE 119 or faculty consent

This course covers number systems, discrete logic, digital elements, integrated circuits, and a detailed study of the microprocessor systems and languages.

ELE 119 Digital Circuits Lab

4 Credit Hours • 120 Contact Hours (Lab)

Prerequisite: ELE 118 or faculty consent.

This course covers construction, measurement, analysis, and experimentation with circuits developed in ELE 118.

ELE 201 Microcomputer Component Integration

3 Credit Hours • 45 Contact Hours (Lecture)

This course introduces the student to the concepts and application of microcomputer components as related to the integration of materials with software. Discussion will center on computer components including motherboards, i/o cards, memory (RAM and ROM), network cards, video cards, inter-connectivity, cables, serial and parallel connections, and quality considerations of each. The class will culminate with each student integrating the parts into a microcomputer. Credit will be granted for either CIS 201 or ELE 201.

ELE 210 Advanced Motorola Microcomputer Concepts

8 Credit Hours • 120 Contact Hours (Lecture)

Prerequisite: ELE 225 or faculty consent

This course covers theory and implementation of the Motorola M68000 family.

ELE 211 Semiconductor Active Devices and Mixed-Signal ICs

6 Credit Hours • 90 Contact Hours (Lecture)

Prerequisite: ELE 114, ELE 115, ELE 118, ELE 119

Corequisite: ELE 211 or ICF 117, or faculty consent

This course delivers the knowledge and skills needed to use active devices, linear and nonlinear operational amplifier ICs, analog and digital mixed-signal ICs and the applications of diverse circuit types in automated process control and manufacturing environments. Students will receive credit for ELE 211 or ICF 106 but not for both.

ELE 212 Semiconductor Active Devices and Mixed-Signal ICs

6 Credit Hours • 180 Contact Hours (Lab)

Prerequisite: ELE 114, ELE 115, ELE 118, ELE 119

Corequisite: ELE 211 or ICF 106

This course delivers laboratory experiences, knowledge and skills in using active devices, linear and nonlinear OP-AMP ICs, analog and digital mixed signal ICs, OP-AMP control system circuits, and circuits for automated process control applications. Students will receive credit for ELE 212 or ICF 107 but not for both.

ELE 222 Microprocessor Control Systems

4 Credit Hours • 90 Contact Hours (30 Lecture, 60 Lab)

Prerequisite: ELE 118, ELE 119

This course covers microprocessor internal architecture, instruction set, memory structure, bus functions, programming techniques, interfacing procedures, and system applications and troubleshooting.

ELE 223 Microprocessor Interfacing and Industry Applications

3 Credit Hours • 90 Contact Hours (Lab)
Prerequisite: ELE 222

This course covers construction, measurement, analysis, experimentation with special applications of microprocessor systems, advanced diagnostic software, emulation, digital/analog interfaces, testing instruments and standards, and troubleshooting. Job search preparations, resumes, and interviewing procedures are also included.

ELE 224 Enhanced Microprocessor Systems

6 Credit Hours • 90 Contact Hours (Lecture)
Prerequisite: ELE 118, ELE 119
Corequisite: ELE 225

This course covers microprocessor interfacing, industry standard serial and parallel interface devices, support software development and implementation, system schematic orientation, logic analyzer, timing and measurement considerations, and troubleshooting techniques.

ELE 225 Enhanced Microprocessor Systems Lab

6 Credit Hours • 180 Contact Hours (Lab)
Prerequisite: ELE 118, ELE 119
Corequisite: ELE 224

This course covers construction, measurement, analysis, application, and experimentation with systems developed in ELE 224.

ELE 227 Motorola Microprocessor Lab

8 Credit Hours • 240 Contact Hours (Lab)
Prerequisite: ELE 118

This course provides experimentation and application of the concepts taught in ELE 118.

ELE 228 Advanced INTEL Microprocessor Concepts

8 Credit Hours • 120 Contact Hours (Lecture)
Prerequisite: ELE 225 or faculty consent

This course covers theory and implementation of the INTEL 8086/88, 80/186, 286/386, 80486 microprocessor family.

ELE 229 INTEL Microprocessor Lab

8 Credit Hours • 240 Contact Hours (Lab)
Prerequisite: ELE 228

Experimentation and application of the concepts taught in ELE 228.

ELE 235 Programming: Emphasis in Technology Automation, and Software Design

4 Credit Hours • 90 Contact Hours (Vocational Lab)

Students will acquire programming skills using the C and C++ languages. Students will be able to code both C and C++ programs and recognize the difference between the two languages. Students will also be introduced to object-oriented programming. The programming problems will emphasize device handling, software design, and automation. Students will be introduced to a professional software development system for data acquisition and instrument control.

Emergency Medical Services

Requirement: Students will be subject to a driver's license record check prior to being eligible for State Testing for EMT-Basic. Students entering EMT-Basic (EMS 125) must have American Heart Association CPR for Health Care Providers or American Red Cross CPR for the Professional Rescuer completed prior to the first night of class and must also show proof of the first night of class that he/she has received at least the first of the Hepatitis B vaccine.

EMS 105 CPR

.5 Credit Hours • 8 Contact Hours (Lecture/Lab)

This CPR course will be taught using the American Heart Association's standards and guidelines. Students successfully completing this course will be eligible for either Health Care Provider or Community CPR certification. Material presented in this course will include adult CPR, child and infant CPR, and airway obstruction.

Note: Health Care Provider certification is reserved for the professional rescuer. All non-professional persons will be eligible for Community CPR. American Heart Association charges for the card separate from the tuition.

EMS 107 Standard First Aid and CPR

1 Credit Hour • 15 Contact Hours (Lecture/Lab)

This course provides standard first aid and adult, child, and infant CPR instruction through the use of demonstration videos, instructor-led practice sessions, and lecture. Topics included are rescue breathing, obstructed airway, CPR, wounds, shock, poisoning, burns, fractures, and sudden illness. National Safety Council standards and guidelines are used, and certificates of completion are available. See instructor.

EMS 115 First Responder

3 Credit Hours • 45 Contact Hours (Lecture/Lab)

Prerequisite: CPR card at the professional level prior to taking this course.

This course provides the student with core knowledge and skills to function in the capacity of a first responder arriving at the scene of a medical emergency and providing care until advanced EMS help arrives. Upon successful course completion, the student will be eligible to take a certification exam at the First Responder level.

Note: Students must have a current CPR card at the professional level prior to taking this course.

EMS 125 Emergency Medical Technician - Basic

8 Credit Hours • 150 Contact Hours (Lecture/Lab)

Prerequisite: Current CPR certification at the professional rescuer level and at least the first of the Hepatitis B vaccine. These must be presented to the instructor the first night of class.

This course presents the first level of training in the career structure of the emergency medical technician. Upon successful completion of this program, including written and practical examinations and being at least 18 years of age, candidates are eligible to take the state EMT-Basic examination subject to requirements of the Colorado Department of Public Health and Environment, Pre-hospital Care Division.

EMS 126 Emergency Medical Technician - Basic Refresher

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: Current Colorado EMT-Basic Certification or special permission of State of Colorado Department of Public Health and Environment, Pre-hospital Care Division. Current CPR certification at the professional level.

Provides necessary requirements for Colorado re-certification at the Emergency Medical Technician – Basic level. May be repeated every three years to maintain Colorado certification. Persons needing re-entry may use this course along with the clinical hours to satisfy the requirements of the Colorado Department of Public Health and Environment, Pre-hospital Care Division.

English

ENG 030 Basic Language Skills

4 Credit Hours • 60 Contact Hours (Lecture)

Prerequisite: REA 060 or concurrent

This course is a review of basic grammar, usage, and punctuation. Emphasized will be sentence structure and other elements of effective writing. The paragraph format will be introduced.

ENG 060 Language Fundamentals

4 Credit Hours • 60 Contact Hours (Lecture)

Prerequisite: REA 060, ENG 030

This course will advance the student from sentence to paragraph structure. Incorporated will be critical thinking skills through formulation of topic sentences and effective paragraph development. The course will emphasize writing as a process, including prewriting and revision activities, and will review grammar, usage, and punctuation.

ENG 061 College Spelling Skills

1 Credit Hours • 30 Contact Hours (Lab)

Designed for students who have difficulty in spelling and in avoiding common pitfalls in word use. Syllabication, dictionary use, spelling rules, and vocabulary in context. Includes computer-assisted instruction.

ENG 062 Grammar

2 Credit Hours • 30 Contact Hours (Lecture)

Prerequisite: ENG 030 or concurrent

Designed for students who have difficulty in English grammar, parts of speech, and how parts of speech function in sentences. Also designed for students who wish to learn formal English grammar. Supplemental computer-assisted instruction available.

ENG 100 Composition Style and Techniques

3/4* Credit Hours • 60 Contact Hours (Lecture)

*Variable (3 credit hours earned for CCC-Online)

Prerequisite: REA 090 or concurrent, ENG 060

This course will prepare the student for freshman composition (English 121). Emphasized will be the writing process, critical thinking, and organization and development of written assignments for specific purposes and audiences. Examined will be composition techniques including language fluency, effective diction, and appropriate sentence, paragraph, and essay structure.

ENG 105 Millenium Studies

3 Credit Hours • 45 Contact Hours (Lecture)

Corequisite: ENG 121

This cross-disciplinary course will allow students to utilize their skills from three disciplines in studying a subject of vital interest, the 21st Century. It will serve as a cross-disciplinary elective.

ENG 121 English Composition I

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: REA 090, ENG 100

Emphasizes the planning, writing, and revising of compositions including the development of critical and logical thinking skills. Includes a minimum of five compositions, which may include expressive, informative, analytical, evaluative, and persuasive writing.

ENG 122 English Composition II

3 Credit Hours • 45 Contact hours (Lecture)

Prerequisite: Grade of C or better in ENG 121.

Expands and refines the objectives of ENG 121. Emphasizes critical and logical thinking, problem definition, research strategies, and writing analytical, evaluative, and/or persuasive papers that incorporate research.

ENG 131 Technical Writing I

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: REA 090, ENG 060

This course develops skills one can apply to a variety of technical documents. Students learn principles for organizing, writing, and revising clear, readable documents for industry, business, and government.

ENG 132 Technical Writing II

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: REA 090, ENG 131 or faculty consent

This course expands and refines the objectives of ENG 131, emphasizing formal presentations, both written and oral.

ENG 221 Creative Writing I

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: ENG 121, Sophomore standing recommended

This course teaches techniques for creative writing. Students explore imaginative uses of language through writing short stories, drama, poetry, and/or literacy nonfiction.

ENG 222 Creative Writing II

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: ENG 221, Sophomore standing recommended

This course continues development of written expression in such forms as poetry, fiction, and/or nonfiction writing.

ENG 226 Fiction Writing

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: ENG 121, Sophomore standing recommended

This course teaches techniques for creating fiction, including the study and appreciation of the language and forms of the short story.

ENG 227 Poetry Writing

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: ENG 121, Sophomore standing recommended

This course teaches techniques for creating poems, including study of figurative language, forms, and sound patterns of poetry.

English Language Institute

All international students who plan to enroll in courses in the English Language Institute must take the ELI Placement Exam. The exam is offered at specific times before the beginning of each semester. Please call the ELI office at 527-6022 for information on dates, times, and location.

ELI 011 Basic Pronunciation

3 Credit Hours • 45 Contact Hours (Lecture)

The goals of this course are to improve students' oral English and ability to comprehend spoken English with greater ease and accuracy. Emphasis is on sound production, word endings, and syllable stress. This course is open to all ELI students at any level of study.

ELI 012 Intermediate Pronunciation

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: ELI 011 or faculty consent

The goals of this course are to improve students' oral production of spoken English and to improve their ability to comprehend spoken English. Emphasis is on rhythm, intonation, and accent reduction. This course is open to all ELI students at any level of study.

ELI 021 Basic Grammar/Writing

5 Credit Hours • 75 Contact Hours (Lecture)

This course will assist the student in mastering basic structures in English grammar through oral and written practice.

ELI 022 Intermediate Grammar

5 Credit Hours • 75 Contact Hours (Lecture)

Prerequisite: ELI 021

This course will review basic grammatical structures and introduce more complex structures. It will provide integrated practice of structures through a variety of oral and written exercises.

ELI 023 Advanced Grammar

5 Credit Hours • 75 Contact Hours (Lecture)

Prerequisite: ELI 022

This course will review intermediate grammar structures and will present increasingly more complex grammatical structures and sentences.

ELI 031 Basic Conversation

4 Credit Hours • 60 Contact Hours (Lecture)

This course will provide listening and speaking activities designed to help the student recognize and produce English sounds, stress and intonation patterns and use basic grammatical patterns and vocabulary.

ELI 032 Intermediate Conversation

4 Credit Hours • 60 Contact Hours (Lecture)

Prerequisite: ELI 031

This course will teach listening/pronunciation/conversation skills and will work toward an increase in speed and accuracy in speaking through free and guided conversations, pronunciation drills, role-playing, and speeches.

ELI 041 Basic Reading

4 Credit Hours • 60 Contact Hours (Lecture)

Prerequisite: ELI 021 or faculty consent

This course will provide effective reading strategies. It will present techniques to develop and increase word attack skills, vocabulary use, and overall comprehension.

ELI 042 Intermediate Reading

4 Credit Hours • 60 Contact Hours (Lecture)

Prerequisite: ELI 041, ELI 022 or faculty consent

This course will assist the student in reading more quickly and with greater comprehension a variety of more complex reading materials.

ELI 044 Advanced Reading and Research

4 Credit Hours • 60 Contact Hours (Lecture)

Prerequisite: ELI 023, ELI 053 or faculty consent

This course is designed to allow advanced ESL students to cope with the demand of college-level courses. Its purpose is to bridge the gap between sheltered ESL courses and the broader mainstream of content instruction in the community college. It will focus on reading with application through writing, listening, and speaking. Students will receive instruction on research skills and accessing the computer.

ELI 052 Intermediate Composition

4 Credit Hours • 60 Contact Hours (Lecture)

Prerequisite: ELI 022, ELI 041 or ELI 042

This course will introduce the fundamentals of paragraph organization and development. It will assist the student in using sentence variety within well-organized paragraphs.

ELI 053 Advanced Composition

4 Credit Hours • 60 Contact Hours (Lecture)

Prerequisite: ELI 052, ELI 023 or faculty consent

This course will develop the skill of writing paragraphs using selected rhetorical modes. It will emphasize formal paragraph organization, sentence variety, editing, and re-writing. The course will introduce the rudiments of essay writing.

ELI 055 Computer Basics for ELI Students

2 Credit Hours • 30 Contact Hours (Lecture)

Prerequisite: Placement in Intermediate or Advanced Level ELI courses. Special Grading: S/U only

This course introduces the basic skills for computer use, including word processing, text entry, document appearance, editing, spelling, and printing.

ELI 056 Workplace ESL

5 Credit Hours • 75 Contact Hours (Lecture)

Special Grading: S/U only

This course is designed to meet the needs of ESL students who are currently working and need specific job-related English skills not necessarily offered in the academic ELI program. It emphasizes interpersonal communication and social skills, workplace literacy, and cross-cultural sensitivity.

Environmental Health and Safety

SAF 105 Management of Occupational Injuries

2 Credit Hours • 30 Contact Hours (Lecture)

This course will offer a study of worker's compensation and other insurance programs. Topics will include requirements of insurance programs, administrative work involved, and limitations of the entrepreneur's liability. The course will also study the various methods used in the investigation of accidents, equipment used to determine causes, and the necessary documentation for claims.

SAF 131 Introduction to Industrial and Environmental Safety

3 Credit Hours • 45 Contact Hours (Lecture)

Challenges and problems of the safety management industry and the federal Occupational Safety Health Act. Familiarization with general industry OSHA standards for noise, fire prevention, and personal protection equipment.

SAF 142 General Industry Construction and Mine Safety Standards

4 Credit Hours • 60 Contact Hours (Lecture)

State and federal health and safety regulations and how they apply to various phases of construction and the mining industry. Safe working conditions and personal protection needed for categories of construction and mining industries.

SAF 165 Principles of Emergency Response

(HAZWOPER-1910-120)

3 Credit Hours • 50 Contact Hours (Lecture)

OSHA's CRF 1910.120 requires that employers shall develop and implement a written safety and health program involved in hazardous waste operations; that hazards be identified; that employees be notified of hazards prior to commencing work; that all employees be trained before they are permitted to work in hazardous waste operations; that employers develop a medical surveillance program for employees; that environmental controls and personal and protective equipment be required; that an information program be implemented for employees; and that a range of specific regulations governs operations and equipment regarding hazardous waste handling, as well as for emergency response plans, training and handling.

Complies with OSHA's mandated 8 - 24 - and 40 hour requirements. Employees need to provide their own personal protective equipment as required by this law. A certificate of completion will be issued to each student upon successful completion of the course.

SAF 205 Air Pollution Control

3 Credit Hours • 45 Contact Hours (Lecture)

Students will gain a working knowledge of the Clean Air Act and how it applies to today's industry.

SAF 206 Risk Assessment and Risk Management

3 Credit Hours • 45 Contact Hours (Lecture)

This course will aid students in the preparation for a business or industrial position by bringing about awareness of fire and risk problems and methods of working effectively with such situations. Students will develop skills for managing risk assumption.

SAF 207 Waste Management

3 Credit Hours • 45 Contact Hours (Lecture)

Students will be made aware of how to comply with requirements of the Resource Conservation and Recovery Act (RCRA) and OSHA guidelines.

SAF 208 Water Pollution Control

3 Credit Hours • 45 Contact Hours (Lecture)

Students will gain a working knowledge of the Federal Water Pollution Control Act and how it applies to today's industry.

SAF 221 DOT and Fleet Safety Requirements

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: SAF 131 or faculty consent.

Problems and practices of motor fleet safety programming and planning; administration of safety programs for small fleets; and assistance in the administration of large fleet operations including requirements for DOT regulations. Assist students in completion of commercial driver's license.

SAF 223 Principles of Industrial Hygiene

2 Credit Hours • 30 Contact Hours (Lecture)

Prerequisite: SAF 131 or faculty consent

Basic categories of instruments for detection of toxic substances with explanation of underlying theoretical principles. Selection and use of appropriate field equipment for monitoring toxic equipment under professional guidance.

SAF 224 Legal Aspects of Safety and Environmental Health

3 Credit Hours • 45 Contact Hours (Lecture)

Business law as it applies to safety, liability, negligence, warranty, liability in tort, liability insurance, and management liability.

SAF 239 Principles of Safety Engineering

3 Credit Hours • 45 Contact Hours (Lecture)

This course covers integrated circuit processing and hazardous materials used in the manufacturing process and their respective safety requirements. Fire and electrical safety requirements for semiconductor processing are also included.

SAF 242 Introduction to Hazardous Materials Management

3 Credit Hours • 45 Contact Hours (Lecture)

Relationship and issues presented by hazardous and toxic materials in the community and industry. Federal laws, clean air, clean water, and other regulations are covered. Students will develop a working knowledge of emergency management and basic remedies for the management of hazardous materials, substances, and wastes as outlined by OSHA, EPA, and other governmental agencies.

Facilities Maintenance Technology

FMT 101 Facilities Maintenance - Custodial Techniques

4 Credit Hours • 75 Contact Hours (30 Lecture, 45 Vocational Lab)

Products and techniques of maintaining commercial or industrial buildings.

FMT 102 Facilities Maintenance - Electricity

4 Credit Hours • 75 Contact Hours (30 Lecture, 45 Vocational Lab)

Electricity fundamentals as applied to facilities maintenance. Repair of electrical systems, servicing practices, troubleshooting techniques, codes, and safety standards are covered.

FMT 103 Facilities Maintenance - Plumbing

4 Credit Hours • 75 Contact Hours (30 Lecture, 45 Vocational Lab)

Troubleshooting, servicing, and repairing of plumbing systems as found in a commercial or industrial building.

FMT 112 Swimming Pool Maintenance

2 Credit Hours • 45 Contact Hours (15 Lecture, 30 Lab)

Fundamentals of pool operation and maintenance techniques for private and public swimming pools.

FMT 121 Refrigeration Fundamentals

4 Credit Hours • 75 Contact Hours (30 Lecture, 45 Vocational Lab)

Basic refrigeration, theory of the hermetic system, and the tools and equipment used in refrigeration servicing. Laboratory experiences.

FMT 122 EPA Certification

1 Credit Hour • 15 Contact Hours (Lecture)

Corequisite: FMT 121 or faculty consent

Student will prepare for certification to handle refrigerants in compliance with EPA regulations.

FMT 123 Domestic Refrigerator Service and Repair

4 Credit Hours • 75 Contact Hours (30 Lecture/45 Vocational Lab)

Prerequisite: FMT 121, FMT 131, or faculty consent

Repair, service and diagnosis of domestic refrigeration systems.

FMT 131 Electrical Fundamentals

4 Credit Hours • 75 Contact Hours (30 Lecture, 45 Vocational Lab)

Basic fundamentals of electricity, measuring instruments, electrical components, and a study of basic electric motors.

FMT 132 Residential HVAC Controls

4 Credit Hours • 75 Contact Hours (30 Lecture, 45 Vocational Lab)

Prerequisite: FMT 131 or faculty consent

A study of electric motors and controls used in the air conditioning, heating, and refrigeration industry.

FMT 141 Residential Heating

4 Credit Hours • 75 Contact Hours (30 Lecture, 45 Vocational Lab)

Residential heating, temperature control, humidity control, air movement, circulation, and basic hydronics.

FMT 142 Residential Air Conditioning

4 Credit Hours • 75 Contact Hours (30 Lecture, 45 Vocational Lab)

Air conditioning systems as they apply to humidifying, cooling, and dehumidifying. Basic load calculations.

FMT 143 Residential HVAC Service

4 Credit Hours • 75 Contact Hours (30 Lecture, 45 Vocational Lab)

Troubleshooting of residential heating and air conditioning systems. Simulation software and "hands-on" lab experience will be used.

FMT 201 Appliance Technology I

7 Credit Hours • 135 Contact Hours (45 Lecture, 90 Vocational Lab)

Prerequisite: FMT 131, FMT 132, or faculty consent

This course will cover mechanical systems, water distribution, and electrical and gas systems. Service and repair on washers and dryers will also be addressed.

FMT 202 Appliance Technology II

7 Credit Hours • 135 Contact Hours (45 Lecture, 90 Vocational Lab)

Prerequisite: FMT 201 or faculty consent

Mechanical systems, water distribution, and electrical and gas components are covered in this course as well as service and repair on dishwashers, disposals, ranges, and microwave ovens.

FMT 203 Appliance Technology III

4 Credit Hours • 82.5 Contact Hours (15 Lecture, 67.5 Vocational Lab)

Prerequisite: FMT 202 or faculty consent

This course will instruct the students in the fundamentals of the operation, theory, and the troubleshooting of electronic controls found in modern household appliances.

FMT 204 Building Maintenance

4 Credit Hours • 67.5 Contact Hours (45 Lecture, 22.5 Vocational Lab)

Prerequisite: Sophomore standing in program: successful completion of FMT 121, FMT 123, FMT 131, FMT 132, FMT 141, FMT 142, FMT 143 with a grade of C or better, or faculty consent

This course covers light construction, repair, and maintenance of buildings. Emphasis on preventative maintenance.

FMT 221 Advanced Refrigeration

5 Credit Hours • 105 Contact Hours (15 Lecture, 90 Vocational Lab)

Prerequisite: Sophomore standing in program: successful completion of FMT 121, FMT 123, FMT 131, FMT 132, FMT 141, FMT 142, FMT 143 with a grade of C or better, or faculty consent

This course covers fundamentals of commercial refrigeration equipment with emphasis on service and installation of bulk storage systems and low or medium temperature systems such as walk-ins, display cases, and ice cream machines.

FMT 222 Heating, Ventilating, and Air Conditioning Systems Troubleshooting

5 Credit Hours • 105 Contact Hours (15 Lecture, 90 Vocational Lab)

Prerequisite: Sophomore standing in program: successful completion of FMT 121, FMT 123, FMT 131, FMT 132, FMT 141, FMT 142, FMT 143 with a grade of C or better, or faculty consent

A study of industrial heating, ventilating, air conditioning and troubleshooting systems.

FMT 231 Advanced Control Systems I

4 Credit Hours • 75 Contact Hours (30 Lecture, 45 Vocational Lab)

Prerequisite: Sophomore standing in program: successful completion of FMT 121, FMT 123, FMT 131, FMT 132, FMT 141, FMT 142, FMT 143 with a grade of C or better, or faculty consent

This course covers electric and pneumatic controls used in commercial and industrial equipment.

FMT 232 Advanced Heating

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: Sophomore standing in program, successful completion of FMT 121, FMT 123, FMT 131, FMT 132, FMT 141, FMT 142, FMT 143 with a grade of C or better, or faculty consent

This course covers low pressure steam and hot water boilers as they pertain to commercial and industrial building heating systems.

FMT 241 Advanced Air Conditioning

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: Sophomore standing in program, successful completion of FMT 121, FMT 123, FMT 131, FMT 132, FMT 141, FMT 142, FMT 143 with a grade of C or better, or faculty consent

A study of commercial air conditioning systems to include centrifugal water chillers.

FMT 242 Advanced Control Systems II

4 Credit Hours • 75 Contact Hours (30 Lecture, 45 Vocational Lab)

Prerequisite: Sophomore standing in program, successful completion of FMT 121, FMT 123, FMT 131, FMT 132, FMT 141, FMT 142, FMT 143 with a grade of C or better, or faculty consent

Application and interaction of solid state and electromechanical controls as they pertain to HVAC facilities and equipment maintenance.

Farrier Science

FAS 100 Farrier Science I

4 Credit Hours • 82.5 Contact Hours (15 Lecture, 67.5 Vocational Lab)

Introduction to horses from evolution to the present with emphasis on existing breeds and shoeing requirements. Course also covers behavior patterns of horses, proper handling and safety; need for and frequency of shoeing, anatomy and physiology of the lower leg, angles, hoof preparation, shoe selection, shaping, and basic techniques.

FAS 110 Farrier Science II

4 Credit Hours • 82.5 Contact Hours (15 Lecture, 67.5 Vocational Lab)

Corrective shoeing for pleasure and race horses. Anatomy of horses, physiology of the lower leg, preliminary examination, natural angles of the legs, hoof preparation, and normal shoeing.

FAS 120 Farrier Science III

4 Credit Hours • 82.5 Contact Hours (15 Lecture, 67.5 Vocational Lab)

Special purpose shoeing for race horses, trail horses, etc. Corrective shoeing, shoeing requirements for various breeds, special purpose plating, special equipment, and public relations for the farrier.

FAS 130 Master Farrier I

4 Credit Hours • 82.5 Contact Hours (15 Lecture, 67.5 Vocational Lab)

Continuation of the basic farrier course. Master students assist the instructor during both theory and laboratory sessions by evaluating basic course students in the process of shoe shaping, analysis of gaits, and proper horse handling.

FAS 140 Master Farrier II

4 Credit Hours • 82.5 Contact Hours (15 Lecture, 67.5 Vocational Lab)

Master students assist the instructor in teaching anatomy of horses, physiology of the lower leg, natural angle of the leg, and hoof preparation. Students research and report on assigned subjects.

FAS 150 Master Farrier III

4 Credit Hours • 82.5 Contact Hours (15 Lecture, 67.5 Vocational Lab)

Students demonstrate skill in all phases of horseshoeing, especially in the area of corrective shoeing and unusual hoof repair.

Fire Science Technology

NOTE: These courses are offered off campus only.

FST 100 Fire Fighter I

7 Credit Hours • 150 Contact Hours (60 Lecture, 90 Lab)
Special Grading: S/U only

This course will address the requirements necessary to perform at the first level of progression as identified in Chapter 3, NFPA 1001, Fire Fighter Professional Qualifications.

FST 101 Fire Fighter II

6 Credit Hours • 120 Contact Hours (60 Lecture, 60 Lab)

This course will address the requirements necessary to perform at the second level of progression as identified in Chapter 4, NFPA 1001, Fire Fighter Professional Qualifications.

FST 102 Introduction to Fire Science/Suppression

3 Credit Hours • 45 Contact Hours (Lecture)

This course is an introduction to fire service organization and operation from past to present operations. Operation and organization of federal, state, local, and private forces, extinguishing methods and equipment, special extinguishing agents, special hazard considerations will be covered. This course is a prerequisite for those students having no previous fire suppression training or experience.

FST 103 Firefighter Occupational Health and Safety

3 Credit Hours • 45 Contact Hours (Lecture)

Students will study the importance of on-scene and on-the-job firefighter health, safety and fitness, mental well-being, stress management and standards related to health, safety and fitness.

FST 104 Fire Protection Systems

3 Credit Hours • 45 Contact Hours (Lecture)

Students will study portable fire extinguishing equipment requirements, sprinkler system installation, inspection, and maintenance, special protection systems, and residential sprinklers.

FST 105 Building Plans and Construction

3 Credit Hours • 45 Contact Hours (Lecture)

Students will study various types of building construction; principles of fire resistance; materials; flame spread; and smoke and fire containment. Students will also acquire a basic knowledge of plan review, blue prints, specifications, and schedules.

FST 106 Fire Inspection Practices

3 Credit Hours • 45 Contact Hours (Lecture)

Students will study fire prevention inspection practices and company inspections; surveying and mapping; recognition of fire hazards; engineering solutions to hazard enforcement; and public relations as affected by fire prevention.

FST 107 Hazardous Materials I

3 Credit Hours • 45 Contact Hours (Lecture)

Students will study and analyze hazardous materials incidents; recognizing and identifying hazardous materials; planning response, implementing response procedures, decision making, and continued evaluation at the awareness and operation level.

FST 150 Introduction to Fire Prevention and Education

3 Credit Hours • 45 Contact Hours (Lecture)

This course will focus on conducting prevention and education needs assessment, targeting audiences, and development of delivery of public fire education programs; methods of conducting fire prevention and safety inspections will be discussed.

FST 151 Driver/Operator

4 Credit Hours • 90 Contact Hours (Vocational Lab)

This course provides students with the basic knowledge and skills to safely operate fire apparatus according to the NFPA professional standard. The course enables students to display and demonstrate a knowledge of apparatus, operation of apparatus, pumps and pumping, hydraulics calculations, maintenance, and testing.

FST 201 Instructional Methodology

3 Credit Hours • 45 Contact Hours (Lecture)

Students will study the role and responsibility of the fire service instructor. Competencies covered are oral communication skills; concepts of learning; planning and development of lesson plans; instructional materials and delivery methods; testing and evaluations; records and reports; and demonstration of instructional abilities.

FST 202 Firefighting Strategy and Tactics

3 Credit Hours • 45 Contact Hours (Lecture)

Students will study fire fighting strategy and tactics, methods of fire attack, fire behavior, building design, and pre-incident planning.

FST 203 Fire Science Hydraulics

3 Credit Hours • 45 Contact Hours (Lecture)

This course provides a working knowledge of hydraulic calculations necessary in water delivery and supply for fire suppression. Hydraulics laws and formulas as applied to fire protection requirements and fire apparatus UL testing and certification requirements are also covered.

FST 204 Fire Codes and Ordinances

3 Credit Hours • 45 Contact Hours (Lecture)

This course will provide the student with a familiarization and interpretation of national, state and local codes; ordinances and laws, which influence the field of fire prevention. Students will study the life safety code throughout the course.

FST 205 Fire Cause and Determination

3 Credit Hours • 45 Contact Hours (Lecture)

This course will introduce the student to the proper method(s) of conducting a basic fire investigation, determining the area and point of origin, cause and methods of fire spread, recognition and preservation of evidence, arson law, constitutional law, interviewing, court procedures and testimony.

FST 206 Company Office Leadership/Supervision

3 Credit Hours • 45 Contact Hours (Lecture)

Students will study fire department organization, management philosophies, leadership traits, time management, group dynamics, communications, motivation, counseling, conflict resolution, and employee disciplines.

FST 207 Firefighting Strategy and Tactics II

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: FST 202

Strategy and tactics associated with special types of incidents such as transportation emergencies and fires, high-rise fires, below-ground incidents, confined space emergencies, and special rescue situations.

FST 250 Chemistry for Fire Protection

3 Credit Hours • 45 Contact Hours (Lecture)

Students will study the actions and reactions of commonly encountered products and chemicals, chemical properties, and field applied chemistry.

FST 252 Fire Arson Detection

3 Credit Hours • 45 Contact Hours (Lecture)

Students will study cause and origin as related to arson fires, evidence preservation and chain of evidence, interviewing, giving testimony, laws associated with fire and arson investigation, records and reports.

FST 253 Fire Ground Organization and Command

3 Credit Hours • 45 Contact Hours (Lecture)

Students will take an in-depth look at fire ground management; resource availability, management and deployment; Integrated Management System and all related components; communications, problem solving, and table top exercises.

FST 254 Hazardous Materials II

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: FST 107

Students will study techniques associated with hazardous materials mitigation, the use of monitoring devices, components of mitigation teams, and command and control of hazardous materials incidents.

FST 255 Fire Department Administration

3 Credit Hours • 45 Contact Hours (Lecture)

Students will study fire department organization and operation; service evaluation and delivery; employment law; collective bargaining and personnel management; community relations; planning and budgeting; laws and legal considerations; and managing change.

FST 256 Fire Service EMS Management

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: EMS 125 or department chair consent

A look at budgeting, staffing, training, certification, and equipment issues; transportation, standard of care, and protocols; operations, communications, incident and disaster management; and legal issues associated with management of EMS operations.

FST 257 Volunteer Fire Department Administration

3 Credit Hour • 45 Contact Hours (Lecture)

Prerequisite: FST 206 or department chair consent

Students will study the operations of volunteer and combination fire departments, compliance with standards, ordinances, and statutes, recruiting, hiring and retaining employees, funding and budgeting, organizational planning, and public relations

FST 259 Wildland Fires

3 Credit Hours • 45 Contact Hours (Lecture)

Students will study management of uncontrolled fire burning, urban/wildland interface, strategy and tactics used in controlling wild land fires, prevention methods, and incident command practices.

Food Management (See Culinary Arts)

French

FRE 101 Conversational French I

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: REA 090, ENG 100

This is the first course in a sequence for beginning students who wish to understand and speak French. The material will include basic vocabulary, grammar, and expressions used in daily situations and in travel.

FRE 102 Conversational French II

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: REA 090, ENG 100, FRE 101 (grade C or better) or faculty consent

This is the second course in a sequence for beginning students who wish to understand and speak French. The material will continue to cover basic conversational patterns, expressions, and grammar.

FRE 107 French for Business

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: REA 090, ENG 100

Language orientation in the context of business and financial activities. Focus will be on specialized business vocabulary and essential cultural information.

FRE 109 French for Travel

2 Credit Hours • 30 Contact Hours (Lecture)

Prerequisite: REA 090, ENG 100

Special Grading: S/U only

Introduces basic vocabulary and expressions useful to travelers in French-speaking countries. Customs, traditions, and cultural attitudes to be discovered by a visitor to a French-speaking country will also be covered. Does not fulfill humanities area requirements. Not intended for transfer.

FRE 111 French I

5 Credit Hours • 75 Contact Hours (Lecture)

Prerequisite: REA 090, ENG 100

Begins a sequence dealing in the development of functional proficiency in listening, speaking, reading, and writing the language.

FRE 112 French II

5 Credit Hours • 75 Contact Hours (Lecture)

Prerequisite: REA 090, ENG 100, FRE 111 (grade C or better) or faculty consent

Continues FRE 111 in the development of functional proficiency in listening, speaking, reading, and writing the language.

FRE 201 Conversational French III

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: REA 090, ENG 100, FRE 102 (grade C or better) or faculty consent

This is the third course in a sequence for students who wish to continue their study of understanding and speaking French. The material will include intermediate level vocabulary, grammar, and expressions.

FRE 202 Conversational French IV

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: REA 090, ENG 100, FRE 201 (grade C or better) or faculty consent

This is the fourth course in a sequence for students who wish to continue their study of understanding and speaking French. The material will continue to cover intermediate level conversational patterns, expressions, and grammar.

FRE 211 French III

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: REA 090, ENG 100, FRE 112 (grade C or better) or faculty consent

Continues FRE 111 and 112 in the development of increased functional proficiency in listening, speaking, reading, and writing the language.

FRE 212 French IV

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: REA 090, ENG 100, FRE 211 (grade C or better) or faculty consent

Continues FRE 111, FRE 112, and FRE 211 in the development of increased functional proficiency in listening, speaking, reading, and writing the language.

FRE 231 French for Communication I

2 Credit Hours • 30 Contact Hours (Lecture)

Prerequisite: REA 090, ENG 100, two years of college French, three years of high school French, or faculty consent

Emphasizes communication in French by use of realistic vocabulary relating to situations encountered on the transportation systems and at hotels, restaurants, banks, or the post office while traveling or living in a French-speaking country.

FRE 232 French for Communication II

2 Credit Hours • 30 Contact Hours (Lecture)

Prerequisite: REA 090, ENG 100, two years of college French, three years of high school French, or faculty consent

Emphasizes communication in French by use of realistic vocabulary relating to situations encountered in a French-speaking country. Topics of French conversation include points of interest, the market, department stores, and sports and recreation.

FRE 266 Culture Studies

1-3 Credit Hours • 22.5-67.5 Contact Hours (Lecture/Lab)

Prerequisite: REA 090, ENG 100

Interdisciplinary studies of a specific culture within a country of that culture with references to historical context and cultural concerns and values. Emphasis may be on either the arts or language/linguistics. May be repeated under a different subtitle for a maximum of 9 credits.

Geography

GEO 105 World Regional Geography

3 Credit Hours • 45 Contact Hours (Lecture)
Prerequisite: MAT 036, REA 090, ENG 100

An introductory course designed to facilitate an understanding of spatial relationships between and among the geographic regions of the world. Included are demographic and cultural (political, economic, and historic) forces related to the physical environments of selected regions. Methods of study include analysis of and interrelationships between developed and developing regions.

GEO 106 Human Geography

3 Credit Hours • 45 Contact Hours (Lecture)
Prerequisite: MAT 036, REA 090, ENG 100

This course is an introduction to geographic perspectives and methods with applications to the study of human activities, such as resource utilization, agricultural practices, settlement patterns, migrations, cultural activities, and industrialization. Special emphasis is placed on spatial distribution, map interpretation, and human impact on the environment.

GEO 111 Physical Geography: Landforms

3 Credit Hours • 45 Contact Hours (Lecture)
Prerequisite: MAT 036, REA 090, ENG 100

This course introduces the principles of landforms and soil as major elements in human natural environment. Topics covered include structure and materials of the earth's crust, agents and processes of landscape development, elements of soil science, distribution of landscapes and soil types, and the impact of different landscapes and soil types upon human activities.

GEO 112 Weather and Climate

4 Credit Hours • 75 Contact Hours (45 Lecture/30 Lab)
Prerequisite: MAT 036, REA 090, ENG 100

This course introduces the principles of meteorology, climatology, world vegetation patterns, and world regional climatic classification. Topics include winds, precipitation, ocean currents, El Nino, and weather systems.

GEO 113 Economic Geography

3 Credit Hours • 45 Contact Hours (Lecture)
Prerequisite: MAT 036, REA 090, ENG 100

Economic geography studies the use of human and natural resources and their relationship to economic and technological development. Locational and spatial patterns will be highlighted in the study of agricultural systems, manufacturing, transportation, and service activities, information networks and demographic patterns through case studies.

GEO 125 Geography of Colorado

3 Credit Hours • 45 Contact Hours (Lecture)
Prerequisite: MAT 036, REA 090, ENG 100

This course is a comprehensive survey of the geography of Colorado. Included are both physical and cultural aspects such as landforms, weather and climate, natural resources, economic activities, cultural migrations and trends. Regional differences and human impact upon the environment are also included.

GEO 206 Introduction to Cartography

4 Credit Hours • 75 Contact Hours (45 Lecture/30 Lab)
Prerequisite: MAT 036, REA 090, ENG 100, GEO 111 (for transfer students only; this prerequisite does not apply to NRT students).

This course introduces students to map skills, map use, and map making. Spatial analysis and interpretation of the earth's surface will serve as the basis for the theory and fundamentals of the practice of maps and graphic representations. Methods of map creation and interpretation, gathering data, and solving geography problems will be emphasized. Both manual cartographic methods and computer generated maps will be taught.

Geology

GEY 105 Geology of the National Parks

3 Credit Hours • 45 Contact Hours (Lecture)

This course is for nonmajors. It focuses upon American National Parks to introduce and exemplify the basic principles of physical and historical geology.

GEY 106 Principles of Geology

3 Credit Hours • 45 Contact Hours (Lecture)

This course is a general study of the characteristics of the past and present physical environment and the geologic forces at work to sculpt the landscape.

GEY 111 Physical Geology

4 Credit Hours • 75 Contact Hours (45 Lecture, 30 Lab)
Prerequisite: MAT 066 or faculty consent

Studies the materials of the earth, its structure, surface features, and the geologic processes involved in its development. Includes laboratory experience.

GEY 121 Historical Geology

4 Credit Hours • 75 Contact Hours (45 Lecture, 30 Lab)
Prerequisite: MAT 066 or faculty consent

Studies the physical and biological development of the earth through the vast span of geologic time. Emphasizes the investigation and interpretation of sedimentary rocks, the record of ancient environment, fossil life forms, and physical events all within the framework of shifting crustal plates.

GEY 141 Landscapes of North America

3 Credit Hours • 45 Contact Hours (Lecture)

This course covers general geology of the landscapes of the United States. Surface features of the country as examples of process geology at work in the past are included.

GEY 146 The Earth Revealed: Introductory Geology

4 Credit Hours • 75 Contact Hours (45 Lecture, 30 Lab)
Prerequisite: MAT 066 or faculty consent

This course examines basic concepts in geology, a study of the earth with emphasis on earth history, and an overview of all major geologic concepts. The origin of the ocean basins, continental evolution, and major landforms are studied. Lab experiments will be required.

German

GER 107 German for Business

3 Credit Hours • 45 Contact Hours (Lecture)
Prerequisite: REA 090, ENG 100

Language orientation in the context of business and financial activities. Focus will be on specialized business vocabulary and essential cultural information.

GER 109 German for Travel

2 Credit Hours • 30 Contact Hours (Lecture)
Prerequisite: REA 090, ENG 100
Special Grading: S/U only

Introduces basic vocabulary and expressions useful to travelers in German-speaking countries. Customs, traditions, and cultural attitudes to be discovered by a visitor to a German-speaking country. Does not fulfill humanities area requirements. Not intended for transfer.

GER 111 German I

5 Credit Hours • 75 Contact Hours (Lecture)
Prerequisite: REA 090, ENG 100

Begins a sequence dealing in the development of functional proficiency in listening, speaking, reading, and writing the language.

GER 112 German II

5 Credit Hours • 75 Contact Hours (Lecture)
Prerequisite: REA 090, ENG 100, GER 111 (grade C or better) or faculty consent

Continues GER 111 in the development of functional proficiency in listening, speaking, reading, and writing the language.

GER 211 German III

3 Credit Hours • 45 Contact Hours (Lecture)
Prerequisite: REA 090, ENG 100, GER 112 (grade C or better) or faculty consent

Continues GER 111 and GER 112 in the development of increased functional proficiency in listening, speaking, reading, and writing the language.

GER 212 German IV

3 Credit Hours • 45 Contact Hours (Lecture)
Prerequisite: REA 090, ENG 100, GER 211 (grade C or better) or faculty consent

Continues GER 111, GER 112, and GER 211 in the development of increased functional proficiency in listening, speaking, reading, and writing the language.

GER 266 Culture Studies

1-3 Credit Hours • 22.5-67.5 Contact Hours (Lecture/Lab)
Prerequisite: REA 090, ENG 100

Interdisciplinary studies of a specific culture within a country of that culture with references to historical context and cultural concerns and values. Emphasis may be on either the arts or language/linguistics. May be repeated under a different subtitle for a maximum of 9 credits.

History

HIS 101 Western Civilization I

3 Credit Hours • 45 Contact Hours (Lecture)
Prerequisite: REA 090, ENG 100, STS 060

This course surveys a number of events, peoples, groups, ideas, institutions, and trends that have shaped Western Civilization from the prehistoric era to 1650. It reflects the multiple perspectives of gender, class, religion, and ethnic groups. A principle focus of this course is on developing, practicing, and strengthening the skills historians use while constructing knowledge in this discipline.

HIS 102 Western Civilization II

3 Credit Hours • 45 Contact Hours (Lecture)
Prerequisite: REA 090, ENG 100, STS 060

This course surveys a number of events, peoples, groups, ideas, institutions, and trends that have shaped Western Civilization from 1650 to the present. It reflects the multiple perspectives of gender, class, religion, and ethnic groups. A principle focus of this course is on developing, practicing, and strengthening the skills historians use while constructing knowledge in this discipline.

HIS 116 The Native American Experience

3 Credit Hours • 45 Contact Hours (Lecture)
Prerequisite: REA 090, ENG 100, STS 060

This course is an introduction to the Native American's historical and socio-cultural development with an emphasis upon those relations with non-Native Americans which have contributed to the current conditions.

HIS 136 The Southwest United States

3 Credit Hours • 45 Contact Hours (Lecture)
Prerequisite: REA 090, ENG 100, STS 060

This course traces the culture and historical development of what is now the Southwestern United States including the cultural contributions of the Native American and Hispanic peoples.

HIS 137 Contemporary World History

3 Credit Hours • 45 Contact Hours (Lecture)
Prerequisite: REA 090, ENG 100, STS 060

This course investigates the major historical and cultural developments of various global regions and nation-states from 1900 to the present.

HIS 201 U.S. History I

3 Credit Hours • 45 Contact Hours (Lecture)
Prerequisite: REA 090, ENG 100, STS 060

This course surveys events, trends, peoples, groups, cultures, ideas, and institutions in North American and the United States history, including the multiple perspectives of gender, class, and ethnicity, between the period when Native American Indians were the sole inhabitants of North America and the American Civil War. A principle focus of this course is on developing, practicing, and strengthening the skills historians use while constructing knowledge in the discipline.

HIS 202 U.S. History II

3 Credit Hours • 45 Contact Hours (Lecture)
Prerequisite: REA 090, ENG 100, STS 060

This course surveys events, trends, peoples, groups, cultures, ideas, and institutions in United States history, including the multiple perspectives of gender, class, and ethnicity, between the period of the American Civil War and the present. A principle focus of this course is on developing, practicing, and strengthening the skills historians use while constructing knowledge in the discipline.

HIS 207 American Environmental History

3 Credit Hours • 45 Contact Hours (Lecture)
Prerequisite: REA 090, ENG 100, STS 060

This course traces and analyzes the relationships between Americans and their natural environments throughout the history of the United States. Environmental history interprets the changing ways diverse people have used and viewed their environments over time. The course also examines the development of conservation movements and environmental policies in modern America.

HIS 206 U.S. History and Family Genealogy

3 Credit Hours • 45 Contact Hours (Lecture)
Prerequisite: REA 090, ENG 100, STS 060

Introduces genealogical and historical methods, sources, and standards for creating a family history using the broader context of social history ordinary people's everyday lives.

HIS 215 Women in U.S. History

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: REA 090, ENG 100, STS 060

This course surveys women's changing roles in American history from the colonial period to the present. Special emphases are placed upon the nature of women's work and the participation of women in the family, church, and reform movements.

HIS 225 Colorado History

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: REA 090, ENG 100, STS 060

This course presents the story of the people, society, and cultures of Colorado from its earliest Native Americans through the Spanish influx, the explorers, the fur traders and mountain men, the gold rush, railroad builders, the cattlemen and farmers, the silver boom, the tourists, and the modern twentieth-century state.

HIS 235 The American West

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: REA 090, ENG 100, STS 060

This course traces the major political, economic, social, cultural, and environmental forces that have made the American West a distinct region.

HIS 236 Contemporary U.S. History

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: REA 090, ENG 100, STS 060

This course surveys the major political, economic, social, and cultural developments that have shaped twentieth-century America.

HIS 241 History of the Pikes Peak Area

2 Credit Hours • 30 Contact Hours (Lecture)

Prerequisite: REA 090, ENG 100, STS 060

This course interprets the history of the southern Front Range area, centering on Colorado Springs and the surrounding communities including the environmental and Native American background; the Spanish, Mexican, and Yankee exploration; Palmer and other developers; and the area's role as a mecca for miners, tourists, health seekers, athletes, military installations, and religious groups.

Hospitality Management

HOM 103 Introduction to Hospitality Today

3 Credit Hours • 45 Contact Hours (Lecture)

A survey of the operation of the hospitality industry; incorporating but not limited to guest services, hotel, club and restaurant operation, convention and tourism activities, human resources, ethics, and management.

HOM 132 Front Office Procedures

3 Credit Hours • 45 Contact Hours (Lecture)

This course covers front office manager's responsibilities for keeping the front office profitable, guest safety and key control guidelines, staff management, and the impact of the latest technology.

HOM 139 Housekeeping Management

3 Credit Hours • 45 Contact Hours (Lecture)

This course presents principles of housekeeping and the management of these activities at lodging properties. Efficient and systematic approaches to guestroom management to include labor and supplies.

HOM 151 Hospitality Supervision

3 Credit Hours • 45 Contact Hours (Lecture)

This course is designed to explain the principles of supervision as they apply specifically to the hospitality industry. Students will be prepared to meet the expectations of management, guests, employees, and governmental agencies. Features creative strategies for managing change and conflict resolution.

HOM 186 Hotel/Motel Security Management

3 Credit Hours • 45 Contact Hours (Lecture)

This course will provide the guidelines for developing a security program and the procedures to follow when a security incident occurs. Methods for helping employees become aware of security concerns will also be discussed.

HOM 221 Tourism and the Hospitality Industry

3 Credit Hours • 45 Contact Hours (Lecture)

This course covers tourism from a social science perspective. Identifies the factors that influence tourism, the tools that help industry professionals manage tourism activities, and the ways in which business, government, and travelers shape global tourism.

HOM 255 Hospitality Industry Training

3 Credit Hours • 45 Contact Hours (Lecture)

The course covers the relationship between training and the goals of a hospitality organization. Elements of an effective training program, principles of adult learning, and the role of coaching and counseling in ongoing training are included.

HOM 262 Financial Accounting of the Hospitality Industry

3 Credit Hours • 45 Contact Hours (Lecture)

This course introduces the student to the fundamentals of accounting for the hospitality industry and producing an accurate picture of a property's revenue, expenses, and net income. Specific transactions include adjustments, balance sheet, income statement, specialized journals and ledgers, inventory, receivables and payables, cash flows, analysis, and interpretation of financial statements.

HOM 269 Hospitality Industry Computer Systems

3 Credit Hours • 45 Contact Hours (Lecture)

This course examines the essentials of computer systems as they relate to the hospitality industry. Topics will include hardware, software applications, database management, and electronic communication.

HOM 271 Marketing of Hospitality Services

3 Credit Hours • 45 Contact Hours (Lecture)

This course covers market segmentation of the hospitality industry, positioning in line with consumer preferences, data base marketing and research, application of the marketing mix in the hospitality industry, and marketing automation.

HOM 273 Hospitality Sales and Marketing

3 Credit Hours • 45 Contact Hours (Lecture)

This course includes how to identify and reach the most appropriate sources of additional business. How to motivate your sales team, coordinate the sales effort, and boost internal and external sales by using more effective negotiation techniques are also discussed.

HOM 275 Convention Management and Services

3 Credit Hours • 45 Contact Hours (Lecture)

This course is designed to introduce students to the convention, meetings, and trade show industries. Students will study how to develop a marketing plan, how to sell corporate and other meeting markets, and how to advertise to the meeting planner. Also included in this course will be how to prepare for the event, including meeting setups, food and beverage service, audiovisual requirements, convention billing, and post convention review.

Humanities

HUM 121 Survey of Humanities I

3 Credit Hours • 45 Contact Hours (Lecture)
Prerequisite: REA 090, ENG 100

Through a study of the visual arts, literature, music, and philosophy, this course introduces students to the history of ideas that have defined cultures. It emphasizes connections among the arts, values, and diverse cultures, including European and non-European, from the Ancient world to 1000 C.E.

Any 2 of the 3 Survey of Humanities courses equal a sequence.

HUM 122 Survey of Humanities II

3 Credit Hours • 45 Contact Hours (Lecture)
Prerequisite: REA 090, ENG 100

Examines written texts, visual arts, and musical compositions to analyze and reflect the evolution and confluence of cultures in Europe, Asia, and the Americas from 800 C.E. to 1750 C.E.

Any 2 of the 3 Survey of Humanities courses equal a sequence.

HUM 123 Survey of Humanities III

3 Credit Hours • 45 Contact Hours (Lecture)
Prerequisite: REA 090, ENG 100

Examines the cultures of the 17th through the 20th centuries by focusing on the interrelationships of the arts, ideas, and history. Considers the influences of industrialism, scientific development, and non-European peoples. Any 2 of the 3 Survey of Humanities courses equal a sequence.

HUM 137 The Arts and Cultures of Mexico

3 Credit Hours • 45 Contact Hours (Lecture)
Prerequisite: REA 090, ENG 100

Through a study of works of visual art, music, and literature, the course introduces students to attitudes toward the sacred and toward power (political, economic, social, religious) held by various cultures in Mexico from the pre-Hispanic era to the mid-twentieth century.

HUM 201 20th Century American Arts

3 Credit Hours • 45 Contact Hours (Lecture)
Prerequisite: REA 090, ENG 100

Elements common to the arts of film, painting, architecture, literature, and music of 20th century America. Effects of the economy, business and industry, and traditional values and dreams on the arts.

HUM 235 Pre-Columbian Indian Arts

3 Credit Hours • 45 Contact Hours (Lecture)
Prerequisite: REA 090, ENG 100

Effects of myth, ritual, religion, and geography on the arts and crafts of the Olmecs, Toltecs, Mayas, Aztecs, Incas, and North American Indians of pre-Columbian era.

HUM 236 North American Indian Arts

3 Credit Hours • 45 Contact Hours (Lecture)
Prerequisite: REA 090, ENG 100

North American Indian music, dance, architecture, painting, sculpture, pottery, and fashions through the literature of Indian cultures in North America.

HUM 237 Hispanic Arts of the Southwest

3 Credit Hours • 45 Contact Hours (Lecture)
Prerequisite: REA 090, ENG 100

Cultural values and history of Mexican-Americans in the southwest through their major art forms created since 1600. Spanish, Mexican, and Native-American influences on Mexican-American arts.

HUM 238 Sacred Images, Sacred Spaces

3 Credit Hours • 45 Contact Hours (Lecture)
Prerequisite: REA 090, ENG 100

This course will examine the historical, social, and cultural forces that influenced the design and presentation of sacred images in several Latin American and Southwestern US cultures. Students will study stylistic features of images in various media in relation to their architectural contexts, their sacred spaces.

HUM 266 Culture Studies

1-3 Credit Hours • 22.5-67.5 Contact Hours (Lecture/Lab)
Prerequisite: REA 090, ENG 100

Interdisciplinary studies of a specific culture within a country of that culture with references to historical context and cultural concerns and values. Emphasis may be on either the arts or language/linguistics. May be repeated under a different subtitle for a maximum of 9 credits.

Insurance and Risk Management

IRM 121 Principles of Insurance

3 Credit Hours • 45 Contact Hours (Lecture)

Basic principles of insurance; an overview of the nature and operation of the insurance business; and an introduction to insurance contracts.

IRM 122 Principles of Personal Insurance

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: IRM 121 or faculty consent

Analysis of personal loss exposures and personal insurance coverage including homeowners and other dwelling coverage, personal liability, inland marine, auto, life and health, flood, crime, and crop damage.

IRM 123 Principles of Commercial Insurance

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: IRM 121 or faculty consent.

Commercial coverage including property, business income, inland and ocean marine, crime, boiler and machinery, general liability, automobile, workers' compensation, farm and business owners as well as miscellaneous liability coverage, surety, and excess and surplus lines.

IRM 125 Group Insurance Benefits

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: IRM 121 or IRM 147, or faculty consent.

An examination of the field of group and employee benefits and life and health products presented from both risk management and financial management perspectives.

IRM 126 Introduction to Financial Planning

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: IRM 121 or IRM 147, or faculty consent.

A comprehensive introduction to the multidiscipline field of financial planning, explaining the planning process and how insurance, investments, and government entitlements affect estate, retirement, and other planning needs.

IRM 127 Principles of Insurance Production

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: IRM 122 and IRM 123, or faculty consent

Introduction to the unique requirements of insurance sales based upon the risk management process with emphasis on exposure identification. This course examines the legal environment of insurance sales and addresses the specific characteristics of selling life insurance, personal insurance, commercial insurance, packages, property and general liability. This course is an alternative to IRM 145 and IRM 150.

IRM 128 Multi-lines Insurance Protection

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: IRM 122 and IRM 123, or faculty consent.

This course is concerned with the highly specialized field of commercial lines insurance sales, emphasizing selling techniques and account development strategies for commercial packages; workers compensation; excess property and liability; ocean marine and aviation insurance; surety bonds and other commercial lines of insurance. This course is an alternative to IRM 145 and IRM 130.

IRM 129 Agency Operations and Sales Management

3 Credit Hours • 45 Contact Hours (Lecture)

In-depth examination of agency operations in the areas of planning, organizing, staffing, directing, and controlling centered on the financial management approach as well as introduction to sales management focusing on individual sales plans for procedures, risk placement management, competition management, suspecting, and prospecting. This course also addresses insurance ethics and professional liability and is an alternative to IRM 145 and IRM 150.

IRM 130 Colorado Insurance Pre-Licensing

4 Credit Hours • 60 Contact Hours (Lecture)

This course is a comprehensive review of insurance principles and practices. It entails an in-depth examination of property and casualty insurance with considerable emphasis placed on commercial insurance.

IRM 143 Ethics, Insurance Perspectives and Insurance Contract Analysis (CPCU 1)

3 Credit Hours • 45 Contact Hours (Lecture)

A foundation course for the CPCU curriculum, examining the American institute Code of Professional Ethics and analyzing insurance from the perspectives of its evolutionary roots, its role as a risk management tool, its function as a regulated social device, and its unique nature as a legal contract. In addition, it emphasizes the skills necessary to read, analyze, and interpret property and liability insurance contracts.

IRM 145 Personal Risk Management and Insurance (CPCU 2)

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: IRM 122 or faculty consent.

An advanced study of the use of insurance and non-insurance techniques to handle the loss exposures and financial planning needs of individuals and families; presented from the risk management perspective.

IRM 147 Principles of Life/Health Insurance

3 Credit Hours • 45 Contact Hours (Lecture)

A foundation course for the CLU/CHFC curriculum introducing the student to life and health insurance fields from a financial management perspective. In addition, it explains how life and health insurance products fit into the broad framework of financial planning. This is a foundation course for the insurance emphasis area.

IRM 150 Insurance Operations (CPCU 5)

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: IRM 121 or IRM 123, or faculty consent

An in-depth examination of insurance company operations detailing the major insurance functions of marketing, underwriting, reinsurance, rate making, loss control, and claims handling and adjusting.

IRM 154 Essentials of Risk Management

3 Credit Hours • 45 Contact Hours (Lecture)

An in-depth examination of the nature, purpose, and steps in risk management including the identification of an analysis of the loss exposures of individuals and organizations; the examination and application of alternative risk management techniques; and the development and justification of risk management decisions.

IRM 155 Essentials of Risk Control

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: IRM 154 or faculty consent

In-depth examination of the role of risk control in risk management with emphasis on developing specific applications to specific loss exposures, applying decision roles for choosing risk control techniques, and implementing and monitoring chosen risk control techniques studied in IRM 154.

IRM 156 Essentials of Risk Financing

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: IRM 154 or faculty consent

In-depth examination of the role and importance of risk financing in risk management with emphasis on developing specific applications of risk financing to specific loss exposure; applying decision roles for choosing risk financing techniques. Implementing chosen risk financing techniques studied in IRM 154.

Integrated Circuit Fabrication

ICF 101 Microelectronics Fabrication

6 Credit Hours • 135 Contact Hours (Vocational Lab)

This course delivers the fundamental concepts used to create microelectronic semiconductor integrated circuits. This extensive course includes aspects of semiconductor manufacturing, materials, equipment, processes, contamination control, testing, measurements, and cleanroom environments.

ICF 102 Cleanroom Processes

1 Credit Hour • 15 Contact Hours (Lecture)

Corequisite: ICF 101 or faculty consent.

This course delivers concepts of semiconductor manufacturing cleanroom protocols, contamination control, cleanroom air strategies, HEPA filtering systems cleanroom construction designs, process water, process gases, process chemicals, materials, supplies, and safety issues.

ICF 104 Vacuum Systems

4 Credit Hours • 90 Contact Hours (Vocational Lab)

This extensive course delivers concepts of vacuum system principles, roughing pumps, pump design types, high vacuum pumps, high vacuum pump design types, system applications, gauges and measurement systems, vacuum materials and related hardware, system design and performance evaluations, vacuum system troubleshooting, and leak detection.

ICF 106 Semiconductor Active Devices and Mixed-Signal ICs

6 Credit Hours • 90 Contact Hours (Lecture)

Prerequisite: ELE 112, ELE 113

Corequisite: ICF 107 or ELE 212

This course delivers the knowledge and skills needed to use active devices, linear and nonlinear operational amplifier ICs, analog and digital mixed-signal ICs, and the applications of diverse circuit types in automated process control and manufacturing environments. Students will receive credit for ICF 106 or ELE 211 but not for both.

ICF 107 Semiconductor Active Devices and Mixed-Signal ICs Lab

3 Credit Hours • 90 Contact Hours (Lab)

Prerequisite: ELE 112, ELE 113

Corequisite: ICF 106 or ELE 211

This course delivers laboratory experiences, knowledge, and skills in using active devices, linear and nonlinear OP-AMP ICs, analog and digital mixed-signal ICs, OP-AMP control system circuits, and circuits for automated process control applications.

ICF 108 Control Systems

5 Credit Hours • 112.5 Contact Hours (Vocational Lab)

Corequisite: ELE 112, ELE 113

This course delivers the fundamental concepts used in automated electronic control systems. The courseware provides knowledge and skills related to process control, input/output devices, control systems and characteristics, control mechanisms and valves, transfer functions, analog and digital control functions, and sensors controlling timing and microprocessor software and systems. SPC tools and control system safety issues are also emphasized.

ICF 212 Vacuum Systems

4 Credit Hours • 90 Contact Hours (Vocational Lab)

Prerequisite: ICF 104

This course delivers semiconductor industry-specific knowledge and skills associated with RF energy and related vacuum systems and applications including concepts of electromagnetic radiation; RF power sources, impedance matching networks, transmission lines, plasmas and plasma physics, plasma applications and RF energy system safety issues.

ICF 214 RF Energy

3 Credit Hours • 67.5 Contact Hours (Vocational Lab)

Prerequisite: ELE 112, ELE 113, ICF 104, ICF 108, CHE 101, PHY 133

This course identifies electronic principles used in RF systems within the IC manufacturing environment. Topics include radio frequency, transmission lines, amplifiers, RF subsystems and controls, RF plasma system reactors, instrumentation, measurement, plasma safety concerns, troubleshooting, and chamber loading.

ICF 216 Electromechanical and Pneumatic Systems

5 Credit Hours • 112.5 Contact Hours (Vocational Lab)

Prerequisite: Completion of all ICF 100 courses

This course delivers a semiconductor industry-specific knowledge and skills associated with electromechanical and pneumatic systems, including control systems concepts, transducers and sensors, transmission systems, pneumatic controller, microprocessor electronic controllers, control system designs, safety issues, and control systems limitations.

ICF 218 Automated Process Control Systems

6 Credit Hours • 90 Contact Hours (Lecture)

Prerequisite: Completion of all ICF 100 courses

Corequisite: ICF 219

This course delivers semiconductor industry-specific knowledge and skills associated with automated process control systems used in IC fabrication environments, including process control principles, analog signal conditioning, digital signal conditioning, thermal, mechanical and optical sensor systems, final control solutions, discrete state process control, controller principles, analog and digital controllers, control loop characteristics, control system configurations, process loop tuning and operational evaluations, and automated systems safety issues.

ICF 219 Automated Process Control Systems - Laboratory

3 Credit Hours • 90 Contact Hours (Lab)

Prerequisite: Completion of all ICF 100 courses

Corequisite: ICF 218

This course delivers practical laboratory experiences in the semiconductor industry. Specific automated process control systems used in IC fabrication environments. Laboratory experimentation projects and activities are applications of concepts studied in the ICF 218 course.

ICF 230 Advanced Process: Thin Films, Dopants

5 Credit Hours • 112.5 Contact Hours (Vocational Lab)

Prerequisite: Completion of all ICF 100 courses

This course provides the advanced knowledge and skills required in semiconductor IC Fabrication for the growth and deposition of thin films and the introduction of dopants. This includes oxidation, chemical vapor deposition, physical deposition, dopant predeposition, ion implant, related equipment, metrology, and process control.

ICF 240 Advanced Process: Photolithography, Etch

4 Credit Hours • 90 Contact Hours (Vocational Lab)

Prerequisite: Completion of all ICF 100 courses

This course provides the advanced knowledge and skills required in semiconductor IC Fabrication for producing patterns in the various circuit layers. This includes applying, exposing, developing and removing photoresist, wet and dry etching of layers, and the related equipment, metrology, and process control.

Interior Design

IDE 105 Introduction to Interior Design

3 Credit Hours • 45 Contact Hours (Lecture)

Design awareness, color, and the elements of style are introduced in this overview of the interior design industry. Focus is on design awareness and creative problem solving while studying various facets related to interiors.

IDE 110 Interior Design I - Overview and Application

3 Credit Hours • 67.5 Contact Hours (Vocational Lab)

Corequisite: ARC 101, ARC 104 and faculty consent

This course introduces the student to the interior design industry, interior architecture, and the relationships with other design disciplines. Focus will be on the application of the elements of design, presentation techniques, and creativity. Field trips will be made to commercial and residential design studios.

IDE 115 History of Interior Design

3 Credit Hours • 45 Contact Hours (Lecture)

This course offers a study of interior furnishings from the medieval period to the Revival styles of the mid-eighteenth century to the contemporary classics used in modern interiors today. The characteristics of historical interiors, ornamental design, use of color, and architecture will be the primary emphases.

IDE 116 Estimating Interior Materials

3 Credit Hours • 45 Contact Hours (Lecture)

NOTE: For IDE majors only.

This course is designed to develop skills when estimating materials and costs for interior finishes including paint, carpet, wall covering, and fabrics. Emphasis is on specification, documentation, and details.

IDE 117 Textiles and Resources

2 Credit Hours • 45 Contact Hours (Vocational Lab)

NOTE: For IDE majors only.

This course emphasizes the study of fabrics, fibers, weaves, finishes, dyeing, and printing methods for residential and commercial fabrics and carpets. Resources are discussed, developed, and visited.

IDE 120 Interior Design II - Space Planning and Human Factors

4 Credit Hours • 75 Contact Hours (30 Lecture/45 Vocational Lab)

NOTE: For IDE majors only.

Prerequisite: IDE 110

This course is designed to develop awareness of human dimensions, spatial relationships, and the importance of the physical and psychological characteristics of people. Studies include residential and commercial spaces and ADA factors.

IDE 201 Local Market Tour

3 Credit Hours • 45 Contact Hours (Lecture)

The focus of this course is on the regional market place as a resource for the practicing interior designer. Students will participate in tours of local shops, studios, showrooms, and fabrication facilities to become familiar with local trade sources.

IDE 205 Special Topics Studies

2 Credit Hours • 45 Contact Hours (Vocational Lab)

Prerequisite: faculty consent

This course is designed for the advanced student to devote time to the development of a special project of creative interest. This could range from timely topics of concern to the design professional, historical preservation research, or any other approved topic for independent study. Department Chair will determine if requested area of study is approved.

IDE 210 Interior Design III - Materials, Details, Codes, and Specs

4 Credit Hours • 75 Contact Hours (30 Lecture/45 Vocational Lab)

Prerequisite: IDE 120, ARC 101

Coordination of interior building materials, interior details and section drawings, building codes and specifications for typical and custom projects and the ability to communicate custom designed furnishings specifications.

IDE 215 Professional Practice for Interior Designers

2 Credit Hours • 30 Contact Hours (Lecture)

Prerequisite: IDE 110, IDE 120

Students are introduced to many of the business procedures encountered in the commercial and residential practice of interior design. The student will generate a business plan and a marketing plan and learn how to establish accounts within the industry.

IDE 217 Window Treatments

2 Credit Hours • 30 Contact Hours (Lecture)

Prerequisite: faculty consent

Discussion and demonstration of hard and soft window treatments used in today's market place. Measuring, installing, pricing, ordering, and resource development are investigated. Fabric weaves and weights, trims and linings are discussed, and creative treatments are designed and specified.

IDE 220 Interior Design IV – Specialty CAD Applications

3 Credit Hours • 52.5 Contact Hours (30 Lecture/22.5 Vocational Lab)

Prerequisite: IDE 210, ARC 108

This course is divided into three sections to allow the student exposure to various types of software used by major companies in the practice of design. A project will be completed for each of three different software programs.

IDE 230 Studio I - Residential

3 Credit Hours • 52.5 Contact Hours (30 Lecture/22.5 Vocational Lab)

Concurrent: IDE 210, IDE 215, IDE 217

The advanced interior design student will be challenged to study residential design components, generate working drawings, elevations, furnishing plans, specifications, budget sheets, and color boards. Grading includes a final formal presentation. Independent study in resource development is expected.

IDE 231 Studio II - Residential

4 Credit Hours • 82.5 Contact Hours (15 Lecture/67.5 Vocational Lab)

Prerequisite: IDE 230 or IDE 240

The advanced interior design student will be given criteria to design a residence and will be expected to generate a completed project for final formal presentation. Independent research and study are expected.

IDE 240 Studio I - Commercial

3 Credit Hours • 52.5 Contact Hours (30 Lecture/22.5 Vocational Lab)

Prerequisite: IDE 210, IDE 215, IDE 217

The advanced interior design student will generate plans, specifications, elevations, and color boards for selected commercial spaces. Independent study is required for developing criteria for furnishing selections. Grading includes a final formal presentation.

IDE 241 Studio II - Commercial

4 Credit Hours • 82.5 Contact Hours (15 Lecture/67.5 Vocational Lab)

Prerequisite: IDE 230 or IDE 240

The advanced interior design student will be given a specific area and will be expected to generate a completed project for final formal presentation. Independent research and study are expected.

IDE 270 Internship

3 Credit Hours • 135 Contact Hours (Work Experience)

Prerequisite: faculty consent

Students will work at various design industry related positions available in the community. First and last weeks of semester will be in-class lecture and discussion. Job supervisor is required to submit employee evaluation to instructor for last week evaluation. GPA 2.8 in IDE classes required for registration.

International Business

INT 210 International Business Office Administration

3 Credit Hours • 45 Contact Hours (Lecture)

Discusses the importance of proper office procedures in an international environment. Topics include how to interact with international visitors, manage international communications including FAXES, TELEX, international long distance, multi-cultural understanding and sensitivity, and make international travel arrangements.

INT 221 Principles of International Business

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: BUS 115 or faculty consent

An introductory course that focuses on managing a business in a global environment. Topics covered include international business terminology, how international business is different from domestic business, international trade and foreign investment, economic theories on international trade, international monetary system, international organizations, country risk assessment, international marketing, and international careers.

INT 222 Principles of Exporting and Importing

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: BUS 115 or faculty consent

Explores the fundamentals of exporting U.S. goods to foreign countries and the importing of foreign goods to the United States. Includes the discussion of the U.S. and foreign Department of Commerce, required documentation, including the Customs Modernization Act, currency risks, credit issues, letters of credit and trading groups (i.e. NAFTA).

INT 241 Doing Business in a Global Environment

3 Credit Hours • 60 Contact Hours (15 Lecture, 45 Lecture/
Lab Combination)

To expose the student, on an experiential level, to the realities of conducting business in a foreign country and the international environment. The course will focus on and reinforce topics such as economic globalization, cultural exchanges and sensitivities, the realities of conducting business in a foreign environment, and evaluation of business opportunities in a foreign country. This course requires travel to an instructor-selected foreign environment.

INT 243 Principles of International Marketing

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: INT 221 or faculty consent

Provides students with an understanding of the scope of international marketing and a background in international trade and commerce theory. Topics include the scope and challenge of global marketing, internationalization of U.S. business, the international marketing tasks of marketing controllables, domestic and foreign uncontrollables, self-reference criterion, development of a global awareness, cultural dynamics in assessing global markets, business customs and practices, multinational market regions and market groups, research of global markets, international distribution systems, and pricing for international markets.

Interpreter Preparation

IPP 111 Text Analysis

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: ASL 111

The purpose of this course is to introduce ASL and English textual analysis to students. Cultural implications in ASL and English texts will be discussed and identified. This information will provide a basis on which the student can build communication and interpretation skills in English and American Sign Language.

IPP 114 Oral Communication Facilitation

2 Credit Hours • 30 Contact Hours (Lecture)

Prerequisite: IPP 121

In this course, students will have the opportunity to develop basic oral communication facilitation skills. The course will allow the student to learn the different techniques available in facilitating effective oral communication between consumers.

IPP 121 Aspects of Interpreting I

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: ENG 121

The purpose of this course is to acquaint students with the basics of interpreting. This will enable students to understand what interpreting involves and the professional requirements of being an interpreter. In this course, students are introduced to the code of ethics, situation assessment required for effective interpreting, and certification of interpreters.

IPP 122 Aspects of Interpreting II

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: IPP 121

This course will provide a more in-depth study of the field of interpreting, expanding on the basics introduced in IPP 121. Lecture/discussion sessions will address ethical decision-making and cultural issues as well as work. Students will observe various professional interpreters throughout the semester.

IPP 134 Introduction to Interpreting

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: ASL 112, IPP 111, IPP 121

The purpose of this course is to provide students with an analysis of interpretation theory and the development of processing skills, which will be applied to consecutive interpretation.

IPP 144 Diversity Within the Deaf Community

2 Credit Hours • 30 Contact Hours (Lecture)

Prerequisite: ASL 111 or faculty consent

The purpose of this course is to expand the students' knowledge of the impact of deafness on the development of language and cognition and the socialization of deaf individuals in a hearing world.

IPP 203 Educational Interpreting

4 Credit Hours • 60 Contact Hours (Lecture)

Prerequisite: ASL 112 or faculty consent

The focus of this course will be to gain insight into the roles of the interpreter/tutor in the mainstream environment, to recognize the implications of child development and classroom interaction patterns on interpreting; and to acquire a repertoire of tutoring strategies and specialized vocabulary encountered in the educational setting.

IPP 221 Voice to Sign Interpreting

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: ASL 211 and IPP 122

Exercises and discussion will focus on skills development and the interpreting process. Students will be exposed to a wide variety of speakers through videotapes and guest speakers.

IPP 222 Sign to Voice Interpreting

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: ASL 211 and IPP 122

The purpose of this course is to provide students an opportunity to build skills in interpreting and transliterating into spoken English from ASL and various contact varieties.

IPP 224 Transliterating

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: IPP 122, ASL 211

The purpose of this course is to provide students with a knowledge of transliterating techniques and allow them to develop skills in transliterating spoken English into signed English. The student is introduced to the concept of transliterating and the difference between transliterating and interpreting.

IPP 230 Advanced Interpreting

4 Credit Hours • 60 Contact Hours (Lecture)

Prerequisite: ASL 212, IPP 221, IPP 222, IPP 224

This course provides students with an opportunity to further develop and refine skills in sign-to-voice and voice-to-sign interpretation and transliteration.

IPP 235 Sign Vocabulary Expansion

2 Credit Hours • 30 Contact Hours (Lecture)

Prerequisite: ASL 212, ASL 214, or faculty consent

This course is designed to increase the students' lexicon of technical ASL signs and the appropriate English translations for those signs related to various professions, sports and leisure, drug use/abuse, and sexual behavior.

IPP 240 Interpreter Seminar

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: ASL 212, IPP 111, 121, 122, 221

Corequisite: IPP 244

The purpose of this course is to provide students with an open forum to discuss situations arising from interpreter assignments during internship and an opportunity to prepare to enter the interpreting field.

IPP 244 Interpreter Internship

5 Credit Hours • 225 Contact Hours (Internship)

Grading: S/U only.

Prerequisite: ASL, IPP 111 - 224 and an average of "B" or higher with no more than 1 "C" in ASL 212, IPP 221, IPP 222, and IPP 224.

Corequisite: IPP 240

This course provides field experience interpreting in a supervised education, community, service agency, or other setting.

Italian

ITA 107 Italian for Business

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: REA 090, ENG 100

Language orientation in the context of business and financial activities. Focus will be on specialized business vocabulary and essential cultural information.

ITA 111 Italian I

5 Credit Hours • 75 Contact Hours (Lecture)

Prerequisite: REA 090, ENG 100

Begins a sequence dealing in the development of functional proficiency in listening, speaking, reading, and writing the language.

ITA 112 Italian II

5 Credit Hours • 75 Contact Hours (Lecture)

Prerequisite: REA 090, ENG 100, ITA 111 (grade C or better) or faculty consent

Continues ITA 111 in the development of functional proficiency in listening, speaking, reading, and writing the language.

ITA 211 Italian III

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: REA 090, ENG 100, ITA 112 (grade C or better) or faculty consent

Continues ITA 111 and 112 in the development of increased functional proficiency in listening, speaking, reading, and writing the language.

ITA 212 Italian IV

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: REA 090, ENG 100, ITA 211 (grade C or better) or faculty consent

Continues ITA 111, 112, and 211 in the development of increased functional proficiency in listening, speaking, reading, and writing the language.

ITA 266 Culture Studies

1-3 Credit Hours • 22.5-67.5 Contact Hours (Lecture/Lab)

Prerequisite: REA 090, ENG 100

Interdisciplinary studies of a specific culture within a country of that culture with references to historical context and cultural concerns and values. Emphasis may be on either the arts or language/linguistics. May be repeated under a different subtitle for a maximum of 9 credits.

Japanese

JPN 107 Japanese for Business

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: REA 090, ENG 100

Language orientation in the context of business and financial activities. Focus will be on specialized business vocabulary and essential cultural information.

JPN 109 Japanese for Travel

2 Credit Hours • 30 Contact Hours (Lecture)

Prerequisite: REA 090, ENG 100

Special Grading: S/U only

Introduces basic vocabulary and expressions useful to travelers in Japanese-speaking countries. Customs, traditions, and cultural attitudes to be discovered by a visitor to a Japanese-speaking country are also covered. Does not fulfill humanities area requirements. Not intended for transfer.

JPN 111 Japanese I

5 Credit Hours • 75 Contact Hours (Lecture)

Prerequisite: REA 090, ENG 100

Begins a sequence dealing in the development of functional proficiency in listening, speaking, reading, and writing the language.

JPN 112 Japanese II

5 Credit Hours • 75 Contact Hours (Lecture)

Prerequisite: REA 090, ENG 100, JPN 111 (grade C or better) or faculty consent

Continues JPN 111 in the development of functional proficiency in listening, speaking, reading, and writing the language.

JPN 201 Conversational Japanese III

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: JPN 102

This is the third course in a sequence for students who wish to continue their study of understanding and speaking Japanese. The material will include intermediate level vocabulary, grammar, and expressions.

JPN 202 Conversational Japanese IV

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: JPN 201

This is the fourth course in a sequence for students who wish to continue their study of understanding and speaking Japanese. The material will continue to cover intermediate level conversational patterns, expressions, and grammar.

JPN 211 Japanese III

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: REA 090, ENG 100, JPN 112 (grade C or better) or faculty consent

Continues JPN 111 and 112 in the development of increased functional proficiency in listening, speaking, reading, and writing the language.

JPN 212 Japanese IV

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: REA 090, ENG 100, JPN 211 (grade C or better) or faculty consent

Continues JPN 211 in the development of functional proficiency in listening, speaking, reading, and writing the language.

JPN 266 Culture Studies

1-3 Credit Hours • 22.5-67.5 Contact Hours (Lecture/Lab)

Prerequisite: REA 090, ENG 100

Interdisciplinary studies of a specific culture within a country of that culture with references to historical context and cultural concerns and values. Emphasis may be on either the arts or language/linguistics. May be repeated under a different subtitle for a maximum of 9 credits.

Journalism

JOU 101 Broadcasting I

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: MAT 036, REA 115, ENG 100

Corequisite: TCM 106

This course covers radio programming, formats and audience rating surveys, basic and sophisticated communication systems, history of broadcasting, broadcasting and production equipment, and program broadcast systems and propaganda.

Credit will be granted for JOU 101 or TCM 101 but not for both.

JOU 102 Introduction to Editing

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: MAT 036, REA 115, ENG 100

The process of editing articles for publication in newspapers, newsletters, and magazines. The Associated Press Style is emphasized.

JOU 105 Introduction to Mass Media

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: MAT 036, REA 115, ENG 100

This survey course places the mass media in a historical and cultural perspective to study the relationships between mass media and society. This course also introduces students to some of the ethical, legal, and economic issues that affect the mass media and their consumers.

JOU 106 Fundamentals of Reporting

3 Credit Hours • 60 Contact Hours (30 Lecture, 30 Lab)

Prerequisite: MAT 036, REA 115, ENG 100

This is an introductory course in newswriting, reporting and interviewing, with an emphasis on clarity, accuracy, timeliness, and fairness.

JOU 109 Introduction to Desktop Publishing

4 Credit Hours • 75 Contact Hours (45 Lecture, 30 Lab)

Prerequisite: MAT 036, REA 090, ENG 100

Introduces fundamentals of desktop publishing with PageMaker, Microsoft Word, and other software applications. Students will study basic word processing, database files, and graphics as they design business cards, brochures, fliers, and newsletters. Typing of 25 WPM recommended.

JOU 111 Introduction to Print Media Advertising

4 Credit Hours • 75 Contact Hours (45 Lecture, 30 Lab)

Prerequisite: MAT 036, REA 115, ENG 100

This course covers creative sales and design concepts for print media; market identification in relation to several print media; and development of appropriate messages for select media.

JOU 121 Introduction to Print Media Photography

3 Credit Hours • 60 Contact Hours (30 Lecture, 30 Lab)

Prerequisite: MAT 036, REA 115, ENG 100

This is an introductory, hands-on course in black-and-white photography, with an emphasis on photojournalistic techniques, processing and printing. This course includes an investigation of word/picture relationships in creating photo essays for publications.

JOU 201 TV Production

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: MAT 036, REA 115, ENG 100

Corequisite: TCM 106

This course covers principles and techniques of television production such as camera operation, basic lighting, operation of video recording equipment, video switcher, and audio. Production procedures, planning, and the role of the director/producer are also covered.

Credit will be granted for TCM 201 or JOU 201, but not for both.

JOU 206 Intermediate Newswriting and Editing

3 Credit Hours • 60 Contact Hours (30 Lecture, 30 Lab)

Prerequisite: MAT 036, REA 115, ENG 100, JOU 106 or faculty consent

This course will sharpen students' skills in newswriting and reporting with an emphasis on editing, ethics, and news judgment. Students may also develop skills in broadcast, public affairs, and investigative writing.

JOU 215 Publications Production and Design

3 Credit Hours • 60 Contact Hours (30 Lecture, 30 Lab)

Prerequisite: MAT 036, REA 115, ENG 100

This intermediate course provides students with practical experience in the design, editing, and layout of special, non-newspaper publications. Students may be required to work on the college yearbook, literary magazine, student handbook, or other approved publications.

JOU 221 Newspaper Design I

3 Credit Hours • 75 Contact Hours (15 Lecture, 60 Lab)

Prerequisite: MAT 036, REA 115, ENG 100, JOU 102, JOU 109

This introductory course provides students with practical experience in the areas of newswriting, editing, design, layout and advertising for newspaper production. Students may be required to work on the college newspaper or other news-oriented publications.

JOU 222 Newspaper Design II

3 Credit Hours • 75 Contact Hours (15 Lecture, 60 Lab)

Prerequisite: MAT 036, REA 115, ENG 100, JOU 221

This intermediate course allows students to build their practical newspaper production experience through highly focused work on the college newspaper or other approved news-oriented publications.

JOU 231 Introduction to Public Relations

4 Credit Hours • 60 Contact Hours (Lecture)

Prerequisite: MAT 036, REA 115, ENG 100

Concepts and basic understanding with emphasis on anticipatory problem recognition and solution in business, civic, social, public, and private agency development. An integrated approach is the focus of the course.

JOU 241 Magazine Article Writing

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: MAT 036, REA 115, ENG 100

In this course students will study magazine feature writing techniques with an emphasis on the freelance marketing and sale of articles. The course may also include practice in opinion writing, especially reviews and editorials.

JOU 270 Journalism Internship

3 Credit Hours • 135 Contact Hours (Internship) or

5 Credit Hours • 225 Contact Hours (Internship)

Prerequisite: MAT 036, REA 115, ENG 100

Students serve as interns with local news media and agencies, applying skills and theory while working as reporters, editorial assistants, copy writers, art assistants, photo journalists, or public relations assistants.

Korean

KOR 101 Conversational Korean I

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: REA 090, ENG 100

This is the first course in a sequence for beginning students who wish to understand and speak Korean. The material will include basic vocabulary, grammar, and expressions that are used in daily situations and in travel.

KOR 107 Korean for Business

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: REA 090, ENG 100

Language orientation in the context of business and financial activities. Focus will be on specialized business vocabulary and essential cultural information.

Landscape Technician

LTE 105 Woody Landscape Plants

3 Credit Hours • 67.5 Contact Hours (Vocational Lab)

This course introduces students to evergreen and deciduous shrubs and other woody landscape plant materials.

LTE 106 Green Industry Equipment

2 Credit Hours • 45 Contact Hours (Vocational Lab)

This course introduces students to the basic equipment used in the green industry: mowers, trimmers, chainsaws, tampers, walk-behind trenchers as well as other gas powered hand tools. Students will also learn to service, overhaul and troubleshoot two and four cycle engines.

LTE 112 Landscape Irrigation Design and Installation

3 Credit Hours • 67.5 Contact Hours (Vocational Lab)

This course covers principles of residential and commercial irrigation design, shows students how to read, understand, and construct irrigation plans, and teaches standard, accepted techniques for installation of sprinkler systems. The course helps students prepare for the Certified Landscape Technician (CLT) exam and for exams offered by the Irrigation Association (IA).

LTE 113 Landscape Drafting and Design

3 Credit Hours • 67.5 Contact Hours (Vocational Lab)

This course introduces students to the basic principles of landscape design, the tools necessary to complete the design, and the steps involved from conception to completion of a finished blueprint.

LTE 124 Landscape Installation

3 Credit Hours • 67.5 Contact Hours (Vocational Lab)

This course covers the installation of a landscape from the plan to completion, including figuring materials and placing plants. Students will learn to make practical on-site adjustments and field changes. Additionally, the course will cover the demolition and removal of an existing landscape to renovate and re-plant.

LTE 127 Herbaceous Plants

3 Credit Hours • 67.5 Contact Hours (Vocational Lab)

This course introduces students to perennials, annuals, and other non-woody landscape plant materials.

LTE 135 Weed Identification and Control

2 Credit Hours • 45 Contact Hours (Vocational Lab)

This course covers the identification, prevention, and control of weeds in the landscape. Emphasis will be placed on preparing students for the Colorado State exam for turf and landscape certification.

LTE 137 Plant Propagation

3 Credit Hours • 67.5 Contact Hours (Vocational Lab)

The theory and application of propagation by seeds, cuttings, budding, grafting, and layering will be taught. Proper usage of chemical root stimulators will also be covered.

LTE 202 Landscape Irrigation Maintenance and Repair

3 Credit Hours • 67.5 Contact Hours (Vocational Lab)

This course covers principles for analyzing, operating, maintaining, and repairing residential and commercial irrigation systems, with special emphasis on proper practices for good water management. Considerable attention is given techniques for adjusting, repairing, or replacing specific components made by major manufacturers like Rainbird, Hunter, Toro, Irritrol, Febco, Wilkins, and others. This course helps students prepare for the Certified Landscape Irrigation Auditor (CLIA) exam given by the Irrigation Association (IA).

LTE 203 Introduction to LanCAD

3 Credit Hours • 67.5 Contact Hours (Vocational Lab)

Prerequisite: DRT 103 or faculty consent.

The latest release of the LanCAD software is used in various drafting applications. Students entering this course should already possess manual drafting skills or be concurrently enrolled in a manual drafting course. Keyboarding skills are recommended.

LTE 205 Landscape Insects and Disease

3 Credit Hours • 67.5 Contact Hours (Vocational Lab)

This course covers the identification, prevention, and control of diseases and insect problems.

LTE 207 Landscape Maintenance

3 Credit Hours • 67.5 Contact Hours (Vocational Lab)

This course covers the care and maintenance of both new and established landscapes and turf areas. Students will be instructed in the proper methods of pruning, thinning, and transplanting landscape plant materials. Emphasis will be placed on year-round service and all phases of maintenance on both hardscaping and landscaping.

LTE 208 Green Industry Large Equipment

2 Credit Hours • 45 Contact Hours (Vocational Lab)

This course introduces students to the basic large equipment used in the green industry. Tractors, backhoes, skid loader, ride-along trenchers, trackhoes, and other large equipment will be covered. Emphasis will be placed on transporting equipment on trailers to job sites, and proper loading and unloading as well as immediate action guidelines in emergency circumstances. Students will also learn basic preventive maintenance and troubleshooting of the equipment.

LTE 217 Hardscape Construction

3 Credit Hours • 67.5 Contact Hours (Vocational Lab)

The design and construction of retaining walls, steps, patios, ponds, walkways, fences, benches, and other permanent structure in the landscape will be covered in this course. Various edging materials will be addressed as well as rock and mulch usage in the landscape.

LTE 218 Principles of Grading and Drainage

3 Credit Hours • 67.5 Contact Hours (Vocational Lab)

Prerequisite: MAT 151 or faculty consent

The basics of establishing grade and handling drainage issues for landscape projects will be taught. Students will also become familiar with surveying equipment and drainage supplies such as dry wells and pump systems.

LTE 225 Landscape Pesticides and Fertilizers

2 Credit Hours • 45 Contact Hours (Vocational Lab)

The safe and proper use and application methods of pesticides and fertilizers will be covered in this course.

LTE 226 Green Industry Business Operation

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: MAT 151 or faculty consent.

This course covers the methods and problems involved in start-up operation of green industry business.

LTE 227 Principles of Turf Grasses

3 Credit Hours • 67.5 Contact Hours (Vocational Lab)

The principles and methods of establishing and maintaining turf grasses for multi-purposes will be covered in this course.

LTE 228 Landscape Plant Usage

2 Credit Hours • 45 Contact Hours (Vocational Lab)

The proper height, spread, light, and water requirements, maintenance issues, and other related topics in the selection of the plant for the landscape is covered.

LTE 235 Introduction to Arboriculture

4 Credit Hours • 90 Contact Hours (Vocational Lab)

This course covers selection, planting, pruning, and general care of shade and ornamental trees.

LTE 236 Xeriscape Landscape

3 Credit Hours • 67.5 Contact Hours (Vocational Lab)

The principles of Xeriscaping will be covered. The proper site and soil preparation, proper watering, establishment, installation of xeric-friendly irrigation system, ground covers, and weed control in the xeric garden will all be covered.

LTE 237 Green Industry Bidding and Estimating

3 Credit Hours • 67.5 Contact Hours (Vocational Lab)

This course covers the basics of bidding and estimating from plan to written estimate. Students will do take-offs from various landscape and sprinkler projects and calculate materials, time, and overall cost. Emphasis will be placed on presenting and contracting with clients.

LTE 270 Landscape Internship

5 Credit Hours • 230 Contact Hours (Work Experience)

Prerequisite: LTE 106, 124, 127, BIO 135 or faculty consent

Grading: S/U only.

This course includes 230 hours of related field experience in landscape technology. A coordinated program will be set up by the students, the program coordinator, and the green industry employer.

Latin

LAT 111 Latin I

5 Credit Hour • 75 Contact Hours (Lecture)

Prerequisite: ENG 100, REA 090

Begins a sequence dealing with the development of functional proficiency in listening, speaking, reading, and writing the language.

LAT 112 Latin II

5 Credit Hour • 75 Contact Hours (Lecture)

Prerequisite: ENG 100, REA 090, LAT 111 (grade C or better) or faculty consent

Continues LAT 111 in the development of functional proficiency in listening, speaking, reading, and writing the language.

Legal Assistant

LEG 200 The Paralegal in the Legal System

2 Credit Hours • 30 Contact Hours (Lecture)

This course covers nature, definition, and concept of law. Historical background, the legislative and the judicial systems, organization and substance, statutes, case law, secondary authority, legal education, legal profession, and the function of the paralegal are also covered.

LEG 201 Legal Research I

2 Credit Hours • 30 Contact Hours (Lecture)

In this course, students will develop familiarity with the law library, obtain a working knowledge of legal research and organization of materials, and acquire the ability to look up basic law. Emphasis is on Colorado law.

LEG 202 Legal Research II

2 Credit Hours • 30 Contact Hours (Lecture)

Prerequisite: LEG 201 or faculty consent

In this course, students will increase skills in researching advanced legal problems through the use of additional sources. Emphasis is on federal law.

LEG 203 Corporation Law

2 Credit Hours • 30 Contact Hours (Lecture)

This course covers state law provisions and common contractual arrangements governing the formation of corporations.

LEG 204 Legal Writing

2 Credit Hours • 30 Contact Hours (Lecture)

Prerequisite: LEG 200, LEG 202, or faculty consent

This course covers correct use of language skills as applied to legal correspondence and the arguments used in case briefs, client letters, memoranda, and briefs.

LEG 211 Family Law

2 Credit Hours • 30 Contact Hours (Lecture)

This course covers domestic law, common property, dissolutions, adoptions, legal separations, and others.

LEG 212 Real Estate Law

2 Credit Hours • 30 Contact Hours (Lecture)

This course covers real estate law, ownership sale, leasing, financing, and government regulation of land.

LEG 213 Bankruptcy - Principles and Practices

2 Credit Hours • 30 Contact Hours (Lecture)

This course covers bankruptcy from the viewpoint of both the creditor and debtor. Discussed from the standpoint of how the legal assistant can help the lawyer.

LEG 221 The Court System - Pleading and Practice I

2 Credit Hours • 30 Contact Hours (Lecture)

Prerequisite: LEG 200, LEG 201, or faculty consent

This course covers judicial institutions and the adversary system of judicial contest, including, the organization of courts.

LEG 222 The Court System - Pleading and Practice II

2 Credit Hours • 30 Contact Hours (Lecture)

Prerequisite: LEG 221 or faculty consent

Continuation of LEG 221.

LEG 231 Commercial Law I

2 Credit Hours • 30 Contact Hours (Lecture)

This course covers comprehensive study of the law of contracts, including creation of contracts, performance, discharge, and remedies for breach of contracts and defenses.

LEG 232 Commercial Law II

2 Credit Hours • 30 Contact Hours (Lecture)

Prerequisite: LEG 231 or faculty consent

This course offers a comprehensive study of Article 9, Secured Transaction, of the Uniform Commercial Code in reference to, and as amended by, the State Code. Designed to regulate security interests in personal property.

LEG 243 Probate

2 Credit Hours • 30 Contact Hours (Lecture)

This course covers testate and intestate laws with a notation of the parallel principles and procedures under the Uniform Probate Code.

LEG 245 Torts

2 Credit Hours • 30 Contact Hours (Lecture)

This course covers nature and concepts of acts and omissions (other than breach of contracts) for which the remedy is an action for damages. Negligence, strict liability, nuisance, misrepresentation, defamation, and trespass are also covered.

LEG 247 Legal Ethics

2 Credit Hours • 30 Contact Hours (Lecture)

This course offers an in depth examination of a paralegal's ethical obligations. Unauthorized practice of law, client confidences and secrets, conflicts of interest, and ABA canons of ethics are also covered.

LEG 250 Employment & Labor Law

2 Credit Hours • 30 Contact Hours (Lecture)

This course is an introduction to employment and labor law. Emphasis is on the study of employment discrimination, EEOC practice and procedure, unfair labor practices, workers' compensation, and an overview of labor unions.

LEG 271 Cooperative Work Experience

3 Credit Hours • 105 Contact Hours (15 Lecture, 90 Work Experience)

Special Grading: S/U only

In this course, students work at an approved training station a minimum of six hours per week. Work experience is supervised. To enroll, contact Department Chair, 538-5232.

Literature

LIT 115 Introduction to Literature

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: REA 115, ENG 121 or concurrent

Introduces students to fiction, poetry, and drama. Emphasizes active and responsive reading.

LIT 121 Survey of Mythology

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: REA 115, ENG 121 or concurrent

Myths and legends of Greece, Rome, Egypt, and India and their influence on Western literature, art, music, and on Western cultural attitudes in general.

LIT 125 Study of the Short Story

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: REA 115, ENG 121 or concurrent

This course focuses on careful reading and interpretation of the short story as a distinct genre. It examines formal as well as thematic elements of the short story.

LIT 201 Masterpieces of Literature I

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: REA 115, ENG 121 or concurrent, Sophomore standing recommended.

Examines significant writings in world literature from the ancients through the Renaissance. Emphasizes careful reading and understanding of the works and their cultural backgrounds.

LIT 202 Masterpieces of Literature II

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: REA 115, ENG 121 or concurrent

Examines significant writings in world literature from the 17th century to the present. Emphasizes careful reading and understanding of the works and their cultural backgrounds.

LIT 211 Survey of American Literature I

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: REA 115, ENG 121 or concurrent

This course is an overview of American literature from the Puritans through the nineteenth century Romantics. It explores ideas, historical and social contexts, themes, and literary characteristics of works in various genres by major writers.

LIT 212 Survey of American Literature II

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: REA 115, ENG 121 or concurrent

This course is an overview of American literature from the mid-nineteenth century to the present. It explores ideas, historical and social contexts, themes and literary characteristics of works in various genres by major writers.

LIT 221 Survey of British Literature I

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: REA 115, ENG 121 or concurrent

This course is an overview of British literature from the Anglo-Saxon period through the 17th century. It explores ideas, historical and social contexts, themes, and literary characteristics of works in various genres by major writers.

LIT 222 Survey of British Literature II

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: REA 115, ENG 121 or concurrent

This course is an overview of British literature from the 18th century to the present. It explores ideas, historical and social contexts, themes and literary characteristics of works in various genres by major writers.

LIT 235 Science Fiction

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: REA 115, ENG 121 or concurrent

This course examines the techniques and themes of science fiction through careful reading and interpretation of works by a variety of writers in the genre.

LIT 250 What is Normal?

1 Credit Hour • 15 Contact Hours (Lecture)

Prerequisite: REA 115, ENG 121 or concurrent

A cross disciplinary approach to what different societies have considered normal behavior, mental health, and mental illness. From the perspectives of anthropology, literature, and psychology, the course will compare readings and interpretations of "normal" and "abnormal" behavior from the perspective of viewers and writers both inside and outside various cultures. Students will receive credit for either ANT 250, LIT 250, or PSY 250.

LIT 255 Children's Literature

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: REA 115, ENG 121 or concurrent

This course examines the criteria for selecting appropriate literature for children. Discussion topics explore age levels, values taught through literature, and literary and artistic qualities.

LIT 265 Native American Literature

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: REA 115, ENG 121 or concurrent

Introduction to oral and written literature created by Native American peoples. Emphasizes narrative and ceremonial literature from the oral tradition. Examines oratory, autobiography, essays, poetry, short stories, and novels as oral and written literatures.

LIT 270 Celtic Literature and Art

2 Credit Hours • 30 Contact Hours (Lecture)

Prerequisite: REA 115, ENG 121 or concurrent

This course introduces the early origins of Scottish, Irish, and Welsh literature and art. The major focus of the course is to trace early Celtic themes through medieval literature and show how these typically Celtic themes continue to influence modern Irish and Scottish writers.

Machining

MAG 101 Introduction to Machine Shop

3 Credit Hours • 60 Contact Hours (30 Lecture, 30 Lab)

This course covers safety procedures, use of bench tools, layout tools, power saws, drill presses, precision measurement tools, and various hand tools related to the machine shop. Also included are sharpening a drill bit and a general purpose turning tool for the lathe and determining speeds and feeds for the lathe and the milling machine.

MAG 102 Blueprint Reading

3 Credit Hours • 60 Contact Hours (30 Lecture, 30 Lab)

Prerequisite: MAG 101

This course covers freehand sketching and reading machine working drawings. Tolerances, machine process callouts, positional tolerancing, symbols, drawing notes, and dimensions are also covered.

MAG 110 Engine Lathe I

3 Credit Hours • 60 Contact Hours (30 Lecture, 30 Lab)

Prerequisite: MAG 102

In this course, students will identify the major parts of the engine lathe, mount chucks and accessories on the lathe spindle, set a lathe bit, face, turn, bore, knurl, chamfer, center drill, groove, cut tapers, adjust feeds and speeds, and work with blueprints to make projects within tolerances specified on drawings from 1/64 to .001.

MAG 111 Engine Lathe II

3 Credit Hours • 60 Contact Hours (30 Lecture, 30 Lab)

Prerequisite: MAG 110

In this course, students will single point external and internal unified screw threads to a class three fit; generate angles and tapers; drill and ream holes; determine cutting speeds and feeds; and perform facing and turning operations from blueprints to tolerances of .001.

MAG 112 Engine Lathe III

3 Credit Hours • 60 Contact Hours (30 Lecture, 30 Lab)

Prerequisite: MAG 111

This course will cover how to form radii cuts, single-point isometric threads, turning and facing operations, and making projects from blueprints to tolerances of .0005.

MAG 114 Machining Processes

3 Credit Hours • 60 Contact Hours (30 Lecture, 30 Lab)

A course especially designed to serve the creative needs of students enrolled in the Art for Artisans AGS degree program. This course includes shop safety, basic metals and their characteristics, understanding of basic precision measuring devices, types of machines and operations, development of visualizations into plans, and implementation of the plan from prototype to production. Skill and competence on machines are part of the objective of this course with grading procedures based solely on the successful completion of above objectives.

MAG 115 Machining Lab

3 Credit Hours • 60 Contact Hours (30 Lecture, 30 Lab)

This is a course especially designed for those students enrolled in the Art for Artisans AGS degree program. It includes outcome-based creativity (LAB), creative set-ups and operations (LAB) and necessary procedures (LAB - Skillful creative, and innovative projects will be the primary basis for grading procedures within this course.)

MAG 120 Milling Machine I

3 Credit Hours • 60 Contact Hours (30 Lecture, 30 Lab)

Prerequisite: MAG 102

In this course, students will identify the major parts of the vertical milling machine; align a vise; use an indicator, edge finder, and boring head; determine speeds and feeds for milling operations; sweep in a head; mill flat and square surfaces; drill, bore, and tap holes; and make projects from blueprints holding tolerances of plus or minus .002.

MAG 121 Milling Machine II

3 Credit Hours • 60 Contact Hours (30 Lecture, 30 Lab)

Prerequisite: MAG 120

In this course, students will determine hole locations by coordinates and degrees, use angle plates, use sine plates, cut slots, use Hardinge head, and make projects from blueprints working within a tolerance of .001.

MAG 122 Milling Machine III

3 Credit Hours • 60 Contact Hours (30 Lecture, 30 Lab)

Prerequisite: MAG 121

In this course, students will make projects that involve the use of the rotary table, indexing head, and boring head; drill and ream holes; and index heads while working from blueprints to tolerances of .001.

MAG 201 CNC Lathe Operations I

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: MAG 102, MAG 110, MAT 150, MAT 152, or faculty consent

This course covers computer numerical control (CNC) lathe operations, control functions, the letter address system, the program format, and machine setup and operations. This class NOT offered on an open-entry, open-exit basis.

MAG 202 CNC Lathe Operations II

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: MAG 201

In this course, students will write basic computer numerical control (CNC) lathe part programs for speeds and feeds, straight turning, spherical turning, threading, chamfering, tapering, drilling, tapping, boring, and grooving. Students will also proof and edit the programs to make them valid. This class NOT offered on an open-entry, open-exit basis.

MAG 203 CNC Lathe Lab

3 Credit Hours • 60 Contact Hours (30 Lecture, 30 Lab)

Prerequisite: MAG 202

In this course, students will write programs and run parts from blueprints provided, proof and edit programs to make them valid and run the parts. Programs and parts turned in for a grade. This class NOT offered on an open-entry, open-exit basis.

MAG 204 CNC Milling Operations I

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: MAG 102, MAG 120, MAT 150, MAT152, or faculty consent. This class NOT offered on an open-entry, open-exit basis.

This course covers computer numerical control (CNC) milling machine center operations, control functions, the letter address system, the program format, machine setup and operations.

MAG 205 CNC Milling Operations II

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: MAG 204

In this course, students will write basic computer numerical control (CNC) machining center part programs for speeds and feeds, pocket milling, frame milling, contouring, drilling, tapping, boring, cutter compensation, and fixture offsets. Programs contain operator instructions, tooling sheets, and punched tapes. Students will also proof and edit programs to make them valid. This class NOT offered on an open-entry, open-exit basis.

MAG 206 CNC Milling Lab

3 Credit Hours • 60 Contact Hours (30 Lecture, 30 Lab)

Prerequisite: MAG 205

In this course, students will write programs and run parts from blueprints provided, proof and edit to make them valid, and run the parts. Programs and parts turned in for a grade. This class NOT offered on an open-entry, open-exit basis.

MAG 215 CAD/CAM 2D

3 Credit Hours • 60 Contact Hours (15 Lecture, 45 Vocational Lab)

This course covers geometric design and program generation using Mastercam software. This course is confined primarily to the development of 2D geometry manipulation with programs and lab exercises performed on laser and plasma arc machines. Students will be expected to possess basic computer skills and understand the processes related to computer-driven manufacturing machinery.

MAG 216 CAD/CAM 2D Lab

3 Credit Hours • 60 Contact Hours (15 Lecture, 45 Vocational Lab)

This course is offered in conjunction with MAG 215 and requires students to produce a variety of lab exercises on robotic machinery. Coursework will primarily focus on 2D geometry projects.

MAG 225 CAD/CAM 3D

3 Credit Hours • 60 Contact Hours (15 Lecture, 45 Vocational Lab)

This course covers computer aided machining as it relates to CNC and DNC programming. Three dimensional CAD/CAM programs and lab projects will be produced with file management and execution at the machine as part of the process. Wire frames, production of surfaces, tool paths, parameter settings, post processing, and merging/editing of multiple tool programs will be covered. A familiarity with Mastercam, CNC programming techniques, and CNC operations is recommended.

MAG 226 CAD/CAM 3D Lab

3 Credit Hours • 60 Contact Hours (15 Lecture, 45 Vocational Lab)

This course is offered in conjunction with MAG 225 and requires students to produce a variety of three dimensional lab exercises on robotic machinery. Coursework will focus primarily on advanced geometry to include developing an understanding of CNC codes related to work offsets, cutter compensations, and tool management within CAD/CAM programs on the milling machine.

MAG 240 Practical Metallurgy

3 Credit Hours • 60 Contact Hours (30 Lecture, 30 Lab)

This course offers a study of identify metallurgical terms and definitions, behavior of metals in their service to industry during heating, cooling, shaping, forming, and stress, mechanical properties, theory of alloys, and heat treatment of metals.

Management

MAN 104 Personal Time Management

1 Credit Hour • 15 Contact Hours (Lecture)

Special Grading: S/U only

This course covers the conceptual knowledge and tools to make productive use of the time applicable to business and organizational resources.

MAN 105 Contemporary Business Ethics

3 Credit Hours • 45 Contact Hours (Lecture)

Explores specific ethical issues pertaining to business and their relationship to the consumer, society, family, and the environment. Case studies will be analyzed for practical application.

MAN 106 Action Planning

1 Credit Hour • 15 Contact Hours (Lecture)

Special Grading: S/U only

This course is designed to analyze a specific problem or opportunity in an action plan format. Students will identify a problem/opportunity and develop a comprehensive model for implementation.

MAN 107 Team Building

1 Credit Hour • 15 Contact Hours (Lecture)

Special Grading: S/U only

This course will focus on a number of team building exercises emphasizing specific topical applications of supervisory/ managerial concepts.

MAN 108 Personal Leadership Development

1 Credit Hour • 15 Contact Hours (Lecture)

Special Grading: S/U only

This course will study the techniques employed by successful leaders in conjunction with the development and preparation of the students' career plans. Students will analyze their own leadership styles, and through group discussion, come to understand how to adapt their styles to numerous business situations.

MAN 109 Team Skills in the Business Environment

2 Credit Hours • 30 Contact Hours (Lecture)

This is an activity course that emphasizes how to make teams work in the business environment. Specific attention will be devoted to the principles of the team process, organizational benefits of teams, becoming a team, team communication, training the team, development of team trust, team empowerment, and building effective team performance. Students will develop an understanding of the team's role in the current business environment.

MAN 161 Business Management for Military and Associated Personnel

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: BUS 100 or faculty consent

Applied business principles for the first line manager in the military and for the civilian associated primarily with the military. Application in direct relationship to the job being performed. Theory and application of management principles are also covered. Offered off campus only.

MAN 225 Management Skills for Supervisors

3 Credit Hours • 45 Contact Hours (Lecture)

This course offers management training related to business and industry supervisors. Areas of emphasis include developing interrelationships of people within the work force and directing the work force to attain organizational goals. Group dynamics, motivation, decision making, and human resource management are also covered.

MAN 226 Principles of Management

3 Credit Hours • 45 Contact Hours (Lecture)

A survey of the principles of management. Emphasis will be on the primary functions of planning, organizing, staffing, directing, and controlling with a balance between the behavioral and operational approach.

MAN 227 Small Business Management

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: ACC 110 or faculty consent

Principles and methods of researching, managing, supervising, marketing, financing, controlling, and producing will be covered. Problems unique to small business and organizations will be covered. Small business plan is required.

MAN 228 Principles of Quality Management

3 Credit Hours • 45 Contact Hours (Lecture)

Presents the principles of managing in a "Quality Environment." Explores combining fundamental management techniques, innovative improvement effort, and specialized technical skills to improve quality and productivity. Participating Management, Continuous Process Improvement, and Use of Teams are also covered.

MAN 251 Human Resource Management

3 Credit Hours • 45 Contact Hours (Lecture)

This course covers the selection, development, and maintenance of a work force, employment law, fringe benefits, and wage and salary administration with an emphasis on job design and analysis.

MAN 258 Principles of Finance

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: ACC 110 or ACC 121 and BUS 105, or faculty consent

Financial manager's role in business. Investment of capital and assets, and financing the asset requirements of business firms.

MAN 264 Supervisory Training for Business and Industry I

3 Credit Hours • 45 Contact Hours (Lecture)

This course is for current and aspiring supervisors who want to improve interpersonal and supervisory skills necessary for effective management. Emphasis is on behavior modeling - a method designed to instill learning by supervisory situations as well as specific supervisory skills related to areas of daily performance, mastered through role playing general problems and job-specific situations.

MAN 265 Supervisory Training for Business and Industry II

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: MAN 264

This course is a continuation of MAN 264. It covers areas of daily performance for supervisors and specific supervisory skills including implementing change, using positive discipline, and terminating an employee. A concluding exercise attempts to integrate all skill points.

Marketing

MAR 102 Principles of Advertising

3 Credit Hours • 45 Contact Hours (Lecture)

This course covers advertising and its relationship to business, all areas of media, development of an advertising plan, evaluation, and budget analysis. Field trips and speakers from industry are also included.

MAR 111 Principles of Sales

3 Credit Hours • 45 Contact Hours (Lecture)

This course enables students to understand and develop ethical sales techniques and covers the role of selling the marketing process. Behavioral considerations in the buying and selling process and sales techniques are emphasized.

MAR 117 Principles of Retailing

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: ACC 110 or ACC 121, or faculty consent

This course is a study of the basic principles and techniques of merchandising, operations, layout, store organization, site location, and customer service with an emphasis on retailing operations

MAR 121 Sales or Advertising Techniques I

1 Credit Hour • 15 Contact Hours (Lecture)

Attendance at weekly meetings of a Colorado Springs professional organization (Sales Professionals International or Pikes Peak Advertising Federation) dedicated to the development of quality and integrity in sales and/or advertising. Students are responsible for cost of own meal.

MAR 122 Sales or Advertising Techniques II

1 Credit Hour • 15 Contact Hours (Lecture)

Prerequisite: MAR 121 or faculty consent

Continuation of MAR 121.

MAR 145 Merchandising

3 Credit Hours • 45 Contact Hours (Lecture)

This course emphasizes facility/store organization and merchandising techniques. Topics include location, layout, product mix, and technique of display.

MAR 203 Marketing Problems

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: MAR 102, MAR 216, and CIS 118 or faculty consent

This course covers marketing problems through a computerized approach, controllable and uncontrollable variables of marketing, and analysis of specific marketing problems.

MAR 216 Principles of Marketing

3 Credit Hours • 45 Contact Hours (Lecture)

The analysis of theoretical marketing process and the strategies of product development, pricing, promotion and distribution, and their applications to businesses and the individual consumer. Development of a comprehensive marketing plan will also be covered.

MAR 233 Professional Selling

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: MAR 111 or faculty consent

This course covers advanced selling methods for intangible, tangible, and technical sales; customer behavior; body communication; time management; territory management; and sales force management.

MAR 262 Purchasing and Materials

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: MAN 226 or faculty consent

This course covers management of materials and control of material costs in a business enterprise, and purchasing as a primary activity with relation to engineering, production, marketing, and finance.

Mathematics

MAT 015 Whole Numbers

1 Credit Hour • 30 Contact Hours (Lab)

This course covers the vocabulary, basic arithmetic operations, and applications of whole numbers.

MAT 036 General Skills in Mathematics

4 Credit Hours • 60 Contact Hours (Lecture)

Prerequisite: REA 060 or concurrent, STS 060 or concurrent

This course includes addition, subtraction, multiplication, and division of whole numbers. Also included are fractions and decimals, ratios, proportions and percent, measurement, and plane geometric figures. Placement is determined by diagnostic testing.

MAT 042 Mathematics for Health Occupations

2 Credit Hours • 30 Contact Hours (Lecture)

Prerequisite: MAT 036 and REA 090.

Review of addition, subtraction, multiplication, and division using fractions, decimals, ratios and proportion, measurement systems, conversions, and percents to calculate dosages appropriate in medicine.

MAT 066 Basics of Algebra

4 Credit Hours • 60 Contact Hours (Lecture)

NOTE: This course is at the Algebra I level.

Prerequisite: MAT 036, REA 060

This course approaches problem solving using integers, properties of real numbers, linear equations, polynomials, introduction to factoring, rational expressions.

MAT 100 Elementary Algebra

4 Credit Hours • 60 Contact Hours (Lecture)

NOTE: This course is at the Algebra II level.

Prerequisite: MAT 066, REA 090 or concurrent

This course includes the study of linear equations, polynomials, factoring rational expressions, quadratic equations, linear systems, graphing and applications.

MAT 101 Accelerated Elementary Algebra I and II

5 Credit Hours • 75 Contact Hours (Lecture)

Prerequisite: MAT 036 and faculty consent, REA 090 or concurrent, STS 060

This course includes all of the content of MAT 066 and MAT 100 in a one semester accelerated format. The course content includes operations with signed numbers, polynomials, solutions of first degree equations, formulas, inequalities, factoring, algebraic fractions, graphing, coordinate geometry, linear systems, radicals, quadratic equations, complex numbers, relations, functions, and word problems.

MAT 105 Intermediate Algebra

4/5* Credit Hours • 75 Contact Hours (Lecture)

*Variable (4 credit hours earned for CCC-Online)

Prerequisite: MAT 100 or MAT 101, or math faculty consent

Factoring, algebraic fractions, synthetic division, exponents, roots and radicals, linear and quadratic equations and inequalities, linear functions and graphs, exponential and logarithmic functions, and systems of equations. This course does not apply toward an AA, AS, or AGS degree.

MAT 110 Basic Finite Mathematics

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: MAT 036 or math faculty consent

Problem solving with fractions, decimals, percentages, and algebra will be covered. Also, analysis of basic money management skills, interest operations, sets and logic, probability, and basic statistics will be covered. Also included are basic geometry and problem solving with measurements.

MAT 121 College Algebra

4 Credit Hours • 75 Contact Hours (Lecture)

Prerequisite: MAT 105, MAT 138, or concurrent enrollment of MAT 138, or math faculty consent

Includes a brief review of intermediate algebra, equations and inequalities, functions and their graphs, exponential and logarithmic functions, linear and nonlinear systems, graphing of the conic sections, introduction to sequences and series, permutations and combinations, the binomial theorem, and theory of equations.

NOTE: A TI-86 Calculator is required.

MAT 122 College Trigonometry

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: MAT 121 or math faculty consent

This course is a traditional prerequisite course to the calculus sequence. Topics include trigonometric function (with graphs and inverse functions), identities and equations, solutions of triangles, complex numbers, and other topics as time permits.

MAT 123 Precalculus

5 Credit Hours • 75 Contact Hours (Lecture)

NOTE: A TI-86 calculator is required.

Prerequisite: MAT 105, MAT 138, or concurrent enrollment of MAT 138, or math faculty consent

This course is an accelerated course combining college algebra and trigonometry, which fulfills the prerequisite requirement for the calculus sequence. Topics include polynomial, rational, logarithmic, and exponential functions and their graphs, systems of equations, inequalities, the binomial theorem, sequences, series, trigonometric functions and their inverses, trigonometric identities, solutions of trigonometric equations, solutions of triangles, conics, vectors, complex numbers, polar coordinates, polar equations and their graphs, plane curves and parametric equations.

MAT 124 Finite Mathematics

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: MAT 105

Primarily intended for Business, Life Science, or Social Science majors. Topics include functions; matrix algebra; linear programming; and an introduction to probability and counting techniques. Emphasis is on applications. The course may include other topics such as statistics when time permits.

MAT 125 Survey of Calculus

4 Credit Hours • 60 Contact Hours (Lecture)

Prerequisite: MAT 105

For Business, Life Science, and Social Science majors. Includes derivatives, integrals, and their applications, with attention restricted to algebraic, exponential, and logarithmic functions.

MAT 135 Introduction to Statistics

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: MAT 105 or math faculty consent

Data presentation and summarization, introduction to probability concepts and distributions, statistical inference-estimation, hypothesis testing, comparison of populations, correlation, and regression.

MAT 138 Introduction to the Graphics Calculator

1 Credit Hour • 15 Contact Hours (Lecture)

NOTE: A TI-86 calculator is required.

Prerequisite: MAT 100 or MAT 101, or math faculty consent

This course is designed to introduce students to the TI-86 graphics calculator. It includes instruction on entering data, arithmetic calculations, solving polynomial equations, rational equations, systems of equations, graphing polynomial functions, rational functions, exponential and logarithmic functions, evaluating matrices and determinants, sequences and series, and solving systems of inequalities.

MAT 150 Basic Geometry

3 Credit Hours • 45 Contact Hours (Lecture)

Basic geometric principles involving lines, angles, triangles, circles, polygons, and three-dimensional figures. Geometric constructions, review of algebra, and measurement in the metric and U.S. systems. Students not required to prove geometric theorems. Required materials: protractor, compass, metric ruler, and scientific calculator.

MAT 151 Technical Mathematics I

4 Credit Hours • 60 Contact Hours (Lecture)

In this course, students will review basic algebraic operations; solve linear, fractional, and quadratic equations and formulas; use scientific notation and units of measurement; solve systems of linear equations; operate with algebraic fractions; simplify expressions involving exponents and radicals; graph functions; and apply technical problem solving. Required materials: scientific calculator.

MAT 152 Technical Mathematics II

3 Credit Hours • 45 Contact Hours (Lecture)

Right-triangle trigonometry and technical applications; trigonometric functions of any angle and radian measure and their technical applications including linear and angular velocity; graphs of trigonometric (sine and cosine) functions; law of sines and cosines; vectors and their technical applications; and rectangular, polar, and exponential forms of complex numbers. There will be use of calculators rather than tables. Required materials: scientific calculator.

MAT 153 Statistical Techniques for Quality Control

4 Credit Hours • 60 Contact Hours (Lecture)

Statistical techniques used for improving quality of services and products by analyzing, quantifying, and classifying the variation of processes to control and reduce variation.

MAT 156 Problem Solving in College Mathematics

4 Credit Hours • 60 Contact Hours (Lecture)

Emphasizes the ability to understand and apply mathematics to solve problems in society and the work place. Arithmetic operations, problem-solving techniques, estimation, measurement skills, geometry, data handling, and simple algebra will be covered. Recommended for students electing a simple mathematics course beyond the developmental prerequisite.

MAT 165 Discrete Structures

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: MAT 121, CSC 160 or math faculty consent

Prepares students for a fundamental understanding of computing and computer science. Topics covered will include set theory, Boolean algebra, relations, functions, graph theory and techniques for formal reasoning. Credit will be granted for MAT 165 or CSC 165 but not for both.

MAT 201 Calculus I

5 Credit Hours • 75 Contact Hours (Lecture)

Prerequisite: MAT 122 or MAT 123 or math faculty consent

Introduces single variable calculus and analytic geometry. Includes limits, continuity, derivatives, and applications of derivatives, as well as indefinite and definite integrals and some applications.

MAT 202 Calculus II

5 Credit Hours • 75 Contact Hours (Lecture)

Prerequisite: MAT 201 or math faculty consent

Continuation of single variable calculus which includes techniques of integration, polar coordinates, analytic geometry, improper integrals, and infinite series.

MAT 203 Calculus III

4 Credit Hours • 60 Contact Hours (Lecture)

Prerequisite: MAT 202 or math faculty consent

Completes the traditional subject matter of The Calculus. Topics include vectors, vector-valued functions, and multi-variable (including partial derivatives, multiple integrals, line integrals, and applications).

MAT 255 Linear Algebra

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: MAT 202 or math faculty consent

Topics include an introduction to the theory of vector spaces, linear transformations, matrix representation, eigenvalues, and eigenvectors.

MAT 265 Differential Equations

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: MAT 202 or math faculty consent

The primary emphases in this course are on techniques of problem solving and applications. Topics include first, second, and higher order differential equations; series methods; approximations; systems of differential equations; and Laplace transforms.

Medical Office Technology

MOT 108 Medical Career Options and Readiness

1 Credit Hour • 15 Contact Hours (Lecture)

This course is designed to inform the student about resumes, letters of inquiry, and interviewing techniques. Details specific to the medical field will also be explored. Topics to be discussed include current market trends in the medical profession, professional opportunities, continuing education, and professional affiliations.

MOT 110 Medical Office Procedures I

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: REA 090, ENG 100

This course exposes students to the administrative duties specifically used in medical offices. Students will gain experience with processing patients' charts, medical filing, patients' scheduling, superbills and insurance paperwork, and the standard office skills of telephone techniques, receptionist skills, purchasing and inventory control, and processing mail. Students are given opportunities to learn the management of the medical office, using both computerized and manual systems.

MOT 115 Phlebotomy/Specimen Collection/Specimen Procedures

3 Credit Hours • 67.5 Contact Hours (Lecture/Lab)

This course is designed to prepare the student in theory and in practical skills in the field of phlebotomy. The course is designed for either the health care practitioner interested in updating skills or in the novice student developing career skills. The course includes a lecture/lab combination that teaches theory and direct application of theoretic content and a clinical where the student can master learned skills.

MOT 116 Pathology Laboratory Terminology

1 Credit Hour • 15 Contact Hours (Lecture)

This course is designed to instruct students in clinical and anatomical laboratory vocabulary used in the pathology laboratory. The course is designed for the health care practitioner interested in updating vocabulary specific to the laboratory or for the novice student developing career skills. The course includes a lecture/self-study combination.

MOT 120 Clinical Procedures I

2 Credit Hours • 60 Contact Hours (Lab)

Prerequisite or Corequisite: BIO 141, MOT 181

This course is designed for the student to gain hands-on experience in the communication techniques required in the client interview. The course will also address various physical examination procedures with appropriate materials and equipment.

MOT 130 Basic Pharmacology for Medical Careers

2 Credit Hours • 30 Contact Hours (Lecture)

This basic pharmacology course will address routine calculations, pharmacodynamics, classification, use, and administration of various drugs dispensed by medical service professionals.

MOT 181 Medical Terminology I

2 Credit Hours • 30 Contact Hours (Lecture)

Comprehensive study of medical terminology used in the science and health science fields.

MOT 185 Medical Terminology II

2 Credit Hours • 30 Contact Hours (Lecture)

A continuation of Medical Terminology I.

MOT 210 Medical Office Procedures II

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: REA 090, ENG 100

This course is an extension of MOT 110, Medical Office Procedures I. Students are exposed to a more detailed look into compliance with insurance procedures, an introduction into available community resources, techniques of patient education, and medical office financial management options.

MOT 220 Clinical Procedures II

3 Credit Hours • 90 Contact Hours (Lab)

Prerequisite or Corequisite: MOT 181, BIO 141

This course is an extension of MOT 120, Clinical Procedures I. The course is designed to provide students with the recognized standard techniques associated with collection, handling, and examination of laboratory specimens. Students will also gain experience in the protocol of basic tests that are routinely available in physicians' offices and clinics.

MOT 221 Beginning Medical Transcription

4 Credit Hours • 60 Contact Hours (Lecture)

Prerequisite: BIO 142, MOT 185 or program coordinator consent

This course will develop medical language skills and knowledge necessary to edit, revise, and correctly transcribe basic medical dictation using medical references. Students will proofread, edit, and transcribe medical correspondence and reports.

MOT 222 Advanced Medical Transcription

4 Credit Hours • 60 Contact Hours (Lecture)

Prerequisite: MOT 221

Using a simulation approach, this course builds students' medical vocabulary while providing for actual medical transcription of a variety of health care and medical records at progressively increasing accuracy and productivity standards.

MOT 223 Medical Transcription Practicum

3 Credit Hours • 105 Contact Hours (15 Lecture, 90 Work Experience)

Prerequisite or Corequisite: MOT 222

Students work at an approved training station a minimum of six hours per week. Work experience is supervised.

MOT 247 Medicolegal Concepts and Ethics

3 Credit Hours • 45 Contact Hours (Lecture)

The study and application of medicolegal concepts and ethics in medical careers.

MOT 251 Medical Assistant Externship I

3 Credit Hours • 90 Contact Hours (Practicum)

Prerequisite: MOT 110, MOT 120, MOT 130, MOT 210, MOT 220, or program coordinator consent

This course provides practical experience in selected clinics and/or physicians' offices. Students will be assisted with the direct application of skills and knowledge acquired in the classroom. The focus of this externship will be on front office procedures; and receptionist, bookkeeping, filing, transcription and billing skills.

All classes are not offered every term. Check current class schedule, or visit with your advisor for more information.

MOT 252 Medical Assistant Externship II

3 Credit Hours • 90 Contact Hours (Practicum)

Prerequisite: MOT 251, NUR 101 or NUR 108, or program coordinator consent

This course provides practical experience in selected clinics and/or physicians' offices. Students will be assisted with the direct application of skills and knowledge acquired in the classroom. The focus of this externship will be on back office procedures such as but not limited to initial interviews, vital signs, phlebotomy, EKGs, and assisting with special procedures. *Prerequisite:* Student must be in the final semester of an MOT degree or certificate program or have permission of the department chair.

MOT 255 Review for Medical Assistant National Examination

1 Credit Hour • 15 Contact Hour (Lecture)

This course will prepare the candidate sitting for the National Registration/Certification examinations for Medical Assistants through review and practice. These examinations are given with the intent of evaluating the competency of entry-level practitioners in medical assisting, therefore supporting quality care in the office or clinic.

MOT 256 Limited Scope Radiography

4 Credit Hours • 75 Contact Hours (45 Lecture/30 Lab)

Prerequisite: BIO 142, MOT 185

This course will prepare the student for successful entry-level practice in limited scope radiography in the ambulatory care setting. It will also prepare the student for successful completion of the Limited Scope of Practice in Radiography examination which assesses the knowledge and cognitive skills required to perform radiography.

MOT 257 Medical Coding Specialist

4 Credit Hours • 60 Contact Hours (Lecture)

Prerequisite: BIO 142, MOT 185

This course is designed to prepare the student to become a trained and accurate health care coding professional. The student will gain theory and experience in basic as well as advanced ICD-9-CM, CPT, HCPCS, classification systems, and a variety of coding for reimbursement in regard to Medicare, Medicaid, and other third party payers.

Memory

MEM 020 Memory Development and Study Techniques

2 Credit Hours • 30 Contact Hours (Lecture)

Prerequisite: ENG 030, REA 060

This course covers techniques of developing memory and overcoming forgetfulness. Techniques applied to readings, lists, material for speeches, English and foreign languages, test taking, etc. will also be covered.

Military Science

MIS 101 Introduction to Leadership and Management

1 Credit Hour • 15 Contact Hours (Lecture)

This course covers leadership development and principles of leadership. Psychological, physiological, and sociological factors, which affect human behavior, will also be included.

MIS 102 Fundamentals of Leadership and Management

1 Credit Hour • 15 Contact Hours (Lecture)

This course is the continuation of leadership principles and management techniques. Individual motivation and interpersonal relationships are also covered.

MIS 201 Applied Leadership and Counseling

1 Credit Hour • 15 Contact Hours (Lecture)

This course covers counseling and motivation of subordinates, how to evaluate subordinates' performances, and practical application during field training exercise in November.

MIS 202 Map Reading and Navigation

1 Credit Hour • 15 Contact Hours (Lecture)

This course covers the basic skill of reading a topographic map; how to understand the military grid reference system, and how to navigate by the use of a map and lensatic compass. Practical application during field training in March and April.

Music

MUS 100 Fundamentals of Music Theory

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: MAT 036, REA 090, ENG 100

This course is designed to help beginning music students, or those students with limited background in music theory. The course focuses upon the basic elements of music, including notation, rhythm, scales, key signatures, intervals, and chords.

MUS 101 Music Theory I

4 Credit Hours • 60 Contact Hours (Lecture)

Prerequisite: MAT036, REA 090, ENG 100, MUS 100.

This course reviews music fundamentals and emphasizes diatonic four-part harmony, analysis, ear training, and keyboard harmony.

MUS 102 Music Theory II

4 Credit Hours • 60 Contact Hours (Lecture)

Prerequisite: MAT036, REA090, ENG100, MUS 101 or faculty consent.

This course emphasizes chromatic four-part harmony, analysis, ear training, and keyboard harmony.

MUS 120 Music Appreciation

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: MAT 036, REA 090, ENG 100

This course covers the basic material of music, musical forms, media, genres, and musical periods. Emphasizes the development of tools for intelligent listening and appreciation.

MUS 121 Introduction to Music History I

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: MAT 036, REA 090, ENG 100

Studies the various periods of music history with regard to the composers, aesthetics, forms, and genres of each period. Considers music from the Middle Ages through the Classical period.

MUS 122 Introduction to Music History II

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: MAT 036, REA 090, ENG 100

Continues MUS 121 with a review of the elements of music and a study of music from the early Romantic period to the present.

MUS 123 American Music: Ragtime Through Rock

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: MAT 036, REA 090, ENG 060.

From West Africa to the Mississippi Delta, from New Orleans to Chicago, and from New York to Los Angeles came the blues, jazz, and ragtime. America's unique contribution to music is explored through an examination of its musicians and the society they reflected. Listening experiences include rare recordings from these unique musical eras.

MUS 131 Performance Class I-V

1 Credit Hour • 30 Contact Hours (Lab)

Prerequisite: MAT 036, REA 090, ENG 100.

This course is an application of the fundamentals of music to the specific performance, plus introduction of basic technique, repertoire, and sight-reading. Evaluation will be on both written and practical skills.

MUS 141 Private Instruction I: Voice or Instrumental

1 Credit Hour • 30 Contact Hours (Lab)

Prerequisite: MAT 036, REA 090, ENG 060.

Private instruction consists of one 30-minute lesson per week. Participation in a student performance is required at least once each term. Faculty permission required.

MUS 142 Private Instruction II: Voice or Instrumental

1 Credit Hour • 30 Contact Hours (Lab)

Prerequisite: MAT 036, REA 090, ENG 060.

Private instruction consists of one 30-minute lesson per week. Participation in a student performance is required at least once each term. Faculty permission required.

MUS 143 Private Instruction III: Voice or Instrumental

1 Credit Hour • 30 Contact Hours (Lab)

Prerequisite: MAT 036, REA 090, ENG 060.

Private instruction consists of one 30-minute lesson per week. Participation in a student performance is required at least once each term. Faculty permission required.

MUS 144 Private Instruction IV: Voice or Instrumental

1 Credit Hour • 30 Contact Hours (Lab)

Prerequisite: MAT 036, REA 090, ENG 060.

Private instruction consists of one 30-minute lesson per week. Participation in a student performance is required at least once each term. Faculty permission required.

MUS 145 Private Instruction V: Voice or Instrumental

1 Credit Hour • 30 Contact Hours (Lab)

Prerequisite: MAT 036, REA 090, ENG 060.

Private instruction consists of one 30-minute lesson per week. Participation in a student performance is required at least once each term. Faculty permission required.

MUS 151 Ensemble Groups I:

Bass Ensemble
Concert Band
Jazz Improvisation

Jazz Ensemble

1 Credit Hour • 30 Contact Hours (Lab)

Prerequisite: MAT 036, REA 090, ENG 060.

This course includes the rehearsal and performance of respective ensembles repertoire. Audition required.

MUS 152 Ensemble Groups II:

Bass Ensemble
Concert Band
Jazz Improvisation

Jazz Ensemble

1 Credit Hour • 30 Contact Hours (Lab)

Prerequisite: MAT 036, REA 090, ENG 060

Continuation of MUS 151.

MUS 153 Ensemble Groups III:

Bass Ensemble
Concert Band
Jazz Improvisation
Jazz Ensemble

1 Credit Hour • 30 Contact Hours (Lab)

Prerequisite: MAT 036, REA 090, ENG 060

Continuation of MUS 152.

MUS 154 Ensemble Groups IV:

Bass Ensemble
Concert Band
Jazz Improvisation
Jazz Ensemble

1 Credit Hour • 30 Contact Hours (Lab)

Prerequisite: MAT 036, REA 090, ENG 060

Continuation of MUS 153.

Natural Resource Technology

NRT 101 Introduction to Soils

4 Credit Hours • 90 Contact Hours (Vocational Lab)

Training in planning, conservation, and management of soil and water resources. Chemical, physical, and biological aspects will be covered as well as classification of normal and disturbed soils and water resources. Emphasis on field experiences, actually surveying and evaluating local soil resources.

NRT 102 Natural Resources Conservation

4 Credit Hours • 90 Contact Hours (Vocational Lab)

Covers the tools, techniques, policies, and philosophies needed to restore, replace, regenerate, and recycle natural resources. Students will get hands-on experience with local conservation projects.

NRT 103 Equipment Use and Maintenance

3 Credit Hours • 67.5 Contact Hours (Vocational Lab)

Introduction to the resource technician's tools and equipment. Proper use and maintenance are covered. The S-130 and 190 Wildland Fire Training and S-212 Powersaws will be covered.

NRT 104 Wilderness Skills and First-Aid

3 Credit Hours • 67.5 Contact Hours (Vocational Lab)

Safety, first-aid, and skills necessary for working in the backcountry.

NRT 106 Career Development for Zookeepers

.5 Credit Hours • 7.5 Contact Hours (Lecture)

Provides zookeeping students with the tools necessary to be competitive in the job market and make realistic decisions concerning educational occupational objectives. Topics include cover letter and resume writing, network and marketing skills, interview techniques, and developing a resource database.

NRT 109 Leave No Trace Certification Course

1 Credit Hour • 22.5 Contact Hours (Vocational Lab)

This overnighter (two days and one night) is a certification course in the low-impact guidelines of Leave No Trace (LNT). Participants will have the opportunity to practice and demonstrate the LNT principles in a hands-on setting. This training is a must for guides, outfitters, outdoor educators, scout/youth group leaders, or anyone who cares about minimizing impact on the Colorado backcountry. Upon completion, participants will be officially certified as an "LNT Trainer" by Leave No Trace, Inc., and awarded a trainer certificate. This certification is recognized by many outdoor and government agencies. This class is a great outdoor resume enhancer.

NRT 111 Arc View Technical GIS in Natural Resources

4 Credit Hours • 90 Contact Hours (Vocational Lab)

An introduction to Geographic Information Systems (GIS). GIS integrates spatial data (maps) with tabular data (databases) for the purpose of analyzing the environment. Students will use ArcView software with hands-on exercises to learn basic geographic concepts and spatial data characteristics.

NRT 113 Reptile and Amphibian Husbandry

4 Credit Hours • 75 Contact Hours (45 Lecture, 30 Lab)

This course is designed to teach the student herpetology and herpetological husbandry. This intensive course will provide the student with a working knowledge of the care and management of captive herptiles.

NRT 114 Bird Husbandry

4 Credit Hours • 75 Contact Hours (45 Lecture, 30 Lab)

Prerequisite: BIO 137

This course is designed to teach the student bird husbandry. This intensive course will provide the student with a working knowledge of the captive care and management of birds.

NRT 115 Mammal Husbandry

4 Credit Hours • 75 Contact Hours (45 Lecture, 30 Lab)

Prerequisite: BIO 137

This course is designed to teach the student mammal biology and husbandry. This intensive course will provide the student with a working knowledge of the care and management of captive mammals.

NRT 116 Fish and Invertebrate Husbandry

4 Credit Hours • 75 Contact Hours (45 Lecture, 30 Lab)

This course is designed to teach the student fish and aquatic invertebrate biology and husbandry. This intensive course will provide the student with a working knowledge of the care of aquatic life, including management of closed systems.

NRT 117 Introduction to Natural Resource GIS

1 Credit Hour • 22.5 Contact Hours (Vocational Lab)

Students will learn the fundamentals of spatial data handling and computer-assisted map analysis. The capabilities and uses of GIS in natural resources management and planning will be covered. ArcView software will be introduced.

NRT 120 The Adventure Guide Industry

3 Credit Hours • 45 Contact Hours (Lecture)

This course will give an overview of the guide's role in the adventure travel industry. Its origins, current trends, future considerations, the outfitter's role, literature review, terminology, and definitions will also be covered.

NRT 131 Interpreting Our Environment

3 Credit Hours • 45 Contact Hours (Lecture)

This course will teach students how to develop skills to interpret and present educational programs on the natural, cultural, and historical resources of parks, museums, or other interpretive facilities. History and background of pioneers in the field of interpretation will be examined. Interpretive techniques, materials, and methods will be studied. Focus will be on interpretive programs and facilities within Colorado.

NRT 132 Outdoor Skills Level I

2 Credit Hours • 45 Contact Hours (Vocational Lab)

This is an introductory course in the student's Adventure Guide skill track (e.g., mountaineering, river rafting, skiing, etc.) and provides students with basic instruction and opportunity to learn and practice skills required for this level. The students will learn proper use of equipment, environmental terrain appropriate to the particular skill, and safety skills.

NRT 133 Outdoor Skills Level II

2 Credit Hours • 45 Contact Hours (Vocational Lab)

Prerequisite: NRT 132 program coordinator consent

This is an intermediate course in the student's Adventure Guide skill track (e.g., mountaineering, river rafting, skiing, etc.), providing students with more advanced training than in the Level I course. Additional training in field leadership skills and safety techniques will be covered.

NRT 134 Outdoor Skills Level III

2 Credit Hours • 45 Contact Hours (Vocational Lab)

Prerequisite: NRT 133 program coordinator consent

This course is an advanced level course in the student's Adventure Guide skill track (e.g., mountaineering, river rafting, skiing, etc.) and provides students the opportunity to master the skills for that track. Students will be able to function independently and begin to apprentice an instructor, resulting in ability to teach and direct students safely through skills and satisfactory results.

NRT 135 Horticulture for the Zookeeper

1 Credit Hour • 30 Contact Hours (Lab)

Prerequisite: BIO 134

This course will explore the role of plants and animal exhibits. Students will learn to care for a variety of plants while learning about the relationship between the living beings in a quality exhibit.

NRT 137 Outdoor Leadership

2 Credit Hours • 45 Contact Hours (Vocational Lab)

This course explores the role of leadership as it applies to guiding in the adventure travel industry. Topics to be discussed include philosophic approaches, qualification profile, roles and responsibilities, group dynamics, interpersonal communication, professionalism, and various leadership styles.

NRT 142 Safety, Zoonoses and Hazardous Materials

.5 Credit Hour • 15 Contact Hours (Lab)

Zookeeping requires the use of a wide variety of cleaning agents and other potentially hazardous materials. This course will prepare students to deal in a safe and effective manner with hazardous materials involved in zookeeping.

NRT 155 Wilderness Theory

1 Credit Hour • 22.5 Contact Hours (Vocational Lab)

This course is an introduction to the theoretical aspects of wilderness travel.

NRT 156 Wilderness Food Prep

2 Credit Hours • 45 Contact Hours (15 Lecture/30 Lab)

Food preparation for adventure travel groups. This course includes sections on nutrition, menu planning, menu lists, special needs, caloric needs, trail food preparation, kitchen preparation and storage, expedition planning, packaging, presentation, and sanitation.

NRT 200 Animal Behavior

3 Credit Hours • 67.5 Contact Hours (Vocational Lab)

The objectives of this course are to look at a brief history of ethology, forms of animal communication, the sensory world of animals, programmed vs. learned behavior, navigation, and mating behaviors. Classes will be held at the college twice a week, and labs will take place at the Cheyenne Mountain Zoo and the Denver Zoo. Through this course, students will be given a much more in-depth look at how animal behavior is affected by a zoo environment and how to correct stereotypic behaviors that are often seen in captive animals.

NRT 202 Surveying and Measurement

3 Credit Hours • 67.5 Contact Hours (Vocational Lab)

Prerequisite: MAT 156

Skills in map and compass, utilization of aerial photos, surveying and basic measurements techniques of natural resource environments.

NRT 203 Introduction to Forestry

4 Credit Hours • 90 Contact Hours (Vocational Lab)

Principles of forest science, dendrology, forest fire behavior, and silviculture.

NRT 204 Range Management and Restoration

4 Credit Hours • 90 Contact Hours (Vocational Lab)

Prerequisite: NRT 101 and BIO 134, or faculty consent.

This course will cover management of rangelands, important plants, rangeland communities, and restoration practices to restore disturbed ecosystems. Students will learn field measurement techniques of ecosystem components.

NRT 205 Wildlife and Fisheries Management Principles

3 Credit Hours • 60 Contact Hours (30 Lecture, 30 Lab)

Prerequisite: NRT 102, BIO 133

This course covers theory, philosophy, and applications for study and management of wildlife and fisheries resources. Field and laboratory methods used in wildlife management area also covered.

NRT 206 Exhibit Design

2 Credit Hours • 45 Contact Hours (Lecture/Lab Combination)

The world of exhibit design and construction is constantly changing. This course will discuss the exhibit design and renovation process through the conceptual, architectural rendering, and construction phases. The course will discuss small, keeper-supervised projects as well as new multimillion dollar projects.

NRT 207 Adventure Outfitter Internship

5 Credit Hours • 230 Contact Hours (Work Experience)

Prerequisite: NRT 102, NRT 109, NRT 120, NRT 132, NRT 137, BIO 133 or faculty consent

Special Grading: S/U only

Students in the adventure guide option will gain practical experience as interns to public or private adventure outfitters or programs. Individual goals, objectives, and bi-weekly progress reports will be required.

NRT 208 Internship in Natural Resource Interpretation

5 Credit Hours • 230 Contact Hours (Internship)

Prerequisite: faculty consent

Special Grading: S/U only

Students in the Natural Resource Interpretation track will gain practical experience as interns to public or private interpretive agencies, programs, or centers. Individual goals, objectives, and weekly progress reports will be required.

NRT 209 Zookeeping Internship

5 Credit Hours • 230 Contact Hours (Work Experience)

Prerequisite: NRT 142, BIO 137 or department chair consent.

Students will work at the Cheyenne Mountain Zoo 230 hours over a fifteen-week period. Weeks will be divided among animal areas specified in the course subtitle. The student will become competent in the care of all species in each of the following internship areas: hoofstock, primates and carnivores, birds and reptiles.

NRT 210 Natural Resource Technology Internship

5 Credit Hours • 230 Contact Hours (Work Experience)

Prerequisite: NRT 101, NRT 102, NRT 103, NRT 104, NRT 201, NRT 202, NRT 203, BIO 133, or faculty consent

Special Grading: S/U only

This course includes 230 hours of related field experience in resource technology. A coordinated program will be set up by the student, the program coordinator, and the resource manager.

NRT 211 Environmental Policies and Economics

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: NRT 102, BUS 217, BIO 133

This course covers interactions, resources, economics, and politics; government and environmental policy; evaluation of alternative resource use patterns and land use plans; discussion and analysis of current environmental issues and the impact of economic growth.

NRT 212 Ecosystem Management

2 Credit Hours • 45 Contact Hours (Vocational Lab)

Prerequisite: BIO 133

Ecosystem management approach focuses on the larger environment in order to integrate the human, biological, and physical dimensions of natural resource management.

NRT 214 Environmental Issues and Ethics

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: NRT 102 or faculty consent

A focus on special environmental problems, current issues, or trends.

NRT 215 Veterinary Zookeeping

4 Credit Hours • 75 Contact Hours (45 Lecture, 30 Lab)

Prerequisite: NRT 142, BIO 137 or faculty consent.

Zookeepers are often required to work with veterinary staff in the medical management of zoo animals. This course will explore a wide variety of topics including but not limited to quarantine procedures, immobilization, zoonotic disease, and other important aspects of veterinary animal management.

NRT 216 Elephant Management

3 Credit Hours • 67.5 Contact Hours (Vocational Lab)

Prerequisite: NRT 142, BIO 137

This course will cover a variety of topics in elephant management. Included will be the natural history of the two current living genera of elephants, status in the wild, status in captivity, and basic husbandry needs. The course will include lab experience at both the Cheyenne Mountain Zoo and Denver Zoo. The course will focus on current training theory as well as an introduction to the four currently recognized elephant management systems.

NRT 220 The Business of Adventure Travel

3 Credit Hours • 45 Contact Hours (Lecture)

An in-depth study of adventure tourism as a business. The aspects of administration, budgeting, accounting, marketing, human resources, legal liability, insurance, and management will be addressed.

NRT 225 Adventure Guide Seminar

1 Credit Hour • 22.5 Contact Hours (Vocational Lab)

Prerequisite: NRT 120, NRT 220

This course is designed to bring in numerous guest lectures and area professionals to present information based on their professional experiences in the area of adventure travel and outfitting. This final course in the NRT-Outfitter option is designed to bring together all of the information provided over the past year and a half and focus on current issues and trends in the guiding industry.

NRT 230 Desert Field Studies

2 Credit Hours • 45 Contact Hours (Vocational Lab)

Students will study the desert ecosystem, flora, fauna, geology, safety and medical emergencies, travel and navigation, current issues, ethics, food planning and preparation, and camping. Leadership and guiding skills will also be covered. Students will participate in a camping field experience at a desert location.

NRT 235 Programming for Outdoor Education and Recreation

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: NRT 131

The focus of this course is on the planning, development, and leadership of outdoor education and recreation programs and activities, using a variety of materials and resources. Various outdoor/environmental education curricula and philosophies will be examined. Design and development of publication materials and resources will also be examined.

NRT 236 Public Relations of Natural Resources

2 Credit Hours • 30 Contact Hours (Lecture)

This course will provide students with appropriate skills in dealing effectively with customers and co-workers at all levels, including difficult situations. It will teach the skills necessary for working directly or indirectly with the media and give a broad understanding of the importance of customer service and public relations.

NRT 239 GIS Internship

5 Credit Hours • 225 Contact hours (Work Experience)

Prerequisite: NRT 111, NRT 202, DRT 103

Special Grading: S/U only

Students will perform 225 hours of work experience in a technical GIS position. Students will learn first-hand hardware and software used in the industry, GIS applications, and the work environment of a GIS technician.

NRT 240 ARC/INFO and Natural Resources

3 Credit Hours • 67.5 Contact Hours (Vocational Lab)

Students will learn the basics of GIS in context of completing an ARC/INFO project. ARC/INFO is the most widespread software used in the natural resource industry today. Students will design and develop a digital spatial database, perform simple spatial analysis, create a map, and generate a report.

NRT 241 Natural Resource GIS Computer Applications

3 Credit Hours • 67.5 Contact Hours (Vocational Lab)

Prerequisite: NRT 111, NRT 240

This course introduces students to the concepts and applications of GIS computer applications. Students gain experience in the various types of GIS hardware, software, data collection, manipulation, and analysis. ARC/INFO, ARC/VIEW, and ARC/CAD software packages will be stressed.

NRT 242 Advanced Natural Resource GIS: Planning, Project Management, and Output Products

3 Credit Hours • 67.5 Contact Hours (Vocational Lab)

Prerequisite: NRT 211, NRT 240, GEO 206

This is the capstone class for technical GIS students. The students will work on real-life projects in the GIS industry. The students will plan, manage, and produce maps and reports and present their projects.

NRT 245 Mountain Field Studies

2 Credit Hours • 45 Contact Hours (Vocational Lab)

Student will study mountain ecosystems, flora, fauna, geology, safety and medical emergencies, travel and navigation, current issues, ethics, food planning and preparation, and camping. Leadership and guiding skills will also be covered. Students will participate in a camping field experience at a mountain location.

NRT 249 Technical GPS and Remote Sensing

3 Credit Hours • 67.5 Contact Hours (Vocational Lab)

Prerequisite: MAT 151

This course is an introduction to remote sensing and the use of photographic and non-photographic systems to acquire information about the environment. Students will use aerial photos, satellite imagery, infrared, and radar to interpret and analyze the environment.

NRT 255 Adventure Guide Expedition

5 Credit Hours • 187.5 Contact Hours (Field Instruction)

Prerequisite: NRT 109

This course requires students to complete a total of 187.5 hours of expedition-based skills instruction, methods of guiding and instruction, group dynamics, leadership skills, and field proficiency testing for various certifications. At least 14 consecutive days in the field are required. The expeditions vary in discipline, and students select one Adventure Guide Expedition track (e.g., mountaineering, river rafting, skiing, etc). Students' physical fitness is considered for acceptance into the expedition class.

NRT 257 Avalanche Safety

1 Credit Hour • 22.5 Contact Hours (Vocational Lab)

This comprehensive course covers the details of avalanche formation and their hazards. Students will learn what causes instability in the snow pack and what triggers an avalanche. This class teaches avalanche hazard recognition and avoidance and a variety of other topics including types of snow metamorphism, snow pit analysis, and search and rescue techniques. This is a must class for anyone wanting to venture into the winter backcountry environment of the Rocky Mountains and a prerequisite for the aspiring backcountry ski and mountain guide.

Navajo

NAV 101 Conversational Navajo I

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: REA 090, ENG 100

This is the first course in a sequence for beginning students who wish to understand and speak Navajo. The material will include basic vocabulary, grammar, and expressions that are used in daily situations and in travel.

NAV 102 Conversational Navajo II

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: REA 090, ENG 100, NAV 101 (grade C or better) or faculty consent

This is the second course in a sequence for beginning students who wish to understand and speak Navajo. The material will continue to cover basic conversational patterns, expressions, and grammar.

Networking Technology

NET 115 Introduction to Computer Networking

3 Credit Hours • 45 Contact Hours (Lecture)

This course introduces the student to the underlying concepts of data communications, telecommunications, and networking. It focuses on the terminology and technologies in current networking environments and is meant to provide a general overview of the field of networking as a basis for continued study in the field.

NET 120 Local Area Networks

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: NET 115 or faculty consent

This course is an introductory course in Local Area Networking (LAN). Students will participate in discussions and demonstrations of planning, installing, and supporting Novell and Microsoft Networks.

NET 130 Physical Plant Design

3 Credit Hours • 45 Contact Hours (Lecture)

This course is designed to introduce and provide experience in designing and implementing the various network topologies in their physical construction.

NET 150 MCP Test Preparation

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: NET 115 or faculty consent

Corequisite: NET 155, NET 201

This course is designed to prepare students to experience and pass the certification test for the Microsoft Certified Professional Certificate. Certification to be chosen by the student.

NET 151 CNA Test Preparation

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: NET 115 or faculty consent

Corequisite: NET 155, NET 201

This course is designed to prepare the student to experience and pass the certification test required by the Novell Corporation to be awarded the Certified Novell Administrator Certificate.

NET 155 Wide Area Networks

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: NET 115 or faculty consent

This course is designed to provide students with conceptual and working knowledge of how Local Area Networks (LAN) communicate over a wide area. This course will introduce the student to telephony, the technology of switched voice communications. This course also provides students with an understanding of how communication channels of the public switched telephone networks are used for data communications and how voice and data communications have become integrated.

NET 201 Network Architectures and TCP/IP

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: NET 115 or faculty consent

This course outlines four important networking architectures in corporate environments today: TCP/IP, SNA, AppleTalk, and DNA. The major components and functions of each of these architectures are discussed as well as methods used to connect different architectures. This course provides the students with concepts that are important to the field of systems integration as well as a conceptual basis for understanding network architecture.

NET 202 Networking Devices

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: NET 115 or faculty consent

This is an advanced course intended for networking professionals and students who already grasp the general concepts of data communications and networking but would like a more detailed understanding of internetworking. Techniques and components for managing network growth and connecting disparate network architectures will be presented, and solutions to internetworking problems will be developed.

NET 210 Survey of Network Operating Systems

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: NET 115 or faculty consent

This course is designed to bring the student up to date on the latest concepts of Local Area Network (LAN) technologies. It provides a comprehensive introduction to the concepts, technologies, components, and acronyms inherent in today's local networking environments.

NET 230 Network Design and Installation

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: NET 115 or faculty consent

This is an advanced course intended for networking professionals and students who grasp the basic concepts of networking but would like to understand methods used to analyze, design, and manage LAN's and point-to-point networks. Exercises are geared toward learning techniques used to design and analyze networks.

NET 270 MCSE Test Preparation

3 Credit Hours • 45 Contact Hours (Lecture)

This course is designed to prepare the student to experience and pass the six examinations required by Microsoft to be awarded the Microsoft Certified Systems Engineer Certificate.

NET 272 CNE Test Preparation

3 Credit Hours • 45 Contact Hours (Lecture)

This course is designed to prepare the student to experience and pass the six examinations required by The Novell Corporation to be awarded Novell Certified Engineer Certificate.

Nursing

Admission to the college does not assure admission to the nursing program. Admission to the nursing program is accomplished through a selection process. Students entering this program must have academic preparation in biology equivalent to BIO 110.

NUR 101 Certified Nurse Aide

6 Credit Hours • 120 Contact Hours (45 Lecture, 30 Lab, 45 Clinical)

Basic theory and nursing practice principles utilizing lecture, laboratory practice, and clinical. Prepares students to take the nurse aide certification examination.

NUR 105 Medic/Nurses Aide Refresher

1 Credit Hour • 24 Contact Hours (Lecture/Lab Combination)

This course is designed for the Army medic who wants to apply for the State Certification Exam for Nursing Assistants. This course will discuss and provide practical application of the comparison and contrast between. The nursing assistant role and the Army medic role. This course will prepare the student for the State Certification Written and Manual Skill exam.

NUR 106 Rehabilitation Aide/Rehabilitative Technician

2 Credit Hours • 48 Contact Hours (24 Lecture/Lab Combination, 24 Clinical)

Prerequisite: NUR 101 or NUR 108 or program coordinator consent

This course is designed for certified nursing assistants who have a desire to improve their ability to work with chronic/long term care clients in a restorative/rehabilitative setting. The course will teach nursing assistants how to assist the physical therapist, occupational therapist, and speech therapist in the rehabilitative phase of treatment. Successful students will be eligible to work in a number of health care arenas as part of a rehabilitation team.

NUR 108 Accelerated Nurse Aide

3 Credit Hours • 80 Contact Hours (18 Lecture, 30 Lab, 32 Clinical)

Prerequisite: BIO 202 or BIO 142 or program coordinator consent

Basic theory and nursing practice principles utilizing lecture, laboratory practice, and clinical. The accelerated version of the nurse aide course is designed for students with a strong background in anatomy and physiology. Prepares students to take the nurse aide certification examination.

NUR 109 Introduction to Nursing

1 Credit Hour • 15 Contact Hours (Lecture)

Prerequisite: NUR 108 and acceptance into the nursing program or program coordinator consent

This course is designed to assist the incoming nursing students with the CNA prerequisite to make the transition from CNA to the LPN/RN program. This course focuses on the philosophy and theoretical framework of the PPCC nursing program. Additionally the course is designed to instruct students in the performance of a basic physical assessment.

NUR 130 Introduction to Practical Nursing

3 Credit Hours • 52.5 Contact Hours (30 Lecture, 22.5 Clinical Lab)

Prerequisite: NUR 108 and acceptance into the nursing program or program coordinator consent

Provides introduction to practical nursing and health care delivery with focus on behavioral concepts and communication. Presents theoretical information related to bio-psychosocial, spiritual, and cultural needs of the individual. Provides introduction to nursing process, values, and concepts of ethical and legal issues. Discusses stress and adaptation mechanisms. Describes issues related to grief, death, and dying. Reviews basic nutrition and introduces fluid and electrolyte concepts.

NUR 131 Fundamental Concepts of Practical Nursing

3 Credit Hours • 73 Contact Hours (25 Lecture, 48 Clinical Lab)

Corequisite: NUR 108, NUR 130

Provides theory base for surgical asepsis and medication administration. Instruction and practice in care of perioperative patient and application of concepts and principles through supervised experience in campus laboratory and clinical settings are also covered.

NUR 132 Practical Nursing I

5 Credit Hours • 100.5 Contact Hours (30 Lecture, 48 Clinical Lab, 22.5 Technical Lab)

Prerequisite: NUR 131 or program coordinator consent

Application of theory and use of nursing process in caring for adults with uncomplicated medical/surgical disorders. Supervised experience in campus and clinical laboratories.

NUR 133 Practical Nursing II

6 Credit Hours • 123 Contact Hours (30 Lecture, 48 Clinical Lab, 45 Technical Lab)

Prerequisite: NUR 131 or program coordinator consent

Corequisite: NUR 134, NUR 140, NUR 173

A continuation of NUR 132. This course covers care of the adult patient with medical surgical problems including incorporated drug and diet therapy. Application of knowledge and skills through supervised campus and clinical practice.

NUR 134 Clinical Synthesis

1 Credit Hour • 24 Contact Hours (Clinical Lab)

Prerequisite: NUR 132 or program coordinator consent

Corequisite: NUR 133, NUR 140, NUR 173

This course synthesizes knowledge from all other previous courses in applying concepts related to role transition, critical thinking, and first level management. Organization skills are gained in the clinical setting through the care of a group of patients, including medication administration and treatment.

NUR 140 Personal and Vocational Adjustment

1 Credit Hour • 15 Contact Hours (Lecture)

Prerequisite: NUR 132 or program coordinator consent

Corequisite: NUR 133, NUR 134, NUR 173

Introductory concepts for first time management. Examines legal and ethical responsibilities of the practical nurse. Emphasis is given to the Colorado Nurse Practice Act. Job seeking skills are discussed.

NUR 151 Dynamics of Psychiatric Nursing I

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: NUR 132 or program coordinator consent

Corequisite: NUR 152, NUR 153, NUR 154

This course explores the role of the “psychiatric technician” as defined by Colorado law. Through the study of therapeutic communication, personality development, and treatment modalities for the mentally ill, students will develop interpersonal and technical skills required to practice as a Licensed Psychiatric Technician (L.P.T.).

NUR 152 Dynamics of Psychiatric Nursing Lab I

4 Credit Hours • 90 Contact Hours (Clinical Lab)

Prerequisite: NUR 132 or program coordinator consent

Corequisite: NUR 151, NUR 153, NUR 154

Special Grading: S/U only

This course provides clinical application of theory and principles presented in NUR 151 through supervised clinical practice utilizing the nursing process. Includes administration of medication.

NUR 153 Dynamics of Psychiatric Nursing II

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: NUR 132 or program coordinator consent

Corequisite: NUR 151, NUR 152, NUR 154

The purpose of this course is to develop knowledge of psychiatric disorders identified in the DSM-IV. Building on the concepts presented in NUR 151, the role of the Licensed Psychiatric Technician (LPT) in the care of the mentally ill will be explored in depth.

NUR 154 Dynamics of Psychiatric Nursing Lab II

4 Credit Hours • 90 Contact Hours (Clinical Lab)

Prerequisite: NUR 132 or program coordinator consent

Corequisite: NUR 151, NUR 152, NUR 153

Special Grading: S/U only

Through supervised clinical lab and practice, nursing process is utilized to apply the theoretical concepts presented in NUR 153. Administration and management of medication are included.

NUR 164 Nutrition for Health Occupations

1 Credit Hour • 15 Contact Hours (Lecture)

This course is designed for students enrolled in a health occupations program. The course discusses general concepts of nutrition and further explores therapeutic dietary treatments.

NUR 171 Fundamental Concepts of Nursing Practice

5 Credit Hours • 100.5 Contact Hours (30 Lecture, 22.5 Lecture/Lab Combination, 48 Clinical)

Prerequisite: NUR 109 or program coordinator consent

Corequisite: NUR 172 and NUR 173

Introduction to the basic concepts of nursing, including critical thinking, nursing process, communication, teaching/learning theory, stress/adaptation, grief, death and dying, documentation, infectious process, and pharmacology.

NUR 172 Basic Concepts of Medical Nursing

4 Credit Hours • 85.5 Contact Hours (15 Lecture, 22.5 Lecture/Lab Combination, 48 Clinical)

Prerequisite: NUR 109 or program coordinator consent

Corequisite: NUR 171 and NUR 173

Introduction to the care of the medical client. Includes instruction in the expected normals, and assessment of abnormal findings, and evaluation of basic interventions in the following areas: nutrition, fluid and electrolyte, cardio-pulmonary system, gastrointestinal system, and genitourinary system.

NUR 173 Family Centered Nursing I

5 Credit Hours • 100.5 Contact Hours (30 Lecture, 22.5 Lecture/Lab Combination, 48 Clinical)

Prerequisite: NUR 109 or program coordinator consent

Corequisite: NUR 171 and NUR 172

This course addresses nursing care of the uncomplicated obstetrical client/family and newborn. It also addresses health promotion of the pediatric client within the community. In addition, basic concepts and directed application of pediatric nursing care of acute and chronic illnesses are introduced.

NUR 174 Medical/Surgical Nursing I

13 Credit Hours • 251.5 Contact Hours (75 Lecture, 22.5 Lecture/Lab Combination, 154 Clinical)

Prerequisite: NUR 173

Utilizes the nursing process and basic medical-surgical principles as applied to clients with common stressors in the following systems: peripheral/vascular, sensory/neurological, reproductive/sexual, muscular/skeletal, endocrine, cardio-pulmonary, integumentary, gastrointestinal, and genito-urinary. The course also addresses the perioperative experience and basic management skills.

NUR 186 LPN Advanced Placement for ADN

2 Credit Hours • 37.5 Contact Hours (15 Lecture, 22.5 Lecture/Lab Combination)

Prerequisite: BIO 202 and acceptance into the Advanced Placement Nursing Program

Corequisite: NUR 187

This course is designed for licensed practical nurses to advance their education to the level of the second year associate degree registered nursing student. This course will introduce students to Pikes Peak Community College’s philosophy and conceptual framework of nursing. It will emphasize critical thinking and therapeutic communication. It also prepares students to utilize the nursing process and develop professional nursing care plans.

NUR 187 Medical/Surgical Bridge Course for LPN’s

2 Credit Hours • 37.6 Contact Hours (15 Lecture, 22.5 Lecture/Lab Combination)

Corequisite: NUR 186

This is a bridge course for LPNs returning to school to complete their associate degree in nursing in medical/surgical nursing.

NUR 201 Pharmacology for Nurses

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: BIO 202, NUR 171 or program coordinator consent

The action, uses, side effects, and nursing implications for selected drug classifications: cardiovascular drugs, diuretics, analgesics, antimicrobials, pancreatic hormones, pharmacodynamics.

NUR 221 Medical/Surgical Nursing II

15 Credit Hours • 308.5 Contact Hours (90 Lecture, 22.5 Lecture/Lab Combination, 196 Clinical)

Prerequisite: NUR 174 or NUR 187 or program coordinator consent

Use of the nursing process and advanced medical/surgical principles as applied to clients with stressors in the following systems: sensory/neurological, muscular/skeletal, endocrine, cardio-pulmonary, integumentary, gastrointestinal, and genito-urinary. This course also addresses health care trends and issues and advanced management concepts.

NUR 222 Mental Health Nursing I

4 Credit Hours • 103.5 Contact Hours (25 Lecture, 22.5 Lecture/
Lab Combination, 56 Clinical)

Prerequisite: NUR 221 or NUR 187 or program coordinator consent
Corequisite: NUR 223 and NUR 224

Introduction to the concepts of mental health nursing, including therapeutic relationship, principles of mental health nursing, theoretical models, therapeutic environment, stress/adaptation, and application of nursing process to clients with thought and mood disorders.

NUR 223 Mental Health Nursing II

4 Credit Hours • 103.5 Contact Hours (25 Lecture, 22.5 Lecture/
Lab Combination, 56 Clinical)

Prerequisite: NUR 221 or NUR 187 or program coordinator consent
Corequisite: NUR 222 and NUR 224

Application of nursing process to clients with personality disorders, sexual disorders, anxiety-related disorders, chemical dependency, and childhood/adolescent disorders. This course addresses special therapies in mental health nursing, including psychopharmacology, family therapy, group therapy, milieu therapy, psychotherapy, crisis intervention, and behavioral therapy.

NUR 224 Family Centered Nursing II

4 Credit Hours • 103.5 Contact Hours (25 Lecture, 22.5 Lecture/
Lab Combination, 56 Clinical)

Prerequisite: NUR 221 or NUR 187, or program coordinator consent
Corequisite: NUR 222 and NUR 223

Advanced principles of pediatric nursing applied to the pediatric and obstetrical client with acute and chronic disease processes. Advanced principles of obstetrical nursing applied to the client with acute and chronic disease processes.

Office Administration

BTE 101 Keyboard Skill Building

1 Credit Hour • 30 Contact Hours (Lab)

Special Grading: S/U only

Intensive individualized course designed to meet skill development needs and goals using Cortez Peters' championship typing method.
Prerequisite: CIS 100 or ability to type 20 words per minute.

BTE 102 Keyboarding Applications

2 Credit Hours • 30 Contact Hours (Lecture)

This course is designed for students with minimal keyboarding skills. Letters, tables, memos, and reports are introduced. Speed and accuracy is also emphasized.

BTE 108 Ten-Key by Touch

1 Credit Hour • 30 Contact Hours (Lab)

An introduction to touch control of the ten-key pad. This class emphasizes the development of speed and accuracy using proper technique.

BTE 110 Business Language Skills

3 Credit Hours • 45 Contact Hours (Lecture)

Introduction in correct business language skills as they apply to written and oral communication in the business and technical field. Comprehensive practice in the correct use of English grammar, including proficiency in punctuation, capitalization, possessives, and number usage.

BTE 116 Files Management

1 Credit Hour • 15 Contact Hours (Lecture)

Students will learn and apply accepted rules of filing through practical application. A filing practice set is used to give hands-on experience with filing and finding records.

BTE 274 Professional Growth Seminar

2 Credit Hours • 30 Contact Hours (Lecture)

Special Grading: S/U only

For secretaries already employed or about to enter the job market. Helps to develop office image and plan for advancement.

Philosophy

PHI 105 Millennium Studies

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: REA 115, ENG 121 or concurrent

This cross-disciplinary course will allow students to utilize their skills from three different disciplines in studying a subject of vital interest - the ideas which will influence the 21st Century. It will serve as a cross-disciplinary elective.

PHI 111 Introduction to Philosophy

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: REA 115, ENG 121, STS 060

Introduces significant human questions and emphasizes understanding the meaning and methods of philosophy. Includes the human condition, knowledge, freedom, history, ethics, the future, and religion.

PHI 112 Ethics

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: REA 115, ENG 121, STS 060

Examines human life, experience, and thought in order to discover and develop the principles and values for pursuing a more fulfilled existence. Theories designed to justify ethical judgments are applied to a selection of contemporary personal and social issues.

PHI 113 Logic

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: REA 115, ENG 121, STS 060

Studies effective thinking using language-oriented logic. Provides tools and develops skills for creative and critical thinking. Emphasizes the development of decision-making and problem-solving skills.

PHI 114 Philosophy of Religion

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: REA 115, ENG 121, STS 060

Philosophical introduction to the basic topics in philosophy of religion. Explores related topics of western religions, including the problem of evil, arguments for and against the existence of God, the nature of faith, immortality, problems of religious language, and conflicting truth claims in the various religions.

PHI 115 Comparative Religions

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: REA 115, ENG 121, STS 060

This course introduces the student to the common and different concepts predominant in the major world religions. Included in this study will be the sociological and philosophical similarities and differences that each major world faith has in comparison to the other world faiths.

PHI 116 Beliefs and Believers

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: REA 090, ENG 100

Explores the nature and function of belief structures such as religions and personal and political ideologies. Included are studies of major world religions and the new age religions, neo-paganism, and "civil religion."

PHI 118 Personal Decision Making

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: REA 090, ENG 100

This course acquaints students with the essential steps in creative and critical decision making. Topics include recognizing and defining problems, proposing and testing solutions to these problems, and acting on information gathered. Patterns will be identified in ineffective thinking, and students will be presented with an effective model for decision making and problem solving.

PHI 155 Philosophy East and West

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: REA 090, ENG 100

This course will serve as an elective for those who do not wish to study Western themes alone. Through lecture, exercises, film, and discussion, students will be able to contrast Eastern and Western methods of philosophy.

PHI 205 Environmental Ethics

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: ENG 121, REA 115, and PHI course

This course is designed for the student interested in a transfer elective. It introduces the basic concepts and theories about the environment as well as their situational application.

PHI 215 Philosophy and Contemporary Issues

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: ENG 121

This course will allow students to use their first year skills as they pursue second year studies. It would serve as a humanities elective.

PHI 255 Eastern Wisdom

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: REA 115, ENG 121, STS 060

This course will serve as an elective for those students who wish to establish a firm foundation in Eastern philosophy. Although PHI 155 is not required, it is recommended.

Physical Education and Recreation

PED 101 Body Toning

1 Credit Hour • 30 Contact Hours (PED)

A class designed to meet the needs of students interested in the shaping and toning aspects of weight training while allowing full access to the PPCC Fitness Center.

PED 102 Conditioning and Weight Control

1 Credit Hour • 30 Contact Hours (PED)

A program designed for each individual to aid in any desired weight loss and/or conditioning of the body while allowing full access to the PPCC Fitness Center.

PED 103 Strength Training

1 Credit Hour • 30 Contact Hours (PED)

A class designed for students interested in building muscular strength while allowing full access to the PPCC Fitness Center.

PED 104 Ski Conditioning

1 Credit Hour • 30 Contact Hours (PED)

A class designed to meet the needs of students interested in the specific exercises and conditioning routines necessary to comfortably participate in downhill or cross-country skiing. This course will allow the student full access to the PPCC Fitness Center.

PED 110 Physical Education Activities

1 Credit Hour • 30 Contact Hours (PED)

Various physical education activities are available as follows:

Aerobic Dance I

Techniques to develop and strengthen the cardiovascular system while toning the muscles of the entire body.

Aerobic Dance II

Prerequisite: Aerobic Dance I or faculty consent

Overall body conditioning, coordination, flexibility, weight control, and cardiovascular development using dance and exercise movements set to music. Students choreograph their own routine.

Ballet I

Introduces the basic techniques of ballet which are built upon a knowledge of ballet terminology, fundamental exercises, and the basic elements of dance. May be repeated for a maximum of three credits.

Ballet II

Prerequisite: Ballet I

Continuation of Ballet I with emphasis on intermediate skills level.

Ballet III

Prerequisite: Ballet II

Continuation of Ballet II with emphasis on advanced skills level.

Basketball

Fundamental skills and rules of play. Basic shooting and ball control skills as well as offensive and defensive team strategy.

Bowling

Bowling skills and scoring.

Country Western Line Dancing

Designed for those with little or no formal training, or for those with experience and looking to improve skills. Course will include at least seven different country western line dance routines.

Jazz Dance I

Jazz techniques concentrating on elementary rhythms and isolation of body parts.

Jazz Dance II

Continuation of Jazz Dance I.

Jazz Dance III

This course is a continuation of Jazz Dance II.

Karate/Self Defense I

Introduction to karate, its history, its philosophy, its benefits to individuals and society, and its role today and in the future.

Karate/Self Defense II

Prerequisite: Karate/Self Defense I or faculty consent.

Designed for those with previous experience in self-defense and in any style of karate. The Sho To Kan style of self-defense is taught.

Karate/Self Defense III

Prerequisite: Karate/Self Defense II or faculty consent.

Continuation of Karate/Self Defense II

Karate/Self Defense IV

Prerequisite: Karate/Self Defense III or faculty consent.

Continuation of Karate/Self Defense III

Modern Dance I

Basic techniques of modern dance emphasizing dance vocabulary, fundamental exercises, and the basic elements of dance.

Modern Dance II

Continuation of Modern Dance I.

Modern Dance III

Continuation of Modern Dance II.

Physical Fitness

Exercises designed to keep the body physically fit and healthy.

Tai Chi Chuan I

Students will learn the first section of the long, Yang Style Tai Chi Chuan form. They will also learn appropriate warm-up exercises including various Chi Kung exercises and "standing meditation" postures, as well as some history and philosophy of Tai Chi Chuan.

Tai Chi Chuan II

Continuation of Tai Chi Chuan I.

Tennis I

Fundamentals including tennis strokes, strategy, and proper use of equipment.

Tennis II

Prerequisite: Tennis I or faculty consent.

Progressive study of tennis. Perfecting basic skills.

Volleyball I

Basic motor skills, strategies, and rules of volleyball. Emphasis on gaining proficiency in the sport.

Volleyball II

Prerequisite: Volleyball I or faculty consent.

Designed for those with basic skills and understanding of the game. Emphasis on offensive and defensive strategies, team play, and advanced volleyball skills.

Walking and Weight Control

Exercise and dietary modifications. An exercise program is designed for each individual to aid in any desired weight loss and/or toning.

Yoga I

Principles of physical yoga. Provides an opportunity to experience major positive changes in physical well-being. Flexibility, weight control, slimming, firming, and the relief of tension and stiffness.

Yoga II

Prerequisite: Yoga I or faculty consent.

Concepts of basic yoga are carried into additional areas. Increases awareness of yoga and its physical and mental benefits.

PED 150 Fitness Center I, II, III, and IV

1 Credit Hour • 30 Contact Hours (PED)

Designed for individuals interested in improving total fitness through cardiovascular conditioning program. Includes an individual fitness evaluation, computerized analysis of results, and an exercise prescription. State-of-the-art weight training equipment, bicycle ergometers, rowing machines, a treadmill, and other aerobic equipment will be available to help elicit improvement in physical fitness.

PED 170 Fit 'n' Healthy

2 Credit Hours • 45 Contact Hours (Lecture/Lab Combination)

Course is designed to introduce students to the basic components of physical fitness and to learn quantitative fitness measurement techniques. Lab activities will allow students to experience and observe different testing methods. Upon successful completion, students will be able to design effective fitness and diet programs to achieve their personal goals.

PED 173 Personal and Community Health

3 Credit Hours • 45 Contact Hours (Lecture)

This course covers mental health and development, coping with stress, fitness in living, nutritional needs, environmental dangers, and community and personal health services.

PED 175 Fitness Concepts and Testing

1 Credit Hour • 22.5 Contact Hours (Lecture/Lab Combination)

Education and physical performance evaluations based on tests designed by various law enforcement agencies. Designed for the Pikes Peak Regional Law Enforcement Academy only.

PED 201 Introduction to Health, Physical Education, and Recreation

3 Credit Hours • 45 Contact Hours (Lecture)

This course covers professional physical education today; background information in personal health, nutrition, and recreation; applications to individual well-being; career opportunities.

PED 202 Community Recreation and Leadership

3 Credit Hours • 45 Contact Hours (Lecture)

Introduction to community recreation, recreational leadership, administration, safety, and overall organization of community recreation.

PED 204 Introduction to Athletic Training

2 Credit Hours • 45 Contact Hours (15 Lecture, 30 Lab)

Care, treatment, and prevention of athletic injury. Students will work with PPCC team sport members during their competitive seasons. At conclusion, students will be able to provide initial care and proper treatment of common athletic injuries.

PED 206 Sports and the Law

2 Credit Hours • 30 Contact Hours (Lecture)

Course will introduce basic law with specific emphasis on the sport and fitness industry. Topics will include definitions of amateur and professional athletes, definitions and application of tort law in sport and fitness, application of contract law in sport and fitness, and risk management for the sport and fitness industry.

PED 207 Sports Injuries

3 Credit Hours • 60 Contact Hours (30 Lecture, 30 Lab)

An overview of fitness principles and biomechanics of sensible training for beginning and advanced athletes. Students will learn how to take an active and informed role in planning their fitness programs to recognize and prevent common sport-related injuries.

PED 213 Sports Officiating

2 Credit Hours • 45 Contact Hours (15 Lecture, 30 Lab)

This course covers current rules, regulations, and scoring procedures in popular sports. It assists students in becoming qualified referees, judges, and scorekeepers in competitive recreational athletic events and presents opportunities and difficulties in officiating sports.

PED 223 Soccer Officiating

1 Credit Hours • 30 Contact Hours (Lecture)

This course will prepare the student to take the Colorado State Referee Examination. Upon successful completion of the exam, individuals will be qualified to officiate youth league games and be eligible to test for senior league games.

PED 231 Wilderness Survival

2 Credit Hours • 30 Contact Hours (Lecture)

This course covers classroom lectures and local field trips. Techniques of survival, camping, orientation to survival, and the necessary skills for wilderness survival are included. Fair physical condition recommended.

PED 275 Competitive Team Sports

2 Credit Hours • 60 Contact Hours (PED)

Prerequisite: faculty consent required

This series of courses is reserved for those students who demonstrate advanced skills and capabilities in soccer, volleyball, and karate. Enrollment in the course is through selection by the instructor/coach. Students selected for participation will learn advanced strategies, tactics and individual skills, specific training and conditioning techniques, and team building skills. Competitive events may include local and out-of-town matches against intercollegiate and adult amateur opponents.

Physics

PHY 111 Physics: Algebra-Based I

5 Credit Hours • 90 Contact Hours (60 Lecture, 30 Lab)

Prerequisite: MAT 121 or physics faculty consent

Studies mechanics and heat. Includes laboratory experience.

PHY 112 Physics: Algebra-Based II

5 Credit Hours • 90 Contact Hours (60 Lecture, 30 Lab)

Prerequisite: PHY 111 or physics faculty consent

Studies electricity and magnetism, light, and modern physics. Includes laboratory experience.

PHY 121 Applied Physics I

8 Credit Hours • 150 Contact Hours (60 Lecture, 90 Lecture/Lab)

Prerequisite: MAT 066

This course covers force, work, rate, resistance, energy, power, and force transformers as related to electrical, mechanical, hydraulics, pneumatics, thermal, and electromechanical systems. Includes laboratory experience.

PHY 122 Applied Physics II

8 Credit Hours • 150 Contact Hours (60 Lecture, 90 Lecture/Lab)

Prerequisite: PHY 121

A continuation of PHY121. Topics include momentum, waves and vibrations, energy converters, transducers, radiation, optical systems, and time constants as related to electrical, mechanical, hydraulics, pneumatics, thermal, and electromechanical systems. Includes laboratory experience.

PHY 131 Technology Principles I

3 Credit Hours • 75 Contact Hours (15 Lecture, 60 Lab)

Prerequisite: MAT 066 or faculty consent

Energy systems as they pertain to mechanical, fluid, thermal, and electrical that make up both simple and complex technology devices and equipment.

PHY 132 Technology Principles II

3 Credit Hours • 75 Contact Hours (15 Lecture, 60 Lab)

Prerequisite: PHY 131 or faculty consent

Momentum, waves and vibrations, energy converters, transducers, and radiation as they pertain to electrical, mechanical, fluidic, and thermal devices and equipment.

PHY 133 Technical Physics

5 Credit Hours • 105 Contact Hours (60 Lecture, 45 Lab)

Prerequisite: MAT 105 or faculty consent

This is a one semester physics course designed to support a variety of occupational training programs. The contents can be adapted to whatever program it supports.

PHY 211 Physics: Calculus-Based I

5 Credit Hours • 105 Contact Hours (60 Lecture, 45 Lab)

Corequisite: MAT 201 or physics faculty consent

Studies mechanics and heat. Includes laboratory experience.

PHY 212 Physics: Calculus-Based II

5 Credit Hours • 105 Contact Hours (60 Lecture, 45 Lab)

Prerequisite: PHY 211 or physics faculty consent

Studies wave motion, electricity and magnetism, and light. Includes laboratory experience.

Political Science

POS 105 Introduction to Political Science

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: REA 115, ENG 100

This course is a survey of the discipline of political science, including political philosophy and ideology, democratic and nondemocratic governments and processes, and international relations.

POS 111 American Government

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: REA 115, ENG 100

Includes the background of the U.S. Constitution; the philosophy of American government; general principles of the Constitution; federalism; civil liberties; public opinion and citizen participation; political parties, interest groups, and the electoral process; and the structure and functions of the national government.

POS 125 American State and Local Government

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: REA 115, ENG 100

This course is a study of structure and function of state, county, and municipal governments including their relations with each other and with national government. Colorado government and politics are emphasized.

POS 205 International Relations

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: REA 115, ENG 100

This course examines the relationships among modern nation-states. Topics include diplomacy, nationalism, ideologies, power and influence, conflict and cooperation, the role of non-state actors, and theoretical attempts to influence international behavior.

POS 206 Environmental Policy

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: ENG 121, POS 111

This course serves as a general overview of the issues and policy decisions involved in making environmental policy. The students will examine environmental policy from a historical, cultural, political, and economic point of view.

POS 207 The United States in Current World Affairs

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: REA 115, ENG 100

Problems and issues of the United States as they relate to the nations of the world. American foreign policy, regional alliances, and world trade are covered.

POS 212 Comparative Politics of Developing Nations

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: REA 115, ENG 100

Comparative analysis of the political systems and cultures of developing states. Ideological, institutional, economic, sociological, religious, military, participatory, and other factors and development strategies in selected countries are covered.

POS 215 Current Political Issues

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: REA 115, ENG 100

This course is an in-depth analysis of critical issues in political science. Topics will be determined each term.

POS 216 Comparative Government

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: REA 115, ENG 100

This course is a comparison of the basic features of selected developed and developing countries. Topics include ideologies, political parties, interest groups, and governmental institutions.

Psychology

PSY 101 General Psychology I

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: REA 090, ENG 100

Scientific study of behavior including motivation, emotion, sexuality, physiological psychology, stress and coping, research methods, consciousness, sensation, perception, learning, and memory.

PSY 102 General Psychology II

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: REA 090, ENG 100

Scientific study of behavior including cognition, language, intelligence, psychological assessment, personality, abnormal psychology, therapy, life span development, and social psychology.

PSY 106 Human Relations

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: REA 090, ENG 100

This course emphasizes the development and practice of effective interpersonal communication skills on and off the job.

PSY 109 Career Development

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: REA 090, ENG 100

This course assists students in recognizing their career potential, and provides tools for making realistic decisions concerning educational and occupational objectives.

PSY 111 Human Potential Seminar

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: REA 090, ENG 100

This course is a personal growth workshop based on the self-actualization principles of psychologists Abraham Maslow and Herbert Otto. Course activities of this course are designed to help students realize their potential for becoming more self-determined, self-motivating, and understanding of others.

PSY 115 Psychology of Adjustment

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: REA 090, ENG 100

This course emphasizes personal growth and the development of interpersonal skills. Focus is on practical application of psychological principles and theories in achieving self-understanding and personal growth.

PSY 205 Psychology of Women

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: REA 090, ENG 100

This course covers emotional, cognitive, interpersonal, and cultural contributions to female identity and gender role.

PSY 215 The Criminal Mind

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: REA 090, ENG 100

Explores the psychology of the criminal mind. Criminal behavior will be examined from three separate psychological perspectives. Other topics to be discussed will include personality disorders, sexual offenders, serial murderers, domestic violence perpetrators, drug/alcohol issues, adolescent crime, rising female violent behavior, and police suicide.

PSY 217 Human Sexuality

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: REA 090, ENG 100

This course is a survey of physiological and psychological, and psychosocial aspects of human sexuality. Topics include relationships, sexual identity, and sexual health.

PSY 226 Social Psychology

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: REA 090, ENG 100

This course covers behavior of humans in social settings including attitudes, aggression, conformity, cooperation and competition, prejudice, and interpersonal attraction.

PSY 227 Death and Dying

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: REA 090, ENG 100, PSY 3 hours or faculty consent

This course covers philosophies of life and death, emphasizing dying, death, mourning, and the consideration of one's own death.

PSY 235 Human Growth and Development

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: REA 090, ENG 100, PSY 3 hours or faculty consent

This course is a survey of human development from conception to death emphasizing physical, cognitive, emotional, and psychosocial factors.

PSY 237 Assertiveness Training

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: REA 090, ENG 100

This course teaches the awareness and expression of individual rights and needs in interpersonal relationships.

PSY 243 Behavior Modification

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: REA 090, ENG 100, PSY 101 or 115, or faculty consent

B.F. Skinner's Theory of Operant Conditioning will be discussed. Technical understanding of the theory and practical application will be covered.

PSY 246 Psychology of Women and Men

3 Credit Hours • 45 Contact Hour (Lecture)

Prerequisite: REA 090, ENG 100

This course examines gender differences in work, courtship, family life, and sexual behavior throughout the life span.

PSY 247 Child Abuse and Neglect

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: REA 090, ENG 100

This course examines the causes and effects of physical, sexual, and psychological abuse and neglect. Intervention and prevention strategies are emphasized.

PSY 250 What is Normal?

1 Credit Hours • 15 Contact Hours (Lecture)

Prerequisite: REA 115, ENG 100

A cross-disciplinary approach to what different societies have considered normal behavior, mental health, and mental illness. From the perspectives of anthropology, literature, and psychology, the course will compare readings and interpretations of “normal” and “abnormal” behavior from the perspective of viewers and writers both inside and outside various cultures. Students will receive credit for either ANT 250, or LIT 250, or PSY 250.

PSY 255 Psychology of the Exceptional Child

3 Credit Hours • 45 Contact Hour (Lecture)

Prerequisite: REA 090, ENG 100, PSY 3 hours or faculty consent

This course covers giftedness and physical, mental, and emotional handicaps with emphasis on appropriate intervention.

PSY 260 Psychology of Aging

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: REA 090, ENG 100

Behavioral and emotional patterns of the aging person in the American culture will be covered.

PSY 265 Psychology of Personality

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: REA 090, ENG 100, PSY 3 hours or faculty consent

This course examines structure, function, and development of personality. Major theories of personality are considered. The impact of family, culture, and stress is viewed in relationship to personality.

Radio, Television, Telecommunications

TCM 101 Radio Programming and Production I

3 Credit Hours • 45 Contact Hours (Lecture)

Corequisite: TCM 106

This course covers radio programming, formats and audience rating surveys, basic and sophisticated communication systems, history of broadcasting, broadcasting and production equipment, and program broadcast systems and propaganda.

Credit will be granted for TCM 101 or JOU 101 but not for both.

TCM 102 Radio Programming and Production II

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: TCM 101, TCM 106

Corequisite: TCM 107

This course covers styles of writing and reporting news, editorials, interviews, and commentaries; station logs and announcing styles and techniques; the Federal Communication Commission with emphasis on politics and serving the public interest; job finding and advancing in broadcasting; women in broadcasting; drama; and specialized production. Sports casting and weathercasting.

TCM 106 Radio Programming and Production Lab I

3 Credit Hours • 90 Contact Hours (Lab)

Corequisite: TCM 101

This course covers the use of basic radio station equipment, programming, and formats. Simulated broadcasting using production studio facilities.

TCM 107 Radio Programming and Production Lab II

3 Credit Hours • 90 Contact Hours (Lab)

Prerequisite: TCM 101, TCM 106

Corequisite: TCM 102

Operation of technical equipment of a radio broadcasting studio with emphasis on news, special news features, commercials, audition tapes, sports, and weather.

TCM 123 Writing for Television and Radio

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite or Corequisite: CIS 100

Writing techniques for radio and television emphasizing professional techniques, format, and style. Commercials, public service announcements, and promotional writing will be emphasized.

TCM 130 Principles of Satellite Communications

2 Credit Hours • 30 Contact Hours (Lecture)

This course covers the basics of satellite communication to include broadcasting and education. Students will gain a general understanding of the basic operations relating to satellite communications and how this technology applies to education and industry on a global and national scale.

TCM 131 Broadcast Technical Operations

2 Credit Hours • 30 Contact Hours (Lecture)

Technical operation of radio transmitting systems including FCC rules and regulations.

TCM 132 Introduction to Telecommunications

2 Credit Hours • 30 Contact Hours (Lecture)

An overview of modern communication technologies, including various forms of communication systems and how they impact society with an emphasis on education and industry. Televised interactive video, audiographics, two-way audio/one-way video, Internet, and other computer-based technologies relating to distance education will be emphasized.

TCM 133 Fundamentals of Teleconferencing

2 Credit Hours • 45 Contact Hours (15 Lecture, 30 Lab)

An overview of C-band and Ku-band technology with an emphasis on producing and organizing a teleconference. Student lab participation will include assisting in the set-up and facilitation of a teleconference. Students will attend and participate in the production of at least two teleconferences hosted by the Division of Telecommunications at PPCC. Federal Communications Commission guidelines will also be studied.

TCM 201 Television Production

3 Credit Hours • 45 Contact Hours (Lecture)

Corequisite: TCM 206

This course covers the principles and techniques of television production such as camera operation, basic lighting, operation of video recording equipment, video switcher, and audio. Production procedures, planning, and the role of the director/producer are also included.

Credit will be granted for TCM 201 or JOU 201, but not for both.

TCM 202 Advanced Television Production

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: TCM 201, TCM 206

Corequisite: TCM 207

This course covers the principles and techniques of television production in theory and the approach of studio and field production. Includes emphasis on producing a television program beginning with a concept through script to actual studio production, production preplanning, role of the director/producer, and other broadcast-related fields of video production.

TCM 206 TV Studio Production

3 Credit Hours • 90 Contact Hours (Lab)

Corequisite: TCM 201

This course will cover the operation of cameras, videotape recorders, audio, and video switching equipment doing multicamera studio production. Students produce and direct TV productions and serve on crews as camera operators, switchers, audio controllers, etc.

TCM 207 Advanced TV Studio Production

3 Credit Hours • 90 Contact Hours (Lab)

*Prerequisite: TCM 201, TCM 206**Corequisite: TCM 202*

This course covers studio television production. Students produce and direct multicamera studio productions. Projects include a newscast, instructional/industrial, interviews, free-form, and a final production.

TCM 213 News Writing and Reporting

3 Credit Hours • 45 Contact Hours (Lecture)

Corequisite: CIS 100

This course covers gathering, writing, and reporting radio and television news; development of communications medium style; legal system in relation to news reporting ethics; professional news-sorting and writing software for IBM compatible computer.

TCM 214 Principles of Audio

3 Credit Hours • 45 Contact Hours (Lecture)

An in-depth look at principles of sound design, acoustics, and sound studios. Use of consoles, microphones, magnetic recording, signal processing, and loudspeaker equipment to produce audio tracks for multi- and single-camera TV production.

TCM 215 Broadcast Sales and Management

3 Credit Hours • 45 Contact Hours (Lecture)

Contemporary issues affecting the broadcasting industry, government regulations, labor, consumer influences, internal and external forces on news, entertainment, and advertising. Fundamentals in developing various sales and advertising strategies are also covered.

TCM 216 Corporate Scriptwriting

3 Credit Hours • 45 Contact Hours (Lecture)

Scriptwriting formats and techniques as they apply to corporate, industrial video, and other broadcast and non-broadcast television productions.

TCM 221 Basic Video Production

4 Credit Hours • 90 Contact Hours (Vocational Lab)

Prerequisite: faculty consent

This course will cover the basics in single camera video production for non-broadcast personnel to gain an appreciation of the basics of "in studio" and "on location" video production. Basic lighting, camera operation, script construction, videotape editing, and problem solving are covered. Opportunity to work in teams in the production of videotape programs designed as an informational program or a training tool for a particular target audience.

TCM 222 Advanced Videotape Editing

4 Credit Hours • 90 Contact Hours (Vocational Lab)

Prerequisite: faculty consent

Elements of space and time examined through videotape editing. "Assemble and insert" editing techniques are covered as they pertain to standards commonly used in the video production industry. A non-linear video editing on Casablanca software will be explored.

TCM 270 Supervised Work Experience in News

4 Credit Hours • 150 Contact Hours (15 Lecture, 135 Work Experience)

Prerequisite: TCM 101, TCM 106, TCM 131, and faculty consent

In this course, students will cover news events, and actualities and report several regular newscasts on KEPC and in the radio labs.

TCM 271 Supervised Work Experience I

4 Credit Hours • 150 Contact Hours (15 Lecture, 135 Work Experience)

Prerequisite: TCM 201, TCM 206, and faculty consent

This course provides experience in a commercial television station or an allied industry.

TCM 272 Supervised Work Experience II

4 Credit Hours • 150 Contact Hours (15 Lecture, 135 Work Experience)

Prerequisite: TCM 101, TCM 106, and faculty consent

This course provides experience in a commercial radio station or an allied industry.

TCM 273 Supervised Work Experience III

4 Credit Hours • 150 Contact Hours (15 Lecture, 135 Work Experience)

Prerequisite: TCM 101, TCM 106, TCM 131, and faculty consent

This course provides experience at the college FM radio station KEPC. All work experience is in the KEPC labs and studios.

TCM 274 Supervised Work Experience IV

3 Credit Hours • 105 Contact Hours (15 Lecture, 90 Work Experience)

Prerequisite: TCM 201, TCM 206, and faculty consent

This course provides lab experience in the college television studio or interactive television studio.

TCM 275 Supervised Work Experience V

3 Credit Hours • 105 Contact Hours (15 Lecture, 90 Work Experience)

Prerequisite: TCM 101, TCM 106, TCM 131, and faculty consent

This course provides advanced lab experience at the college FM radio station KEPC.

TCM 276 Supervised Work Experience VI

3 Credit Hours • 105 Contact Hours (15 Lecture, 90 Lab)

Prerequisite: TCM 272 and faculty consent

This course provides advanced experience in a commercial radio station or allied industry.

TCM 277 Supervised Work Experience VII

3 Credit Hours • 105 Contact Hours (15 Lecture, 90 Lab)

Prerequisite: TCM 271 and faculty consent

This course provides advanced experience in a commercial television station or allied industry.

TCM 278 Internship in Telecommunications

4 Credit Hours • 150 Contact Hours (15 Lecture, 135 Work Experience)

Students will produce one project during the semester which can be a research paper, an actual program produced on videotape, audiotape, or CD-ROM, or any other computer-based project related to this particular area of emphasis.

Reading

REA 060 Foundations of Reading

4 Credit Hours • 60 Contact Hours (Lecture)

This first level reading course provides intensive review of basic reading concepts based on diagnostic/prescriptive methods.

REA 090 College Preparatory Reading

4 Credit Hours • 60 Contact Hours (Lecture)

Prerequisite: REA 060

This course will prepare students for college level content reading. It will build upon the level 1 content and provide a bridge from remedial reading to content instruction.

REA 115 College Reading

4 Credit Hours • 60 Contact Hours (Lecture)

Prerequisite: REA 090

Continuation of REA 090, building upon basic silent reading skills. Analytical reading and reasoning, and intensive vocabulary training at a more advanced level. Includes computer-assisted instruction and speed training.

Real Estate

RES 140 Comprehensive Real Estate Training

12 Credit Hours • 180 Contact Hours (Lecture)

This course incorporates all the materials covered in RES 141, 142, 143, and 144. This course is designed to prepare the students to take the Colorado State Real Estate licensing exam on successful completion. This course encompasses multi-state and federal laws, Colorado real estate contracts and regulations, current legal issues, practical applications, record keeping, trust accounts, and closings.

RES 141 Real Estate Practice and Law

3 Credit Hours • 50 Contact Hours (Lecture)

This course is designed to introduce students to the practice of real estate through the study of multi-state and federal laws. This course incorporates the use of key terms and concepts as practiced in a majority of the states.

RES 142 Colorado Real Estate Contracts and Regulations

3 Credit Hours • 50 Contact Hours (Lecture)

Prerequisite: RES 141 or faculty consent

This course is designed to help students prepare and understand Colorado Real Estate Commission Approved contracts and the Colorado real estate regulations regarding these contracts.

RES 143 Current Legal Issues and Practical Applications

3 Credit Hours • 50 Contact Hours (Lecture)

Prerequisite: RES 142 or faculty consent

This course is designed to instruct students in the proper record keeping procedures required by the Real Estate Commission in order to maintain and account for funds belonging to others and to exhibit skills necessary to properly close a real estate transaction, including responsibilities from the contract through after the closing.

RES 144 Record Keeping, Trust Accounts and Closings

3 Credit Hours • 50 Contact Hours (Lecture)

Prerequisite: RES 143 or faculty consent

This course is designed to instruct students in the proper record keeping procedures required by the Real Estate Commission in order to maintain and account for funds belonging to others and to exhibit skills necessary to properly close a real estate transaction, including responsibilities from the contract through after the closing.

RES 250 Colorado Broker Transition

2 Credit Hours • 30 Contact Hours (Lecture)

Prerequisite: Student must possess a valid Colorado sales license.

This course is designed to prepare students for the transition from a Colorado salesperson's license to a broker associate license. The relationship among listing contracts, sales contracts, and closing will be discussed.

Russian

RUS 107 Russian for Business

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: REA 090, ENG 100

Language orientation in the context of business and financial activities. Focus will be on specialized business vocabulary and essential cultural information.

RUS 109 Russian for Travel

2 Credit Hours • 30 Contact Hours (Lecture)

Prerequisite: REA 090, ENG 100

Special Grading: S/U only

Introduces basic vocabulary and expressions useful to travelers in Russian-speaking countries as well as customs, traditions, and cultural attitudes to be discovered by a visitor to a Russian-speaking country. Does not fulfill humanities area requirements. Not intended for transfer.

RUS 111 Russian I

5 Credit Hours • 75 Contact Hours (Lecture)

Prerequisite: REA 090, ENG 100

Begins a sequence dealing in the development of functional proficiency in listening, speaking, reading, and writing the language.

RUS 112 Russian II

5 Credit Hours • 75 Contact Hours (Lecture)

Prerequisite: REA 090, ENG 100, RUS 111 (grade C or better) or faculty consent

Continues RUS 111 in the development of functional proficiency in listening, speaking, reading, and writing the language.

RUS 266 Culture Studies

1-3 Credit Hours • 22.5-67.5 Contact Hours (Lecture/Lab)

Prerequisite: REA 090, ENG 100

Interdisciplinary studies of a specific culture within a country of that culture with references to historical context and cultural concerns and values. Emphasis may be on either the arts or language/linguistics. May be repeated under a different subtitle for a maximum of 9 credits.

Risk and Safety (See Environmental Health and Safety)

Social Services Technician

SSE 100 Introduction to Human Services

3 Credit Hours • 45 Contact Hours (Lecture)

This course covers human services and the challenges and problems of working with people. Human service systems, the role of the human service worker, and attitudinal and ethical issues are covered.

SSE 115 Social Welfare and Community Agencies

3 Credit Hours • 45 Contact Hours (Lecture)

History of the social welfare system and how it was formed, developed, and presently functions. Representatives from various community agencies visit the class to discuss the purposes and functions of their agencies.

SSE 122 Intervention Techniques

3 Credit Hours • 45 Contact Hours (Lecture)

This course covers basic communication skills essential in working with people with problems. Attending and listening techniques and empathic response skills at a minimal level of application are covered.

SSE 133 Application of Group Counseling

3 Credit Hours • 45 Contact Hours (Lecture)

This course covers basic problem solving through group counseling techniques. The orderly, systematic, and planned way of working with people in groups as well as basic philosophy, purpose, and principles of group work are covered.

SSE 141 Introduction to Alcohol and Drugs

3 Credit Hours • 45 Contact Hours (Lecture)

This course is designed for the social services technician and covers composition of alcohol and related drugs, their interactions with the body, and their long- and short-term effects on the individual. Treatment and rehabilitation methods are also covered.

SSE 192 Community Field Experience I

6 Credit Hours • 240 Contact Hours (15 Lecture, 225 Work Experience)

Prerequisite: SSE 122

Assignments to a variety of social service agencies in the community to obtain practical experience. Supervision by college personnel with cooperation of the community agency.

SSE 193 Community Field Experience II

6 Credit Hours • 240 Contact Hours (15 Lecture, 225 Work Experience)

Prerequisite: SSE 192

Continuation of SSE 192.

SSE 211 Human Behavior in the Social Environment

3 Credit Hours • 45 Contact Hours (Lecture)

Family functioning and the influence of the social environment will be examined through the perspectives of social systems theory, general systems theory, and ecological theory. Practical applications for intervention with systems will be developed in class.

SSE 212 Client Development

3 Credit Hours • 45 Contact Hours (Lecture)

This course covers different stages of development of people. Stresses and strains occurring in individual stages as they relate to the therapeutic intervention of the paraprofessional are also covered.

SSE 213 Differential Approaches in Social Services

3 Credit Hours • 45 Contact Hours (Lecture)

This course covers some currently popular forms of treatment, including reality therapy, behavior modification, and transactional analysis.

SSE 271 Community Field Experience III

6 Credit Hours • 240 Contact Hours (15 Lecture, 225 Work Experience)

Prerequisite: SSE 193

Continuation of SSE 193.

Sociology

SOC 101 Introduction to Sociology I □

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: REA 090, ENG 100

Examines the basic concepts, theories, and principles of sociology as well as human cultures, social groups, and the social issues of age, gender, class, and race.

SOC 102 Introduction to Sociology II □

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: REA 090, ENG 100, SOC 101 or faculty consent

Examines social institutions and organizations from the macroperspective. Emphasizes issues of social change, demography, social movements, and conflicts and trends within education, religion, family, political, and economic structures.

SOC 205 Marriage and Family

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: REA 090, ENG 100, SOC 3 hours or faculty consent

This course helps develop an understanding of marriage, family, and kinship. It examines the family as an institution and how social, cultural, and personal factors influence family relations. The stability and diversity of the family will be explored, along with current trends and some alternative life styles.

SOC 206 Single Life: Divorce and Widowhood

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: REA 090, ENG 100

This course covers varieties of single lifestyles, including divorce, custody, widowhood, and bereavement processes.

SOC 215 Contemporary Social Problems

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: REA 090, ENG 100

This course explores current social issues that result in societal problems. It focuses on such issues as civil liberties, gender discrimination, substance abuse, crime, poverty, and social change.

SOC 218 Sociology of Minorities

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: REA 090, ENG 100, SOC 3 hours or faculty consent

This course explores the variety of intergroup relations: race, nationality, ethnic, income, and other minority classifications. Patterns of prejudice, discrimination, and possible solutions to these issues will be examined.

SOC 231 Deviant Behavior

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: REA 090, ENG 100, SOC 101 or faculty consent

This course covers nature, identification, and explanation of deviant categories, including attempts to control, change, and institutionalize society's unacceptables.

SOC 232 Juvenile Delinquency

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: REA 090, ENG 100, SOC 101 or faculty consent

This course covers juvenile behavior and causes, treatment, and prevention of delinquency, including legal processing of juveniles.

SOC 236 Aging and the Aged

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: REA 090, ENG 100

This course examines the present and future roles of the aged in the family, the community, and the work place. Economic, political, health and retirement systems will be studied.

SOC 237 Sociology of Death and Dying

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: REA 090, ENG 100

This course examines the event of death and the process of dying. It will explore the cause of death, and the experience of dying in nursing homes, emergency rooms, and hospices. A review of the ethical and political issues of death and dying will be studied.

SOC 250 Chicanos in a Changing Society

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: REA 090, ENG 100

This course explores the lives and roles of Chicanos and Chicanas (Americans of Mexican descent). It introduces students to the Chicano community, its historical/social development, how it interrelates with Anglo and multicultural societies, and its future prospects.

Space Science

SPS 101 Spaceflight

3 Credit Hours • 45 Contact Hours (Lecture)

Nonmathematical introduction to the principles of launching and operating manned spacecraft, unmanned satellites, and permanent space stations. Students with proper MAT prerequisite are encouraged to take SPS 205 concurrently.

SPS 201 Principles of Astronautics

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: MAT 121

A mathematical study of spaceflight at the algebra-trigonometry level, examining the physical laws of motion, gravitation, momentum, and energy as applied to rocket propulsion and orbital mechanics. Rocket design, thrust computations, earth orbits, orbital maneuvering, rendezvous, interplanetary trajectories, orbital decay, and reentry are covered. Students are encouraged to take SPS 205 concurrently.

SPS 205 Space Science Laboratory

1 Credit Hour • 30 Contact Hours (Lab)

Prerequisite or Corequisite: SPS 101 or SPS 201

This course provides laboratory experience to accompany SPS 101 and SPS 201.

Spanish

SPA 101 Conversational Spanish I

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: REA 090, ENG 100

This is the first course in a sequence for beginning students who wish to understand and speak Spanish. The material will include basic vocabulary, grammar, and expressions that are used in daily situations and in travel.

SPA 102 Conversational Spanish II

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: REA 090, ENG 100, SPA 101 (grade C or better) or faculty consent

This is the second course in a sequence for beginning students who wish to understand and speak Spanish. The material will continue to cover basic conversational patterns, expressions, and grammar.

SPA 107 Spanish for Business

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: REA 090, ENG 100

Language orientation in the context of business and financial activities. Focus will be on specialized business vocabulary and essential cultural information.

SPA 109 Spanish for Travel

2 Credit Hours • 30 Contact Hours (Lecture)

Prerequisite: REA 090, ENG 100

Special Grading: S/U only

Introduces basic vocabulary and expressions useful to travelers in Spanish-speaking countries, as well as customs, traditions, and cultural attitudes to be discovered by a visitor to a Spanish-speaking country. Does not fulfill humanities area requirements. Not intended for transfer.

SPA 111 Spanish I

5 Credit Hours • 75 Contact Hours (Lecture)

Prerequisite: REA 090, ENG 100

Begins a sequence in the development of functional proficiency in listening, speaking, reading, and writing the language.

SPA 112 Spanish II

5 Credit Hours • 75 Contact Hours (Lecture)

Prerequisite: REA 090, ENG 100, SPA 111 (grade C or better) or faculty consent

Continues SPA 111 in the development of functional proficiency in listening, speaking, reading, and writing the language.

SPA 201 Conversational Spanish III

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: REA 090, ENG 100, SPA 102 (grade C or better) or faculty consent

This is the third course in a sequence for students who wish to continue their study of understanding and speaking Spanish. The material will include intermediate level vocabulary, grammar, and expressions.

SPA 202 Conversational Spanish IV

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: REA 090, ENG 100, SPA 201 (grade C or better) or faculty consent

This is the fourth course in a sequence for students who wish to continue their study of understanding and speaking Spanish. The material will continue to cover intermediate level conversational patterns, expressions, and grammar.

SPA 211 Spanish III

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: REA 090, ENG 100, SPA 112 (grade C or better) or faculty consent

Continues SPA 111 and 112 in the development of increased functional proficiency in listening, speaking, reading, and writing the language.

SPA 212 Spanish IV

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: REA 090, ENG 100, SPA 211 (grade C or better) or faculty consent

Continues SPA 111, 112, and 211 in the development of increased functional proficiency in listening, speaking, reading, and writing the language.

SPA 266 Culture Studies

1-3 Credit Hours • 22.5-67.5 Contact Hours (Lecture/Lab)

Prerequisite: REA 090, ENG 100

Interdisciplinary studies of a specific culture through travel to a country of that culture with references to historical context and cultural concerns and values. Emphasis may be on either the arts or language/linguistics. May be repeated under a different subtitle for a maximum of 9 credits.

Speech

SPE 115 Principles of Speech Communication □

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: REA 090, ENG 060

This course combines theory of speech communication with public speech performance skills. Emphasizes speech delivery, preparation, organization, support, and audience analysis.

SPE 125 Interpersonal Communication

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: REA 090, ENG 060

This course is an examination of communication involved in interpersonal relationships occurring in family, social, and career situations. Relevant concepts include self-concept, perception, listening, nonverbal communication, and conflict negotiation.

SPE 214 Natural Resource Interpretation and Communication

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: REA 090 or faculty consent, ENG 060 or faculty consent

This course provides human communication and interpretation training for those required to interpret natural resource data and/or present information about historical characters and times for the public. Focus on experiential skill development in areas of interpersonal relations, group problem-solving, team building, leadership, conflict management, negotiation, presentation techniques, and environmental/historical education.

SPE 216 Advanced Public Speaking

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: REA 090, ENG 060, SPE 115 or faculty consent

This course is a continuation of SPE 115 with special emphasis on informative and persuasive public speaking skills and techniques using longer, in-depth speeches. Work in other speech formats may include extemporaneous, impromptu, manuscript, special occasion speeches, and group decision making.

SPE 217 Group Communication

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: REA 090, ENG 060

This course examines theory and communication involved in effective group problem solving and decision making. Emphasis on the function of group leadership, structure, goals, roles, norms, and agendas.

SPE 225 Organizational Communication

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: REA 090, ENG 060, SPE 115 or faculty consent

This course is a study of human communication systems and patterns in business and organizational settings. Topics include exploration of leadership strategies; effective managerial communication skills with peers, superiors, and subordinates; and organizational communication environments, networks, and goals.

Study Skills

STS 010 Academic Enrichment Program

1 Credit Hour • 22.5 Contact Hours (Lecture/Lab Combination)

Designed to assist new and returning students in knowing what to expect from and how to adjust to the academic rigors of Pikes Peak Community College. This academic head start course introduces basic time management skills, use of WordPerfect, paragraph construction, basic math refresher, support group construction, campus and career services, and self-confidence building. *NOTE: This course is offered one week before the semester begins.

STS 030 Math Success Strategies

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: MAT 036 or concurrent, REA 090, ENG 060

Techniques to improve success in mathematics. Anxiety reduction, study techniques, memory, and test-taking skills are learned and applied to a brief math unit.

STS 050 Semester Survival

2 Credit Hours • 30 Contact Hours (Lecture)

Students enrolling in this course will be exposed to basic study skills in order to bolster their chances of completing the current semester successfully.

STS 060 Learning Success Strategies

4 Credit Hour • 60 Contact Hours (Lecture)

This is an introductory study skills course designed to promote and develop increased independent and adaptive learning strategies, and self-confidence within the college environment. The course offers opportunities to learn and practice a variety of in-class and out-of-class techniques to help meet the challenges of academic and interpersonal situations.

STS 100 Advanced Learning Strategies

4 Credit Hours • 60 Contact Hours (Lecture)

Prerequisite: REA 115 or concurrent, ENG 100 or concurrent

This course will focus on critical thinking and problem solving skills. It will provide a practical approach to learning methods and success in the college environment.

Systems

SYS 200 Logic Control Systems

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: ELE 204, ELE 205, or faculty consent

Corequisite: SYS 201

This course covers electronic systems to perform specific control functions.

SYS 201 Logic Control Systems Lab

4 Credit Hours • 120 Contact Hours (Lab)

Prerequisite: ELE 204, ELE 205, or faculty consent.

Corequisite: SYS 200

Construction, measurement, and experimentation of the circuits studied in SYS 200.

SYS 202 Servomechanisms

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: SYS 200, SYS 201, or faculty consent

Corequisite: SYS 203

This course covers the application of the synchrogenerator and motor systems. Servomotor, servoamplifier, and other positioning servomechanisms are also covered.

SYS 203 Servomechanisms Lab

3 Credit Hours • 90 Contact Hours (Lab)

Prerequisite: SYS 200, SYS 201, or faculty consent

Corequisite: SYS 202

Construction, measurement, and experimentation of the circuits studied in SYS 202.

SYS 232 Industrial Motors and Controls

4 Credit Hours • 67.5 Contact Hours (45 Lecture, 22.5 Lecture/Lab Combination)

Prerequisite: Sophomore standing in program or faculty consent

Electric motors and controls used in industry.

Theatre

THE 105 Introduction to the Theatre Arts

3 Credit Hours • 45 Contact Hours (Lecture)
Prerequisite: REA 090, ENG 060

This course includes discussions, workshops, and lectures designed to discover, analyze, and evaluate all aspects of the theatre experience: scripts, acting, directing, staging, history, criticism, and theory.

THE 111 Acting I

3 Credit Hours • 45 Contact Hours (Lecture)
Prerequisite: REA 090, ENG 060

This course covers basic acting techniques and approaches including scene study, improvisation, and script analysis. It includes practical application through classroom performance.

THE 112 Acting II

3 Credit Hours • 45 Contact Hours (Lecture)
Prerequisite: REA 090, ENG 060, THE 111 or faculty consent

This course continues to explore basic acting techniques and approaches, including scene study, improvisation, and script analysis. Practical application through classroom performance.

THE 116 Technical Theatre

3 Credit Hours • 45 Contact Hours (Lecture)

Introduces the technical aspects of theatre production. Topics include set design and construction, costuming, makeup, and stage lighting.

THE 121 Set Design: Film and Theatre

3 Credit Hours • 75 Contact Hours (15 Lecture, 60 Lab)
Prerequisite: REA 090, ENG 060

Emphasizes two- and three-dimensional drawing and designs and color theory. Students construct 3-D models and a theatrical stage set.

THE 131 Theatre Production

2 Credit Hours • 60 Contact Hours (Lab)
Prerequisite: REA 090, ENG 060, THE 111 and/or THE 112 or faculty consent

This course allows students to put into practice theories of theatre production. Participation in set construction, scenic artistry, costuming, lighting, sound, acting, stage managing, and administration are available.

THE 132 Theatre Production

2 Credit Hours • 60 Contact Hours (Lab)
Prerequisite: REA 090, ENG 060

This course allows students to put into practice theories of theatre production. Participation in set construction, scenic artistry, costuming, lighting, sound, acting, stage managing, and administration are available.

THE 135 Theatre Makeup

1-2 Credit Hours • 22.5 Contact Hours (Lecture/Lab)
Prerequisite: REA 090, ENG 060

This course emphasizes the fundamentals of theatre makeup design and application techniques. Techniques include basic corrective, character, old age, and fantasy application.

THE 204 Voice and Articulation I

2 Credit Hours • 30 Contact Hours (Lecture)
Prerequisite: REA 090, ENG 060

Emphasis on vocal development including diction, enunciation, projection, dialects, and vocal interpretation of written materials. Students strive to eliminate regionalisms and tonal faults, e.g., nasality, stridency, sibilance, breathiness.

THE 205 Voice and Articulation II

3 Credit Hours • 45 Contact Hours (Lecture)
Prerequisite: REA 090, ENG 060, THE 204

Continuation of THE 204.

THE 211 Development of Theatre I

3 Credit Hours • 45 Contact Hours (Lecture)
Prerequisite: REA 115, ENG 100, Sophomore standing recommended.

Surveys the history and evolution of the theatre from Ancient Greece to the Renaissance emphasizing all aspects of the art form from period values to analysis of dramatic literature and performance.

THE 212 Development of Theatre II

3 Credit Hours • 45 Contact Hours (Lecture)
Prerequisite: REA 115, ENG 100, Sophomore standing recommended.

Surveys the history and evolution of drama from the Renaissance to the present emphasizing all aspects of the art form from period values to the analysis of dramatic literature and performance.

THE 215 Play Writing

3 Credit Hours • 45 Contact Hours (Lecture)
Prerequisite: REA 090, ENG 121 or concurrent, or faculty consent

This course gives students the opportunity to learn and practice playwriting techniques, thereby improving creative writing skills. Elements of dramatic structure, dialogue, styles, and theatrical practices are emphasized.

THE 216 Theatre Lighting

3 Credit Hours • 45 Contact Hours (Lecture)
Prerequisite: REA 090, ENG 060, THE 206, THE 131 or THE 231, or faculty consent

This course focuses upon the theory and practice of stage lighting. Topics include basic electrical theory, color theories, rigging, and design of lighting for the performing arts.

THE 218 Readers Theatre

3 Credit Hours • 45 Contact Hours (Lecture)
Prerequisite: REA 090, ENG 060

This course trains students to select, cut, produce, and direct small scale Readers Theatre productions. Oral interpretation skills are emphasized and developed.

THE 231 Theatre Production

2 Credit Hours • 60 Contact Hours (Lab)
Prerequisite: REA 090, ENG 060

This course allows students to put into practice theories of theatre production. Participation in set construction, scenic artistry, costuming, lighting, sound, acting, state managing, and administration is available.

THE 232 Theatre Production

2 Credit Hours • 60 Contact Hours (Lab)
Prerequisite: REA 090, ENG 060

This course allows students to put into practice theories of theatre production. Participation in set construction, scenic artistry, costuming, lighting, sound, acting, state managing, and administration is available.

THE 241 Intermediate Acting I

3 Credit Hours • 45 Contact Hours (Lecture)
Prerequisite: REA 090, ENG 060

Emphasis on artistic concentration of voice and movement. Detailed character biography required.

THE 242 Intermediate Acting II

3 Credit Hours • 45 Contact Hours (Lecture)
Prerequisite: REA 090, ENG 060

Continuation of THE 241. Emphasis on artistic concentration of voice and movement. Detailed character biography required.

THE 243 Rehearsal and Performance I

1 Credit Hour • 30 Contact Hours (Lab)

Prerequisite: REA 090, ENG 060, and faculty consent

This course is designed to give the student actor practical experience in a real acting environment. Through the audition and rehearsal process, students will have their imaginations and creative potential stimulated. Special attention will be given to characterization, stage movement, speech techniques, dramatic form, and the rehearsal/production/performance. Experience not needed.

THE 244 Rehearsal and Performance II

2 Credit Hours • 60 Contact Hours (Lab)

Prerequisite: REA 090, ENG 060, and faculty consent

This course is designed to give the student actor practical experience in a real acting environment. Through the audition and rehearsal process, students will have their imaginations and creative potential stimulated. Special attention will be given to characterization, stage movement, speech techniques, dramatic form, and the rehearsal/production/performance process. The successful rehearsal and presentation of the current Masquers production to the public will be the focal point of the activities. Previous acting experience is helpful but not required.

THE 245 Rehearsal and Performance III

3 Credit Hours • 90 Contact Hours (Lab)

Prerequisite: REA 090, ENG 060, and faculty consent

This course is designed to give the student actor practical experience in a real acting environment. Through the audition and rehearsal process, students will have their imaginations and creative potential stimulated. Special attention will be given to characterization, stage movement, speech techniques, dramatic form, and the rehearsal/production/performance process. The successful rehearsal and presentation of the current Masquers production to the public will be the focal point of the activities. Previous acting experience is helpful but not required.

THE 261 Production Stage Manager I

3 Credit Hours • 90 Contact Hours (Lab)

Prerequisite: REA 090, ENG 060, and faculty consent

This course covers an examination of the practical and creative side of production stage management from a participatory stance by serving as the production stage manager for the current PPCC production. Participation in this course is subject to an interviewing process with the show's director/producer and is limited to just one student per semester. Interviews will be conducted three months before through the first week of the semester.

THE 262 Production Stage Manager II

3 Credit Hours • 90 Contact Hours (Lab)

Prerequisite: REA 090, ENG 060, and faculty consent

This course covers an examination of the practical and creative side of production stage management from a participatory stance by serving as the production stage manager for the current PPCC production. Participation in this course is subject to an interviewing process with the show's director/producer and is limited to just one student per semester. Interviews will be conducted three months before through the first week of the semester.

THE 266 Theatre Studies I

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: REA 090, ENG 060, and faculty consent

Emphasis on specific theories of theatre production. May be repeated under a different subtitle for a maximum of 9 credits.

THE 267 Theatre Studies II

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: REA 090, ENG 060, and faculty consent

Emphasis on specific theories of theatre production. May be repeated under a different subtitle for a maximum of 9 credits.

Travel

TVL 208 Travel Automation Systems I

4 Credit Hours • 60 Contact Hours (Lecture)

Industry orientations and overview. Computer training on live Apollo Reservation System incorporates U.S. geography and industry terminology. Tariff (airfares and rules) provides students with the ability to access and read tariff displays as well as understand "fare basis." Reservations, availability and itinerary pricing, ticketing PRN, MCOs, refunds and exchanges are covered.

TVL 210 Travel Automation Systems II

4 Credit Hours • 60 Contact Hours (Lecture)

Prerequisite: TVL 208 or faculty consent

A continuation of TVL 208 on the Apollo System incorporating world geography and travel orientation. Non-air sales to include cars/hotels, tours/cruises, and rail/international as well as professional development in customer service, sales, and account management will be covered.

Upholstery

NOTE: These courses are offered at Little Rock Air Force Base only.

UPH 100 Basic Upholstery Techniques

3 Credit Hours • 75 Contact Hours (15 Lecture, 60 Lab)

This course covers the upholstery industry: safety, familiarization with tools and materials, sewing, tacking, layout, and pattern work.

UPH 101 Auto Upholstery I

3 Credit Hours • 75 Contact Hours (15 Lecture, 60 Lab)

Prerequisite: UPH 100 or faculty consent.

This course covers auto seat upholstery, including removal and replacement, teardown, correct use of materials, cutting, and stretching.

UPH 102 Auto Upholstery II

3 Credit Hours • 75 Contact Hours (15 Lecture, 60 Lab)

Prerequisite: UPH 101 or faculty consent.

Continuation of UPH 101, emphasizing skill development. Carpet, trim, convertible tops, tonneau covers, and convertible boots are course components.

UPH 103 Auto Upholstery III

3 Credit Hours • 75 Contact Hours (15 Lecture, 60 Lab)

Prerequisite: UPH 102 or faculty consent.

Repair and/or replacement of arm rests, carpet, wind lace, door panels, headliner, convertible tops, tonneau covers, and convertible boots.

UPH 104 Furniture Upholstery I

3 Credit Hours • 75 Contact Hours (15 Lecture, 60 Lab)

Prerequisite: UPH 100 or faculty consent.

Mechanics and upholstering of reclining household furniture. Completion of upholstery of a reclining chair is required.

UPH 105 Furniture Upholstery II

3 Credit Hours • 75 Contact Hours (15 Lecture, 60 Lab)

Prerequisite: UPH 104 or faculty consent.

Layout, cutting, sewing, and application of final covers on pillow-type household furniture. Recovering of one pillow-back chair is required.

UPH 106 Furniture Upholstery III

3 Credit Hours • 75 Contact Hours (15 Lecture, 60 Lab)

Prerequisite: UPH 105 or faculty consent.

Reupholstering larger pieces of household furniture such as couches or loveseats. Completion of upholstery of a couch or loveseat is required.

UPH 107 Advanced Upholstery Techniques I

3 Credit Hours • 75 Contact Hours (15 Lecture, 60 Lab)
Prerequisite: UPH 106 or faculty consent.

Advanced upholstery techniques dealing with tufting. Layout, cutting, sewing, padding, and application of channels. Completion of upholstery of a channel-back chair is required.

UPH 108 Advanced Upholstery Techniques II

3 Credit Hours • 75 Contact Hours (15 Lecture, 60 Lab)
Prerequisite: UPH 107 or faculty consent.

Continuation of UPH 107; methods of button tufting. Completion of upholstery of a tufted chair is required.

UPH 109 Renovation of Antique Furniture

3 Credit Hours • 75 Contact Hours (15 Lecture, 60 Lab)
Prerequisite: UPH 108 or faculty consent.

Repairing, recovering, and refinishing of an antique chair.

Visual Communications

VIC 101 Introduction to Electronic Publishing

4 Credit Hours • 90 Contact Hours (Vocational Lab)

An introduction to the Macintosh computer hardware and software with application emphasis on beginning PageMaker and Quark XPress.

VIC 102 Typography History and Design

2 Credit Hours • 45 Contact Hours (Vocational Lab)

An introduction to typography, its history, type families, letter form, and face design. An overview of layout and lettering design as well as the dynamics of proportion, spacing and sizing of type.

VIC 103 Introduction to Visual Communication

2 Credit Hours • 45 Contact Hours (Vocational Lab)

This course will provide students with an initial overview of careers, processes, and tools within the visual communication field. Class time will be divided equally so that all students experience lecture and lab in print, multimedia, and design on rotation. Emphasis will be on commonalities of color, design, type, and process.

VIC 107 Electronic Image

4 Credit Hours • 90 Contact Hours (Vocational Lab)

Prerequisite: VIC 101

Advanced level and continuation of Macintosh computer skills and theory for application to layout and design, prepress, and illustration. Continuation of PageMaker, Quark, and introduction to Freehand.

VIC 108 Design Tools and Techniques

4 Credit Hours • 90 Contact Hours (Vocational Lab)

Introductory level course in the use and application of design theory and devices for the creative process in the developmental layout phases. Students will also develop board technical skills with the use and application of art tools, instruments, equipment, and materials.

VIC 109 Multimedia Presentations

3 Credit Hours • 67.5 Contact Hours (Vocational Lab)

Prerequisite: VIC 101

Students will learn Microsoft Powerpoint and Gold Disk Astound to combine video, clip art, animation, and text into multimedia presentations.

VIC 110 Layout and Typography

4 Credit Hours • 90 Contact Hours (Vocational Lab)

Prerequisite: VIC 103 or faculty consent

This course covers principles of the creative process in layout phases of thumbnails, roughs, and comprehensives. The interaction of typography and its related visual dynamics and design elements will be covered.

VIC 125 Traditional and Electronic Art Production

4 Credit Hours • 90 Contact Hours (Vocational Lab)

Prerequisite: VIC 101, VIC 108 or faculty consent

Students will develop layout and camera-ready production theory and the skills to produce one and two color mechanical art that includes type, clip art, and/or half tones for presentation or promotional materials. The theory and preparation for publishing will define methods, materials, and software to create results for the print/publishing stages.

VIC 130 Design and Color

4 Credit Hours • 90 Contact Hours (Vocational Lab)

The design process and creative problem solving is the core of this class. Design and color theories, fundamentals, styles, and stages area applied to workups, finished art, and presentations. Emphasis will be on line, form, composition, and continuity.

VIC 131 Drawing Skills I

4 Credit Hours • 90 Contact Hours (Vocational Lab)

This course covers fundamental skills and theories of drawing and rendering line structure, form, value, texture, and composition. Application of drawing skills with various media for line quality as well as value, and texture interpretations are also covered.

VIC 132 Drawing Skills II

4 Credit Hours • 90 Contact Hours (Vocational Lab)

Prerequisite: VIC 131 or faculty consent

A continuation of VIC 131, Drawing Skills I, with advanced exploration of line, structure, contour, form, value, and composition. Course will include advanced projects in drawing skill applications and working stages. Analysis of action, stages of movement, gesture, and imagery will be used to develop drawings, layouts, storyboards, and related illustration preparations.

VIC 141 Photoshop I

4 Credit Hours • 90 Contact Hours (Vocational Lab)

Photo enhancement and manipulation techniques using Photoshop or current industry standard. Scanning, gray scale and color retouching, layers, filtering effects, making, channels, and problems solving for digital photography.

VIC 201 Design to Publish

2 Credit Hours • 45 Contact Hours (Vocational Lab)

Prerequisite: Sophomore standing in VIC program or faculty consent

An overview of the creative development, design, production, and preparation for the printing and multimedia steps involved in promotional and presentation printed materials. It will include projects that incorporate all phases.

VIC 202 School to Work

2 Credit Hours • 60 Contact Hours (15 Lecture/ 45 Work Experience)

Prerequisite: Sophomore standing in VIC program

In coordination with a faculty advisor, students will obtain a practicum to apply coursework to work place reality. Weekly seminar sessions will assist students with concerns or questions arising from practicum experience.

VIC 203 Design Protocol and Ethics

2 Credit Hours • 45 Contact Hours (Vocational Lab)

Prerequisite: Sophomore standing in VIC program or faculty consent

This course will cover the design business procedures and related studio environment, schedules and deadlines, professional attitudes and responsibilities. Emphasis on the creative atmosphere and nature of the design work and procedures with discussions on fees, cost effectiveness, plagiarism, and copyright issues.

VIC 204 Digital Video Editing

4 Credit Hours • 90 Contact Hours (Vocational Lab)

Prerequisite: VIC 101 or faculty consent.

Digital video converges video and computer technology. Using Adobe Premier or current industry standard, students will capture, edit, and manipulate video images on a personal computer. Assembly techniques including media management, editing tools, titles, and motion control, transitions and filters, and special effects are included.

VIC 205 Electronic Studio I

4 Credit Hours • 90 Contact Hours (Vocational Lab)

Prerequisite: Sophomore standing in VIC program with successful completion of VIC 107 or faculty consent

This advanced course is designed to give students an environment to continue with computer skills and applications from Electronic Image II. The students will expand and build on skills and techniques in familiar areas and explore additional directions with other software through a series of tutorials and projects. Students will develop comparative reasoning and decision making skills for creative choices and/or practical results.

VIC 206 Advanced Traditional and Electronic Production

4 Credit Hours • 90 Contact Hours (Vocational Lab)

Prerequisite: VIC 125 or faculty consent

Studio atmosphere and environment for students' exploration and further traditional and electronic pre-press theories and skills are addressed. Students will expand and build on skills and techniques from VIC 125 to develop comparative reasoning and decision making skills for creative choices and practical results. More emphasis on 4 color pre-press solutions is offered.

VIC 207 Animation for Macintosh

3 Credit Hours • 67.5 Contact Hours (Vocational Lab)

Prerequisite: Sophomore standing in VIC program or faculty consent

Students will learn techniques to create and incorporate animation into multimedia presentations.

VIC 208 Design and Color II

4 Credit Hours • 90 Contact Hours (Vocational Lab)

Prerequisite: VIC 130

Continuation of VIC 130 and the creative problem solving techniques for effective design and advertising continuity are covered in this course. Advanced exploration with design devices, theories, and applications will be discussed. Students will continue skills as well as design process development for ideas and concepts through all the layout stages to the finished presentation.

VIC 209 Painting for Illustrators

4 Credit Hours • 90 Contact Hours (Vocational Lab)

Prerequisite: VIC 131, VIC 226 or faculty consent

Students work on projects designed to develop a more refined visual vocabulary, concentrating only on wet media both monochromatic and full color. Projects are more self-directed with emphasis on research, content composition, and professional expectation of the illustration in the graphic area. Working from both life and photographic subjects, the student will develop skills to achieve control of the painterly illustration media.

VIC 210 Advertising and Corporate Design

4 Credit Hours • 90 Contact Hours (Vocational Lab)

Prerequisite: VIC 110, VIC 130, VIC 208 or faculty consent

Design principles are applied to the concepts of advertising and visual communication dynamics of the client and corporate needs. Conceptual and visual problem solving with design of typography and graphic elements through the creative layout steps and various presentation stages are emphasized.

VIC 216 Multimedia Authoring I

4 Credit Hours • 82.5 Contact Hours (15 Lecture, 67.5 Vocational Lab)

Prerequisite: VIC 101, VIC 109, VIC 141 faculty consent

Using Macromedia Director of Authorware or current industry standard, students will learn fundamentals of authoring for multimedia programs. Basic functions including buttons, menus, branching, variables and navigation structures, and creating simple sequences and interactions. Students will create an interactive computer-based presentation.

VIC 217 Multimedia Authoring II

4 Credit Hours • 82.5 Contact Hours (15 Lecture, 67.5 Vocational Lab)

Prerequisite: VIC 101, VIC 109, VIC 141 Sophomore standing in VIC program or faculty consent

Using Macromedia Director of Authorware or current industry standard, students will learn advanced techniques for authoring multimedia presentations. Advanced functions including complex branching and navigational structures, scaled animations, reading and writing to external files, building subroutines, libraries and models are emphasized.

VIC 218 Point of Purchasing/Packaging Design

4 Credit Hours • 90 Contact Hours (Vocational Lab)

Prerequisite: VIC 110, VIC 130, VIC 208, or faculty consent

Introduction to the theories and principles that apply to three-dimensional design graphics for packaging, and display; various dimensional marketing solutions to create dynamic visual effects concepts will be developed. Work layout stages and mock-ups will utilize various methods of cutting, folding, and assembly to explore the design concepts and their visual effects.

VIC 225 Multimedia for the Internet

4 Credit Hours • 90 Contact Hours (Vocational Lab)

Prerequisite: Sophomore standing in VIC program

The internet is an extensive network of information resources and is quickly being identified as an invaluable tool for business. This course examines the opportunities and applications of internet for multimedia applications. Design limitations, implementing multimedia programs, current interfaces, and on-line distribution are covered.

VIC 226 Rendering and Illustration

4 Credit Hours • 90 Contact Hours (Vocational Lab)

Prerequisite: VIC 130, VIC 131 or faculty consent

An introduction to the various stages of preparation for illustration that will include advanced drawing skills, rendering, and workups such as thumbnails, roughs and media/technique explorations.

VIC 227 Multimedia: Expanded Applications

4 Credit Hours • 90 Contact Hours (Vocational Lab)

Prerequisite: Sophomore standing in VIC program or faculty consent

Multimedia authoring using Macromedia Director or the current industry standard. Introduction to Lingo, the programming language for Macromedia Director. Components of scripting, digital video and audio, interactivity, and shortcuts to multimedia authoring for entertainment, business communications, education, and marketing presentations.

VIC 245 Visual Communication Exit Portfolio and Career Development

1 Credit Hours • 22.5 Contact Hours (Vocational Lab)

Prerequisite: Sophomore standing in VIC program or faculty consent

This course will cover portfolio development, job preparations, personal assessment and promotional topics to prepare the designer for the transition to career options. It will also highlight the wide selection of career areas, creative strategies and concepts for interviews and promotional preparations for career options.

VIC 271 Multimedia Production/Work Experience

2 Credit Hours • 90 Contact Hours (Work Experience)

Prerequisite: sophomore standing or faculty consent

Students will complete multimedia assignments from concept to product to reflect work experiences in multimedia design.

Welding

WEL 101 Oxyacetylene Welding and Cutting

4 Credit Hours • 90 Contact Hours (Vocational Lab)

Preparation and welding of various joints encountered in the welding field. Basic metallurgy, care and use of equipment, and safety in the welding industry are covered.

WEL 102 Introduction to Shielded Metal Arc Welding

4 Credit Hours • 90 Contact Hours (Vocational Lab)

Welding in all positions using different types of electrodes. Basic metallurgy pertaining to the weldability of metals, structural joints, and safety in the welding industry.

WEL 103 Blueprint Reading for Welders and Fitters

4 Credit Hours • 90 Contact Hours (30 Lecture, 60 Lab)

Blueprint reading, layout methods, and proper joint design necessary for various welding processes. Welding symbols and safety in the welding industry are covered.

WEL 104 Introduction to Gas Tungsten Arc Welding-TIG

4 Credit Hours • 90 Contact Hours (Vocational Lab)

Preparation and welding of various joints encountered in the welding field. Electrode preparation, equipment maintenance, filler metal identification, basic metallurgy, and safety in the welding industry are covered.

WEL 105 Introduction to Gas Metal Arc Welding-MIG

4 Credit Hours • 90 Contact Hours (Vocational Lab)

Short circuiting arc ferrous welding globular and spray transfer, ferrous and nonferrous welding, and flux core arc welding. Care and use of equipment, basic metallurgy, and safety in the welding industry are covered.

WEL 106 Shielded Metal Arc Pipe Welding

4 Credit Hours • 90 Contact Hours (Vocational Lab)

Prerequisite: WEL 102

Cutting, leveling, tacking, and welding pipe in all positions. Basic metallurgy, testing of welding joints, and safety in the welding industry are covered.

WEL 107 Introduction to Ornamental Iron

4 Credit Hours • 90 Contact Hours (Vocational Lab)

Prerequisite: WEL 106

Forming, shaping, and fabrication of patio posts, staircase railings, patio railings, gates, and safety in the welding trade.

WEL 108 Auto Body Welding and Cutting

4 Credit Hours • 90 Contact Hours (30 Lecture, 60 Lab)

Preparation, cutting, and welding of various joints. Basic welding metallurgy, gas metal arc welding, oxyacetylene welding and cutting, and plasma arc cutting.

WEL 200 Advanced CAD/CAM Cutting Processes

4 Credit Hours • 90 Contact Hours (30 Lecture/60 Lab)

Oxy-fuel and plasma are cutting utilizing CAD/CAM. Mastercam will be used to create 2D designs, generate toolpaths, and write NC programs that the Koike Monograph CNC cutting machine can use to produce a part.

WEL 202 Intermediate Shielded Metal Arc Welding

4 Credit Hours • 90 Contact Hours (Vocational Lab)

Prerequisite: WEL 106

In this course, students will develop a high level of proficiency necessary to weld in all positions on a variety of different structural joints using E-6010 and E-7018 electrodes.

WEL 203 Advanced Layout and Fabrication

4 Credit Hours • 90 Contact Hours (30 Lecture, 60 Lab)

Prerequisite: WEL 103

Proper joint design, layout techniques, and fabrication methods required of a welder. Care and use of equipment, safety in the welding industry, qualification, and certification procedure of a welder or welding operator by code are covered.

WEL 204 Advanced Gas Tungsten Arc Welding-TIG

4 Credit Hours • 90 Contact Hours (Vocational Lab)

Prerequisite: WEL 104

In this course, students will develop a high level of proficiency necessary to weld carbon steel pipe, light gauge stainless steel, and aluminum in all positions. Follows the code requirements of the American Welding Society AWS B2.1 current edition.

WEL 205 Advanced Gas Metal Arc Welding-MIG

4 Credit Hours • 90 Contact Hours (Vocational Lab)

Gas metal arc and flux core arc welding of carbon steel plate and pipe in all positions to reach a proficiency level of the code requirements of the American Welding Society AWS D1.1 current edition.

WEL 206 Advanced Structural and Pipe Welding

4 Credit Hours • 90 Contact Hours (Vocational Lab)

Prerequisite: WEL 107

Welding of carbon steel plates in all positions according to the American Welding Society AWS D1.1 current edition standards. Emphasis on carbon steel pipe welding in all positions using the American Petroleum Institute API Standard 1104 current edition.



COMMUNITY
COLLEGE

Book of Dreams

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FACTULTY AND STAFFE

College Administrative Staff

Officers of the College

President Marijane Axtell Paulsen, Ph.D.
 Vice President for Educational Services Edwin Ray, Ph.D.
 Vice President for Administrative Services Richard Allen

President's Staff

Interim Director of Foundation
 and Development Lindsey Antle
 Director of Institutional Grants Joanne Preston
 Human Resource Services
 Director/AA/EEO/ADA Jeff Olson
 Executive Director of Marketing
 and Communications George Sanchez

Educational Services

Assistant to the VPES for Advising,
 Articulation and Transfer Beth Lebsock
 Assistant to the VPES for Occupational
 Education Robert Jager, Ph.D.

Educational Services Division Deans:

Business Kathryn G. Lehner
 Assistant Deans, Business Karla Rodie
 Carl Sonntag
 Communications, Humanities, and
 Social Sciences Jane Abbott, Ph.D.
 Assistant Dean, Communications, Humanities
 and, Social Sciences Lois Kline, Ph.D.
 Developmental Studies Mary Jo Berger, Ed.D.
 Assistant Dean, Developmental Studies Richard Harms
 Mathematics, Sciences and Health
 Sciences Judy Baros
 Student Services Beth Lebsock
 Technical, Industrial and Service
 Occupations Margarete Goodwin Dahl
 Assistant Dean, Technical, Industrial
 and Service Occupations Tracy Barber

Directors:

Centennial Campus and Woodland Park
 Center John di Stasio
 Corporate, Workforce, & Economic
 Development Debbie Sagen
 Distance Education Julie Witherow
 Downtown Studio Campus
 Operations Malcolm McCollum
 Programs Nancy McCollum
 Enrollment Services Rick Lee
 Assistant Director of Admissions Vacant
 Registrar John Haines
 Instructional Support Services Lindsey Antle
 Integrated Circuit Fabrication Phil Myers
 International Education James Hurley
 Assistant Director of International
 Education Wally Astor, Ph.D.

Learning Resource Center Mary Jo Berger, Ed.D.
 Learning Technologies C. Fay Cover
 Assistant Director of Learning
 Technologies Cyrille Parent
 Multimedia Production Roman Hidrogo
 Prior Learning Services and Military Programs.. Charles Jordan
 Assistant Director of Military Programs Barton Guthrie
 Rampart Range Campus Wally Astor, Ph.D.
 School Partnership Program Robert Jager, Ph.D.
 Assistant Director, School
 Partnership Program Dave Potts
 Student Life Colette Berge

Program Administrators:

English Language Institute Jean Echevarria
 Pikes Peak Regional Law Enforcement
 Academy Ken Jones

Coordinators:

Career Services Jennifer Sengenberger
 Child Development Center Cindy Neale-Downing
 Disabled Students Programs Sandra Johannsen
 Financial Aid Data Operations Sherri McCullough
 Financial Aid Client Services Stacy Holtorf
 High School Recruitment Darlene Garnish
 Student Activities/Student Development Joseph Maurer
 Recreation/Sports Programs and
 Student Life at Rampart Range Campus Jill Atkinson
 Testing/Re-Entry Program Betty Armstrong
 Veterans Affairs George Carnes

Administrative Services

Assistant to the VPAS Lia Howard

Directors:

Business Manager Dirk Howard
 Institutional Research Dale Baxter
 Facilities and Operations Vacant
 Assistant Director of Facilities and Operations,
 Rampart Range Campus Earl Lindsey
 Assistant Director of Facilities and Operations,
 Centennial Campus John Smith
 Public Safety George Stuart
 Assistant Director of Public Safety John Fisher

Coordinators:

Student Information Systems Jinny Cavin

Managers:

Bookstore Marlene Graham
 Financial Services/Controller Marianne Berdon
 Publications and Printing Manager Mark Day
 Purchasing Eva Reynolds

Faculty and Staff

- ABBOTT, Jane, Ph.D. (Colorado State University, 1995).
Dean of Communications, Humanities, & Social Sciences.
- ALEXA, Susan Ann
Administrative Assistant II, Admissions
- ALIRE, Arlene Ann
Administrative Assistant II, Enrollment Services
- ALLEN, Richard, M.P.P. (University of Michigan, 1972).
Vice President for Administrative Services.
- ALLISON, Mark, B.A. (Western State College, 1996)
Police Intern, Public Safety
- ALVARAN, Reginald
LTC Trainee II, Facilities and Operations
- ANDRADE, John, M.A. (University of Colorado, 1984).
Certified in Domestic Violence & Prevention, Sr. Level III Drug and Alcohol.
Faculty of Psychology.
- ANTHONY, David B., A.A.S. (Pikes Peak Community College, 1984)
IT Professional I, Network Services
- ANTLE, Lindsey, M.A. (Webster University, 1984).
CCCOES Vocational Credential, Interpreting Certification: Comprehensive Skills Certificate, Oral Interpreting Certificate - Comprehensive from National Registry of Interpreters for the Deaf.
Director, Interpreter Preparation Program
- ARCHULETA, Pamela, B.S. (Regis University, 1995).
General Professional II, Enrollment Services
- ARFSTEN, Cheri, A.A. (Pikes Peak Community College, 1998)
Administrative Assistant II, Downtown Studio
- ARMINTOR, Robert P., M.Ed. (East Texas State University, 1965).
Media Specialist IV, Learning Resources Center.
- ARMSTRONG, Betty, M.A. (University of Colorado, 1982).
Vocational Credentials: Specialist - Special Programs, Licensed Professional Counselor.
Testing Center Coordinator, Women's Re-Entry Coordinator.
- ARMSTRONG, Marni, M.S. (Johns Hopkins University, 1977)
School to Career Technology Coordinator
- ARTIS, W. Wayne, M.A. (University of Delaware, 1977).
Faculty of History.
- ASKVIG, Cynthia S., M.S.N. (Northern Illinois University, 1981).
Vocational Credentials: Faculty, Registered Nurse.
Professor of Nursing.
- ASTOR, Wally, Ph.D. (Georgetown University, 1977).
Director of the Rampart Range Campus and
Assistant Director for International Education.
- ATKINSON, Jill, M.A. (University of Northern Colorado, 1993).
Recreation and Sports Activities Supervisor, Coordinator of Student Life - Rampart Range Campus.
- BALSIGER, Connie S.
Police Communication Technician, Public Safety
- BANEY, Eileen
Administrative Assistant II, Enrollment Services
- BANNING, Margaret, M.A. (University of Washington School of Nursing, 1976).
Professor of Nursing.
- BARBER, Tracy E., M.S.W. (University of Michigan, 1973).
Vocational Credentials: Faculty.
Faculty of Social Services.
- BARNETT, Kimberly R., A.G.S. (Pikes Peak Community College, 1991).
Program Assistant II, President's Office.
- BARTA, Tim
Custodian I, Facilities and Operations
- BARTA, Vicki
Accounting Technician III, Financial Services
- BAROS, Judy, M.A. (Western State College of Colorado, 1967).
Dean, Mathematics, Sciences and Health Sciences Division.
- BARRON, J. Tom, M.S. (Lesley College, 1989).
Professor of Computer Science.
- BATES, Cheryl, A.A.S. (Pikes Peak Community College, 1998)
Administrative Assistant II, Human Resource Services
- BAXTER, Dale, M.S. (University of Missouri, 1971).
Director of Institutional Research.
- BEARDSLEY, Ruth, Ph.D. (University of Colorado, 1985)
Professor of Philosophy.
- BEAVER, Tamara, A.A.S. (Pikes Peak Community College, 1984).
General Professional III, Human Resource Services.
- BECICKA-JACOBSON, Dawn M., B.A. (University of Northern Iowa, 1983)
Fitness Center Coordinator, Student Life
- BEEBE, Mary, B.F.A. (Southwest Texas State University, 1987)
Program Assistant I, Student Services
- BEEN, Laurin A.
Administrative Assistant III, Financial Aid/Veterans Affairs
- BEGGS, Kathleen, M.Ed (Drury College, 1973)
Faculty of Developmental Reading
- BELEW, Karla, Ph.D. (Texas Tech, 1983).
Professor of Biology and Chemistry.
- BELGER, Diane B., M.B.A. (University of Colorado at Colorado Springs, 1987)
Faculty of Accounting
- BELL, Stefanie, M.A. (Goddard Graduate Programs, 1976).
Faculty of Psychology.
- BENDER, Michelle, B.S. (University of Wisconsin, LaCrosse, 1990)
Faculty of Early Childhood Education
- BENNINGTON, Shelly, B.A. (University of Colorado, 1995)
Administrative Assistant II, Director's Office-Rampart Range Campus
- BERDON, Marianne, B.S. (Regis University, 1998)
Controller II, Financial Services.
- BERGE, Colette, M.S. (University of Colorado, 1978).
Director of Student Life.
- BERGER, Mary Jo, Ed.D. (College of William and Mary, 1994).
Dean of the Division of Developmental Studies; Director of Learning Resource Center.
- BERGESON, Hal, Ph.D. (Ohio University, 1985).
Faculty of Speech and Photography.
- BERRY, William C., M.A. (Webster College, 1979).
Developmental Studies Laboratory Faculty.
- BIEKER, Sheila, A.A. (Pikes Peak Community College, 1996)
Office Manager I, Facilities and Operations
- BIRKHEAD, Kathryn, M.A. (University of Arkansas, Fayetteville, 1977).
Faculty of Spanish.
- BOLLING, Linda
Library Technician II, Learning Resources Center
- BOLTE, Carol
Laboratory Coordinator I, Computer Access Center
- BOURGEOIS, Linda
Corporate Info Specialist, Learning Resource Center
- BOWEN, Ed, M.S. (University of Denver, 1991)
School to Career Regional Resource Coordinator
- BOWEN, Karen S., M.Ed. (University of Pittsburgh, 1970).
Faculty of English and Study Skills.
- BOWERS, William
Custodian II, Facilities and Operations
- BOWLES, Charles F., M.B.A. (Pacific Lutheran University, 1977)
Faculty of Business Management
- BRICKER, Robert R., M.A. (University of Northern Colorado, 1973).
Vocational Credentials: Faculty.
Professor of Marketing Management.
- BRYAN, Austin, M.A. (Colorado College, 1990)
Faculty of Computer Aided Drafting
- BRYAN, Connie
Sales Manager III, Bookstore.
- BRYAN, Larry R., A.A.S. (Pikes Peak Community College, 1993)
Accounting Technician I, Military Programs - Peterson Air Force Base
- BURKE, Barbara, MSN., AHI. R.M.A. (University of Phoenix, 1999)
Faculty of Medical Assisting
- BURKHART-NERO, Gloria
Library Technician II, Communication, Humanities and Social Services
- BURKHART, Ronda A., M.B.S. (University of Colorado, 1985).
Faculty of Anthropology.
- BURTON, Robert W., A.A.S. (Pikes Peak Community College, 1998)
Co-coordinator of Fire Science Technology
- BUTLER, Sharon, M.S.Ed. (Butler University, 1976).
Assistant Professor of Mathematics.
- CARNE, Glenda L., M.A. (University of Colorado, 1997).
Vocational Credentials: Faculty.
Program Assistant II, Downtown Studio

CARNES, George, A.S. (Pikes Peak Community College, 1981).
General Professional III, Veterans Affairs Office.

CARRICK, Steven A., A.G.S. (Pikes Peak Community College, 1998)
Telecommunications/Electronics Specialist II, Facilities and Operations

CASIAS, Helen
Library Technician II, Learning Resources Center

CAVIN, Jinny, M.A. (Western Kentucky University, 1982)
SIS Coordinator, Enrollment Services

CHASE, Richard, B.S. (Regis College, 1987)
Faculty of Broadcasting

CLENDENIN, Chris L., M.A. (Louisiana State University, 1976).
Faculty of English.

COLLINS, Stephen, M.A. (Colorado State University, 1990) B.S. (Colorado
School of Mines, 1986)
Faculty of Speech

CONWAY, Daniella, A.A.S. (Pikes Peak Community College, 2000)
Administrative Assistant I, Military Programs

CORNELIUS, Belenda, M.A. (University of Colorado, Colorado Springs,
1992).
Counseling and Human Services Certification.
Recruitment Officer, Enrollment Services

COVER, C. Fay, M.S. (Regis University, 1996).
Director of Learning Technologies, Educational Services.

CUMMINGS, Anne M., M.A. (American Graduate School of International
Management, 1987).
Vocational Credentials: Faculty.
Faculty of Natural Resource Technology.

DAVENPORT, Charles J. (Charlie), A.A. (Pikes Peak Community College,
1998)
Administrative Assistant II, Vice President for Educational Services

DAVENPORT, Deric, M.S.Ed. (University of Arkansas, 1987).
Faculty of Mathematics.

DAVIS, Timothy, M.A. (Ohio University, 1971).
Faculty of Spanish.

DAY, Kimberly G.
Customer Support Coordinator I, Network Services

DAY, Mark, B.A. (Rockmont College, 1974).
General Professional III, Publications and Printing.

DECH, Debra
Administrative Assistant III, Corporate, Workforce, and Economic
Development

DELGESSO, Frank, A.A.S. (Community College of the Air Force, 1989).
Vocational Credentials: Faculty.
Faculty of Dental Assisting.

DIBBLE, Debra
Library Technician I, Learning Resources Center

DIERDORF, Alfred S., A.A.S. (Pikes Peak Community College, 1980).
Coordinator of Little Rock AFB Programs.

di STASIO, John, M.B.A. (St. Mary's University, 1972).
Vocational Credentials: Administrator/Faculty, Local Director, Supervisor.
Director of Centennial Campus and Woodland Park Center.

DITULLIO, Regina (Gina)
IT Professional I, Learning Technologies

DODSON, Susan, A.A. (Pikes Peak Community College, 1996).
Library Technician III, Learning Resources Center.

DOJCAK, Ted
LTC Trainee II, Facilities and Operations

DOUGAN, Paul, M.A., (University of Iowa, 1987)
Faculty of English

DREW, Alys, B.A. (University of Colorado at Boulder, 1992)
Interpreter Coordinator, Deaf Prep Program

DUDDEN, Delmar, L., M.A. (University of Denver, 1967).
Professor of Mathematics.

DUNAHOO, Betty
Administrative Assistant II, Bookstore

DURAN, Jimmy F.
Early Childhood Educator I, Child Development Center

ECHEVARRIA, Jean, M.A. (Colorado State University, 1989)
Faculty of English as a Second Language

ELTHORP, Michele A.
Early Childhood Educator I, Child Development Center

EMENHEISER, Clarence S., A.S.E.T. (Electronics Institutes, Inc., 1969).
Vocational Credentials: Faculty/Coordinator, 1st Class FCC Communications
License.
Assistant Professor of Electronics Technology.

EMERY, Eura C.
Administrative Assistant III, Education and Developmental Studies

ENSMINGER, Michael, B.S. (Colorado Christian University, 1996)
Vocational Credentials: Faculty, Colorado Type C Certificate.
Assistant Professor of Criminal Justice.

ESQUIBEL, Trisha, B.S. (University of Colorado at Boulder, 1997)
Office Manager I, Technical, Industrial and Service Occupations

EUREK, Diana
Faculty of American Sign Language

EVANS, Sharron, A.S. (El Paso Community College, 1974).
General Professional II, Purchasing.

FARRINGTON, Deidre, M.A. (University of Northern Colorado, 1992)
Faculty of English

FISHER, John C.
Police Officer III, Public Safety

FLAATTEN, Gail A., A.A.S. (Pikes Peak Community College, 1988)
Administrative Assistant II, Student Life, Fitness Center

FLETCHER, Barbara
Accounting Technician I, Military Programs - Fort Carson

FLORA, Russell L., M.A. (Rutgers University, 1972).
Professor of Economics.

FONTES, Benjamin L.
Materials Handler II, Bookstore

FORSYTHE, Paul, B.S. (Brigham Young University, 1990)
Performance Consultant, Corporate, Workforce, and Economic Development

FORSYTHE, Yvette, A.A. (Pikes Peak Community College, 1997)
Administrative Assistant III, Vice President for Educational Services

FOYE, Laura, B.S. (Murray State University, 1988)
Early Childhood Educator I, Child Development Center

FRANK, Rita
Accounting Technician III, Financial Services

FURAU, Vicki M.
Administrative Assistant III, Prior Learning Services

GADPAILLE, Delnita M.
Administrative Assistant III, Technical, Industrial and Services Occupations

GARNISH, Darlene H., B.S. (Regis College, 1983).
Vocational Credentials: Specialist.
General Professional III, Enrollment Services.

GARRETT, Susan
Administrative Assistant II, Public Safety

GARRETT-GRAUL, Ruth, B.A. (Georgia State University, 1976)
Faculty of Interior Design

GENSCHORCK, Laura A., A.G.S. (Pikes Peak Community College, 1995)
Administrative Assistant III, Human Resource Services

GEORGE, Paula, B.A. (University of Kansas, 1971).
General Professional III, Deaf Prep Program.

GERARDO, Terasita
Accounting Technician III, Financial Services

GERVELL, Patricia, B.S.-Accounting (Regis University, 1997)
Accounting Technician III, Financial Services

GETZ, Christine M., M.S. (Indiana State University, 1969).
Associate Professor, Developmental Studies English Lab

GIDDINGS, Larry A., M.A. (Humboldt State University, 1988).
EDS English Faculty, Education and Developmental Studies.

GOLDING, Ed, M.A. (Colorado State University, 1993).
Vocational Credentials: Type A Teaching Certificate, Colorado Vocational
Credential.
Faculty of Welding.

GONZALES, Julie A., A.G.S. (Pikes Peak Community College, 1991)
Program Assistant II, Vice President for Educational Services

GOODWIN DAHL, Margarette, M.Ed. (Colorado State University, 1976).
Colorado Vocational Credential - Local Director.
Dean of Technical, Industrial and Service Occupations Division.

GRAHAM, Marlene
Bookstore Director

GREENE, Mary
Administrative Assistant I, Facilities and Operations

GREY, Joanna C., M.A. (Humboldt State University, 1992)
Faculty of Sociology

GROW, Kurt M., M.Ed. (Colorado State University, 1978).
Vocational Credentials: Faculty.
Professor of Radio, Television, and Telecommunications.

GUTHRIE, Barton, M.A. (Webster University, 1989).
Vocational Credentials: Business.
Assistant Director for Military Programs

GUTIERREZ, Cynthia L., A.A.S. (Pueblo Community College, 1992)
Administrative Assistant II, Financial Aid

HALLAM, Amy
Accounting Technician I, Financial Services

HAMILTON, Will
Police Intern, Public Safety

HANENBERGER, Deborah
Library Technician I, Learning Resource Center

HANES, Raenelle S., Ph.D. (Colorado State University, 1983).
Vocational Credentials: Administrator/Faculty, Local Director, Teacher-
Coordinator, Colorado Type D Certificate.
Professor of Business Administration

HARE, Carol J.
General Professional II, Veterans Affairs Office.

HARMS, Richard L., M.S. (Kansas State University, 1968).
Faculty of Mathematics.

HARRIS, Gloria, B.A. (University of Colorado, 1996).
General Professional II, Enrollment Services

HASTINGS, Rudy
General Labor I, Facilities and Operations

HAYDEN, Mary, M.A. (University of Colorado, Boulder, 1992).
Faculty of Geography.

HEATH, Leonard L., M.S. (University of Oregon, 1969).
Professor of Mathematics.

HEFLIN, Nanette.
General Professional II, Public Information.

HEGG, Carole
Administrative Assistant II, Enrollment Services

HEINDL DIETZEN, Kim, B.S. (University of Wisconsin, 1982).
Vocational Credentials: Faculty
Faculty/Coordinator Computer Access Center.

HEMESATH, Michael, A.G.S. (Pikes Peak Community College, 1999)
IT Technician I, Network Services

HENDERSON, Robert, M.A. (University of California at Los Angeles, 1970).
Professor of Biology.

HENRICH, Cathy, M.A. (University of Connecticut, 1980).
Faculty of English and Humanities.

HERRAEZ, Juan-Carlos, M.S. (University of Southern Colorado, 1995).
Assistant Professor of Chemistry.

HETZLER, Carol, B.S. (Colorado State University, 1981)
Program Assistant I, Vice President for Administrative Services

HIDROGO, Roman T., A.A.S. (Pikes Peak Community College, 1980).
Vocational Credentials: Faculty, Colorado Type P Certificate, Certified.
Director of Multimedia Production

HILBERT, Ronda M., B.A. (Southern Colorado State College, 1965).
Vocational Credentials: Teacher/Coordinator, Colorado Type A Certificate.
Faculty of Office Information Technology.

HILL, Edith A., A.A.S. (Cameron University, 1992)
Administrative Assistant, Military Programs - Fort Sill, OK

HILTBRAND, Mary Piering, (Colorado State University, 1976)
Faculty of English

HOGUE, Eileen, A.S. (Pikes Peak Community College, 1994)
IT Professional I, Business Services

HOLLER, Richard
Telecommunications/Electronics Specialist II, Technical, Industrial & Service
Occupations

HOLTORF, Stacy A.
General Professional III, Financial Aid.

HOWARD, Dirk, M.B.A. (University of Denver, 1981).
Director of Business Services, Administrative Services.

HOWARD, Lia P., M.B.A. (University of Colorado, Colorado Springs, 1994).
Assistant to the VPAS, Vice President for Administrative Services.

HUDSON, Robert, A.A.S. (Pikes Peak Community College, 1990).
Director of Culinary Program, Technical, Industrial and Service Occupations.

HUGHES, Anthony T.
Administrative Assistant II, Bookstore

HUGHES, Blanche, Ph.D., (Colorado State University, 1995)
Faculty of Sociology

HUGHES, Ernest
Computer Assisted Instruction Lab Coordinator, Learning Technologies

HULSEY, Michelle, B.A. (Colorado University the Springs, 1997)
Administrative Assistant II, Corporate, Workforce, and Economic Development

HURLEY, James P., M.A. (Colorado College, 1973).
Director of International Education.

HURRELL, Dennis
Materials Handler I, Bookstore

HURRELL, Rockie
Office Manager I, Learning Technologies

HUTHER, Twila
Administrative Assistant II, Enrollment Services

INZER, Lonnie D., B.S. (Colorado State, 1981)
Co-coordinator of Fire Science Technology

IRSIK-WAGNON, Christine, A.A.S. (Pikes Peak Community College, 1998)
Administrative Assistant II, Public Safety

IVERSON, Larry W., M.E. (Colorado State University, 1987).
Vocational Credentials: Faculty, Colorado Type C Certificate.
Faculty of Criminal Justice.

JAGER, Judith, M.B.A. (University of Colorado at Colorado Springs, 1986).
Faculty of Accounting.

JAGER, Robert J., Ph.D. (University of North Dakota, 1985).
Vocational Credentials: Administrator/Faculty, Local Director.
Assistant to the Vice President of Educational Services for Occupational
Education
Director of the School Partnership Program

JARAMILLO, Jose (Dave)
Sales Manager I, Bookstore

JENKINS, Ronald, A.A.S. (Pikes Peak Community College, 1982).
General Professional II, Non-Traditional Programs.

JENT, Tom
Production IV, Publications and Printing

JIROUS, Jennifer, B.S. (University of Wisconsin-Stevens Point, 1991)
Faculty of Computer Information Systems

JOHANSEN, Sandra, M.Ed (University of Virginia, 1971)
Coordinator of Disabled Students Adaptive Center

JOHNSON, Janele, M.A. (Oklahoma State University, 1988).
Faculty of English.

JOHNSON, William, A.A.S. (Pikes Peak Community College, 1980).
Vocational Credentials: State of Colorado Vocational Teaching Credential.
Faculty of Welding.

JONES, Floyd
Pipe/Mechanic Trades I, Facilities and Operations

JONES, Kenneth, A.S. (Pikes Peak Community College, 1986).
Faculty of Criminal Justice.

JORDAN, Charles O., M.B.A. (University of Denver, 1963).
Director of Non-Traditional and Military Programs

JORGENSEN, Maureen, B.S. (Florida State University, 1977)
Supplemental Services Assistant, School Partnership Program

JUAREZ, Antonette
Custodian I, Facilities and Operations

JUHL, Keith
Administrative Assistant III, Math Sciences, and Health Sciences Division

KAMILAR, Cindy, Ph.D. (University of Miami, 1993)
Faculty of Psychology

KEATING, William R., M.A. (University of Northern Colorado, 1980).
Faculty of Mathematics.

KELLY, Thomas E., B.A. (Boston College, 1966).
Vocational Credentials: Faculty.
Associate Professor of Architecture.

KENNINGTON, Kathleen N.
Program Assistant I, Corporate Workforce and Economic Development.

KILGORE, Doyle
Police Intern, Public Safety

KLATASKA, Rickey K.
Police Officer I, Public Safety

KLINE, Lois E., Ph.D. (University of Denver, 1986).
 Professor of Communications.
 Assistant to the Dean, Communications, Humanities, & Social Sciences
 Division

KLINGER, Mark D., M.P.A. (University of Colorado, 1982).
 Statistical Analyst I, Institutional Research.

KLOCKO, Jean, M.S., (State University of New York at Buffalo, 1972)
 LTD Faculty of Nursing

KNIGHT, Wade C.
 Vocational Credentials: Faculty, Colorado Type C Certificate.
 Faculty of Automotive Collision Repair.

KRAUSE, Steven
 Auto Service Technician I, Facilities and Operations

KROUGH, Cynthia D.
 Administrative Assistant I, Facilities and Operations

KRUGER, Charles E., A.G.S. (Pikes Peak Community College, 1993).
 Laboratory Coordinator I, Technical, Industrial and Service Occupations.

KRZEMIEN, Gayle, M.Ed. (National College of Education, 1983).
 Mathematics Laboratory Faculty.

LA MONT, Robert, M.A. (University of Texas at Austin, 1976).
 Faculty of Mathematics.

LAIRD, Robert P., Jr.
 Pipe/Mechanic Trades II, Facilities and Operations.

LANEY, Barbara
 Administrative Assistant II, Financial Services

LANGAN, Lynn
 Accounting Technician III, Financial Services

LANSBERRY, Tamara, B.A. (Colorado College, 1987)
 Technology Training Coordinator, Learning Technologies

LARISH, Ruth-Ann, B.A. (University of Puget Sound – Washington, 1982)
 Faculty of Natural Resource Technology

LARROQUETTE, Linda S., A.G.S. (Pikes Peak Community College, 1995)
 Administrative Assistant II, Child Development Center

LARSON, Janice A., M.A. (University of Northern Colorado, 1970).
 Vocational Credentials: Teacher-Coordinator.
 Professor of Office Information Technology.

LASKOWSKI, Mark, M.A. (University of Colorado at Colorado Springs, 1997)
 Faculty of AVP and Computer Information Systems

LAXSON, Sandra K., Cert. - 2 yr. (Colorado Institute of Art, 1967).
 Vocational Credentials: Faculty, Colorado Type C Certificate.
 Faculty of Commercial Art.

LEBSOCK, Beth, M.Ed. (Colorado State University, 1988).
 Assistant to the Vice President for Educational Services for Advising,
 Articulation and Transfer and Dean of Student Services

LEE, Rick, B.S. (Metropolitan State College, 1983)
 Director of Enrollment Services

LEHNER, Kathryn, M.B.A. (University of New Mexico, 1981).
 Vocational Credentials: Business Education.
 Dean of the Business Education Division.

LEWIS, Cheryl
 Administrative Assistant I, Military Programs

LICHTY, Patricia A., M.A. (University of Colorado, 1970).
 Professor of Reading.

LINDSAY, Kimberly
 Administrative Assistant III, Prior Learning Services

LINDSEY, Earl, A.S. (Pikes Peak Community College, 1984).
 LTC Operations II, Facilities and Operations.

LIONEL, Jonathan, B.A. (University of California at San Diego, 1992)
 Supplemental Services Assistant, School Partnership Program

LOBDELL, Deborah AA.S. (Pikes Peak Community College, 1986)
 Administrative Assistant II, Enrollment Services

LOPEZ, Arthur
 Grounds and Nursery I, Facilities and Operations

LOPEZ, Larry
 General Labor I, Facilities and Operations

LOPEZ, Robin M., B.S.B.A. (University of Southern Colorado, 1993)
 General Professional II, Financial Aid

LUCKENBAUGH, Carolyn, B.S. (Regis University, 1991).
 Accountant II, Financial Services.

LUCKENBAUGH, James
 Structural Trades II, Facilities and Operations

LYLE, Nanette
 Administrative Assistant II, Facilities and Operations

LYONS, Geraldine
 Accounting Technician III, Financial Services

LYTTLE, Annette B., M.A. (University of Michigan, 1988)
 Faculty of English

MAESTAS, Anne M., B.A. (University of Colorado, 1972).
 Vocational Credentials: Faculty.
 Faculty of Dental Assisting.

MAGNUSON, Joseph, A.A.S. (Pikes Peak Community College, 1983).
 Vocational Credentials: Faculty, Colorado Type C Certificate.
 Faculty of Automotive Technology.

MAHAN, Billie
 Office Manager I, Enrollment Services

MALUJA, Vaalele
 Police Intern, Public Safety

MARTINEZ, Nancy
 Administrative Assistant III, Student Life

MAURER, Joseph F., M.A. (University of Denver, 1996)
 Coordinator of Student Activities, Student Life

MCADAMS, Rieko, M.A., (University of Colorado at Colorado Springs, 1997)
 Program Manager, Office of International Education

MCCARTY, Deborah
 Administrative Assistant III, Institutional Advancement and Development Office

MCCARTY, James I., A.A.S. (Southern Colorado State College, 1972).
 Vocational Credentials: Faculty.
 Faculty of Automotive Technology.

MCCLUNG, Lariisa, M.Ed. (University of Arkansas, 1991)
 Faculty of Interpreter Preparation Program

MCCOLLUM, Malcolm, M.A. (Claremont Graduate School, 1970).
 Co-Director, Downtown Studio - Operations.
 Professor of English.

MCCOLLUM, Nancy, M.A. (University of Denver)
 Co-Director, Downtown Studio - Programs.

MCCRAY, Brenda F., B.S. (Troy State University, 1991).
 Site Coordinator, Ft. Sill, Oklahoma, Military Programs.

MCCULLOUGH, Michael
 Sales Manager II, Bookstore

MCCULLOUGH, Sherri, B.A. (University of Wyoming, 1983)
 General Professional IV, Financial Aid

MCDONNELL, Alicia
 Administrative Assistant II, School Partnership Program

MCHUGH, Evan, M.S. (University of Southern Colorado, 1994).
 Assistant Professor of Chemistry.

MCKEE, Phyllis, A.A. (Pikes Peak Community College, 1995)
 Administrative Assistant III, Downtown Studio

MCLEAN, Colins G., J.D. (Washburn University School of Law, 1980).
 Vocational Credentials: Faculty, Colorado Type C Certificate.
 Faculty of Criminal Justice.

MCMULLEN, Robert W., Ph.D. (Utah State University, 1983).
 Professor of Biology.

MCMURRAY, Lisa
 Administrative Assistant II, Communications, Humanities, and Social Sciences

MCPHERSON, Fred W., A.S. (Pikes Peak Community College, 1981).
 Pipe/Mechanic Trades III, Facilities and Operations.

MCUNE, Matthew, B.A., (San Jose State University, 1997)
 Multimedia Designer, Multimedia Center

MEIKLEJOHN, Nancy, B.S. (University of Southern Colorado, 1980)
 Project Manager, Corporate, Workforce, and Economic Development

MERRIFIELD, Donna, M.S. (University of Wyoming, 1985)
 Career Counselor, Career Services

MEYER, Sharon, M.B.A. (University of Colorado, 1989)
 Faculty of Business Management

MIELKE, Patricia
 Accounting Technician III, Financial Services

MILLER, Betty
 Administrative Assistant III, Division of Business Education

MILLER, Mark S., Ph.D. (University of Texas at Austin, 1994).
 Faculty of English.

MILLER, Sandra, M.A. (University of Northern Colorado, 1971).
 Developmental Studies English Instructor.

MILLIGAN, Steve, M.A. (University of Denver, 1976)
Reference Librarian, Learning Resource Center

MISKELL, Ronald
Police Officer I, Public Safety

MOLINA, Doris
Administrative Assistant II, Math Sciences and Health Sciences

MONAGHAN, Joanne
Administrative Assistant II, Prior Learning Services

MORRISON, Karlene
Administrative Assistant II, Enrollment Services

MULLEN, Judy
Administrative Assistant II, Communication, Humanities, and Social Sciences

MULLEN, Paul
Materials Handler I, Technical, Industrial, and Service Occupations

MULLIKEN, Taffy H., M.A.T. (Colorado College, 1995)
Faculty of Art

MUNIZ, Alice
Administrative Assistant II, Math Sciences, and Health Sciences Division

MYERS, Philip R., M.S. (Washington State University, 1975)
Director of Integrated Circuit Fabrication

NEALE-DOWNING, Cynthia, B.S. (Colorado Christian University, 1998)
Vocational Credential: Faculty, Licensed Child Care Center Director.
Coordinator of Child Development Center.

NEWCOMB, James F.
IT Professional I, Learning Technologies

NEWMAN, Forrest
Pipe/Mechanic Trades I, Facilities and Operations

OFFERDAHL, Judene, M.A., (George Washington University, 1981)
Project Manager, Corporate, Workforce and Economic Development

OLGUIN, Anthony
Custodian I, Facilities and Operations

OLGUIN, Danny
Custodian I, Facilities and Operations

OLSEN, Richard J., A.A.S. (Pikes Peak Community College, 1986).
Pipe/Mechanic Trades I, Facilities & Operations.

OLSON, Dennis J., B.S. (University of Wyoming, 1970).
Vocational Credentials: Faculty.
Faculty of Computer Information Systems.

OLSON, Jeff, M.A. (University of Oklahoma, 1993)
Director of Human Resource Services, AA/EEO/ADA

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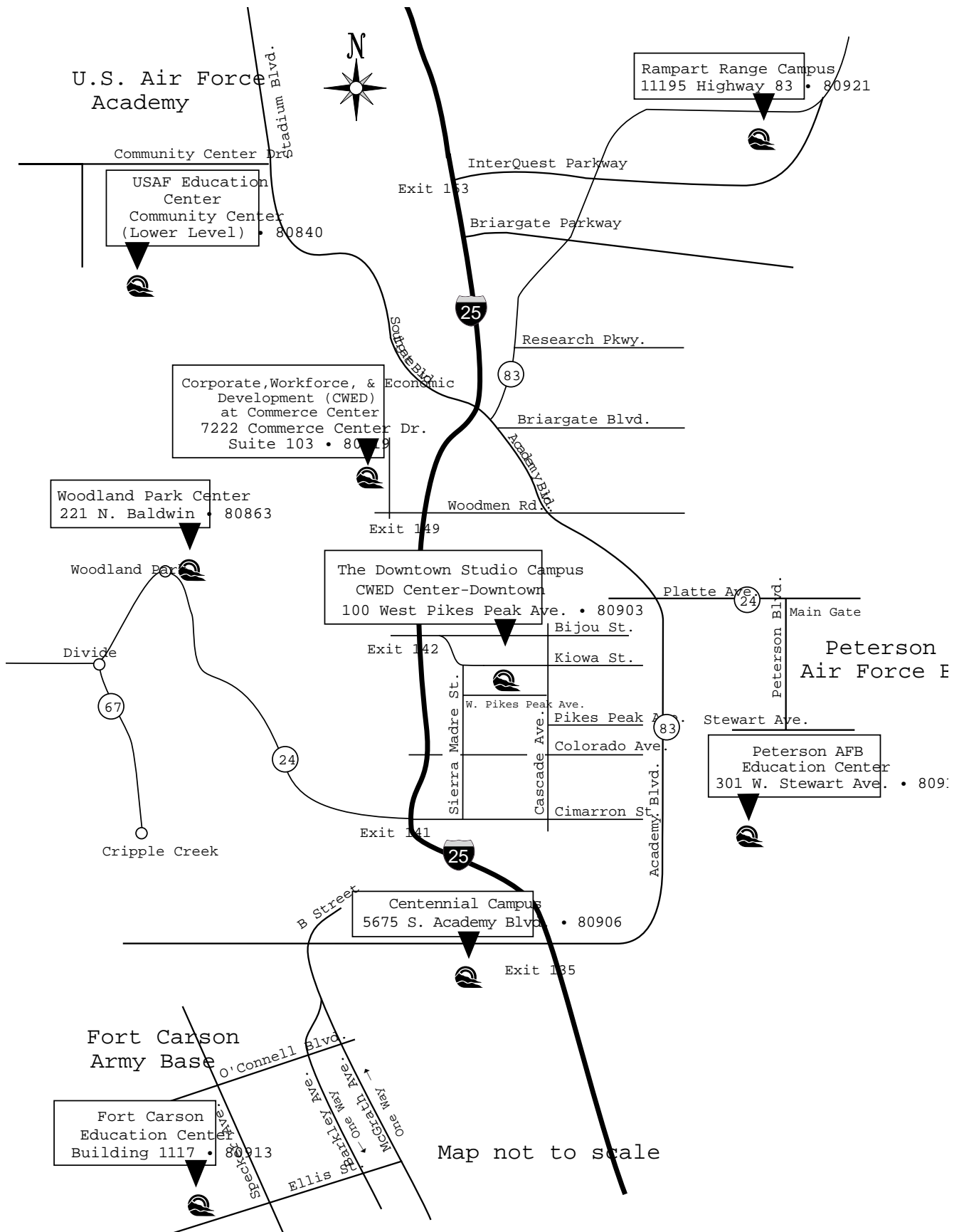
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Campus Maps



Campus Directory

Centennial The Downtown Student Rampart Rang
 576-7711 527-6000 538-5000

A = Aspen Bldg.
 B = Berkeley Bldg.
 C = Student Center

N = North
 S = South
 E = East
 W = West

	Room • Phone:	Room • Phone:	Room • Phone:
Administrative Services, Vice President's Office	A-101 • 540-7566		S-202 • 538-5551
Admissions	A-107 • 540-7112 540-7113	Front Desk 527-6000	S-102 • 538-5113
Advising Center	A-228 • 540-7216	121 • 527-6026	S-101 • 538-5510
Area Vocational Program (AVP)	A-220 • 540-7240		
Art Gallery		123a • 527-6000	
Bookstore	C-102 • 540-7569		N-101 • 538-5569
Business Education Division	A-216 • 540-7258		E-213 • 538-5200
Cafeteria	B-205d		W-103
Campus Director	A-229 • 540-7290	Front Desk 527-6000	S-202 • 538-5551
Career Services Center	A-210 • 540-7144		S-101 • 538-5113
Cashier	A-111 • 540-7608	Front Desk 527-6000	S-102 • 538-5126
Child Development Center	A-205 • 540-7215		
Communications, Humanities and Social Sciences Division	A-324 • 540-7300		W-119 • 538-5300
Computer Access Center	A-119a • 540-7673		
Computer Laboratory	A-119 • 540-7280	116 • 527-6000	E-203 • 538-5280
Dance Studio		124 • 527-6000	
Deaf Studies Division	A-117 • 540-7205		
Developmental Studies Division	A-312 • 540-7339		W-119 • 538-5300
Disabilities, Center for Students with	A-117 • 540-7128		N-204 • 538-5075
Distance Education	A-209 • 540-7538		
Educational Services, Vice President's Office	A-229 • 540-7218		S-202 • 538-5551
Emergencies	B-228 • 540-7111	Front Desk 527-6000	N-106 • 538-5111
English Language Institute		216 • 527-6022	
Ethnic Student Enrichment Program	A-107 • 540-7132		
Financial Aid	A-115 • 540-7089		S-102 • 538-5120
Financial Services	A-111 • 540-7600		S-102 • 538-5125
First Aid Room	B-228 • 540-7111	Front Desk 527-6000	N-104 • 538-5112
Fitness Center	A-262 • 540-7443		
Food Services	C-205 • 540-7072		W-103 • 538-5362
Gymnasium	A-262 • 540-7447		
Human Resource Services	A-116 • 540-7557		
Information Center	2nd Floor Rotunda	Front Desk 527-6000	North Area, 1st Floor
Instructional Support Services	A-117 • 540-7205 540-7128		N-204 • 538-5075

Campus Directory

Centennial The Denton Student Rampart Range

576-7711

527-6000

538-5000

A = Aspen Bldg.

N = North

B = Berkeley Bldg.

S = South

C = Student Center

E = East

W = West

Room • Phone:

Room • Phone:

Room • Phone:

Integrated Circuit Fabrication (IC Fab) Institute	B-208 • 540-7061		
International Education	A-229 • 540-7202		
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KEPC Radio	A-153 • 540-7489		
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Learning Resources Center (LRC) Computer Lab	A-201 • 540-7502		
Learning Technologies	A-209 • 540-7509		
Mathematics, Sciences and Health Sciences Division	A-222 • 540-7393		W-209 • 538-5400
Military Programs	B-303 • 540-7441		
Multimedia Instructional Design (MID) Center	B-203 • 540-7063		
Pikes Peak News	A-307 • 540-7480		
President's Office	A-101 • 540-7551		S-202 • 538-5551
Prior Learning Services	B-301 • 540-7225		
Public Safety - Administrative Office	B-228 • 540-7162	Front Desk 527-6000	N-106 • 538-5112
Public Safety - Emergencies	B-228 • 540-7111	Front Desk 527-6000	N-106 • 538-5111
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Student Work Experience Evaluation Program (SWEET)	B-301 • 540-7225		
Technical, Industrial and Service Occupations Division	A-366 • 540-7346		
Testing Center	A-108 • 540-7115	115 • 527-6000	S-101 • 538-5115
Theatre (Box Office)	A-114a • 540-7418		
Veterans Affairs	A-115 • 540-7121		S-102 • 538-5121
Videoconference Center	A-209 • 540-7456		W-106 • 538-5370
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HIGHER EDUCATION AND ADVANCED TECHNOLOGY (HEAT) CENTER AT LOWRY

A Higher Degree of Achievement

Greetings from the most innovative educational venture in the nation today—the **Higher Education and Advanced Technology (HEAT) Center at Lowry!** If you are thinking about how and where you will acquire knowledge and information to use newer and emerging technologies for 21st Century work, the HEAT Center, Colorado’s new paradigm for teaching and learning technology, may be one of your choices.

The HEAT Center, an innovation of the Colorado Community College and Occupational Education System (CCCOES), is a multi-institutional *technology village* at the former Lowry Air Force Base. The evolving technology environment at the HEAT Center provides access for students to leading edge technologies through high-tech programs and collaborative ventures of community colleges, four-year colleges and universities with the private sector.

HEAT Center *Technology Programs*

Program	College/University	Beginning Date
Metrology/Advanced Precision Measurement Technology	Community College of Aurora	Currently Offered
Advanced Machining Technology	Front Range Community College	Currently Offered
CAD/CAM	Front Range Community College	Currently Offered
Manufacturing Process Technology	Front Range Community College	Currently Offered
Photonics/Vacuum Technology	Pueblo Community College	Currently Offered
Plastics/Injection Molding Technology	Front Range Community College	Currently Offered
Welding Fabrication Technology	Red Rocks Community College	Currently Offered
Electronics Technology	Red Rocks Community College	Currently Offered
Electronics Manufacturing Technology, Engineering and Engineering Technology	Aims Community College Arapahoe Community College Front Range Community College University of Colorado at Denver	Spring, 2000
Automated System/Robotics Technology	Red Rocks Community College	Fall, 2000
Film/Video Technology	Red Rocks Community College	Currently Offered
Cisco Regional Academy	Community College of Aurora	Currently Offered
Networking Administration	Community College of Aurora	Currently Offered
Software Technology	Pikes Peak Community College	Currently Offered
Geographic Information Systems	Pikes Peak Community College	Currently Offered
Biotechnology	Community College of Aurora	Currently Offered
Dental Hygiene	Community College of Denver	Currently Offered
Nursing	Community College of Denver	Currently Offered
Perioperative Nursing	Community College of Denver	Currently Offered
Critical Care Nursing	Community College of Denver	Currently Offered
Electroneuro Diagnostics	Community College of Denver	Currently Offered
Radiology Technology	Community College of Denver	Currently Offered
Surgical Technology	Community College of Denver	Currently Offered
Central Supply Technician	Community College of Denver	Currently Offered
Golf Course Management	Community College of Denver	Currently Offered
Gerontology	Community College of Denver	Currently Offered
Intergenerational Studies	Community College of Denver	Currently Offered
Grief and Bereavement Specialist	Community College of Denver	Currently Offered
Health & Well Management	Community College of Denver	Currently Offered
Fitness, Health & Recreation	Community College of Denver	Currently Offered
Massage Therapy	Community College of Denver	Currently Offered
Recreational Assistant	Community College of Denver	Currently Offered
Licensed Psychiatric Technician	Community College of Denver	Currently Offered
Computer Aided Design	University of Colorado at Denver	Currently Offered
Manufacturing Systems & Industrial Engin./Master’s Degree	University of Colorado at Denver	Currently Offered
Computer Science Engin. Upper Division/Masters Degree	University of Colorado at Denver	Fall, 1999
Special Education	University of Northern Colorado	Currently Offered
Elementary Education/Early Childhood	University of Northern Colorado	Currently Offered
Agency and School Counseling Upper Division/Masters Degree	University of Northern Colorado	Currently Offered

Interested and want more information?

Call **HEAT Center Registration and Student Services** at (303) 340-7001 for more information about technology programs, financial aid, academic support or to order a class schedule. We are located at the HEAT Center in **Aurora, Colorado** at **1059 Yosemite, Information Technologies (Building 758), Room 221**. Importantly we are here to assist you in planning your future in advanced technology.

