Course Information

Florida’s Statewide Course Numbering System
Course & Cross Reference Guide
Course Descriptions
FLORIDA’S STATEWIDE COURSE NUMBERING SYSTEM

Courses in this catalog are identified by prefixes and numbers that were assigned by Florida's Statewide Course Numbering System. This common numbering system is used by all public postsecondary institutions in Florida and by 26 participating non-public institutions. The major purpose of this system is to facilitate the transfer of courses between participating institutions.

Each participating institution controls the title, credit and content of its own and recommends the first digit of the course number to indicate the level at which students normally take the course. Course prefixes and the last three digits of the course number are assigned by members of faculty discipline committees appointed for that purpose by the Florida Department of Education in Tallahassee. Individuals nominated to serve on these committees are selected to maintain a representative balance as to type of institution and discipline field or specialization.

The course prefix and each digit in the course number have a meaning in the Statewide Course Numbering System (SCNS). The list of course prefixes and numbers, along with their generic titles, is referred to as the “SCNS taxonomy.” Descriptions of the content of courses are referred to as “course equivalency profiles.”

EXAMPLE OF COURSE IDENTIFIER

<table>
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<tr>
<th>Prefix</th>
<th>Level Code</th>
<th>Century Digit</th>
<th>Decade Digit</th>
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<td>1</td>
<td>0</td>
<td>1</td>
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<td>Freshman Level General Sociology</td>
<td>Entry-Level Problems</td>
<td>Survey Course components in this course</td>
<td>Social</td>
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GENERAL RULE FOR COURSE EQUIVALENCIES

Equivalent courses at different institutions are identified by the same prefixes and same last three digits of the course number and are guaranteed to be transferable between participating institutions that offer the course, with a few exceptions. (Exceptions are listed below.)

For example, a survey course in social problems is offered by 31 different postsecondary institutions. Each institution uses “SYG _010” to identify its social problems course. The level code is the first digit and represents the year in which students normally take this course at a specific institution. In the SCNS taxonomy, "SYG" means "Sociology, General," the century digit "0" represents "Entry-Level General Sociology," the decade digit "1" represents "Survey Course," and the unit digit "0" represents "Social Problems."

In science and other areas, a "C" or "L" after the course number is known as a lab indicator. The "C" represents a combined lecture and laboratory course that meets in the same place at the same time. The "L" represents a laboratory course or the laboratory part of a course, having the same prefix and course number without a lab indicator, which meets at a different time or place.

Transfer of any successfully completed course from one institution to another is guaranteed in cases where the course to be transferred is equivalent to one offered by the receiving institution. Equivalencies are established by the same prefix and last three digits and comparable faculty credentials at both institutions. For example, SYG 1010 is offered at a community college. The same course is offered at a state university as SYG 2010. A student who has successfully completed SYG 1010 at the community college is guaranteed to receive transfer credit for SYG 2010 at the state university if the student transfers. The student cannot be required to take SYG 2010 again since SYG 1010 is equivalent to SYG 2010. Transfer credit must be awarded for successfully completed equivalent courses and used by the receiving institution to determine satisfaction of requirements by transfer students on the same basis as credit awarded to the native students. It is the prerogative of the receiving institutions, however, to offer transfer credit for courses successfully completed which have not been designated as equivalent.
**THE COURSE PREFIX**

The course prefix is a three-letter designator for a major division of an academic discipline, subject matter area or sub-category of knowledge. The prefix is not intended to identify the department in which a course is offered. Rather, the content of a course determines the assigned prefix used to identify the course.

**AUTHORITY FOR ACCEPTANCE OF EQUIVALENT COURSES**

State Board of Education Rule 6A-10.024(19), Florida Administrative Code, reads:

When a student transfers among postsecondary institutions that are fully accredited by a regional or national accrediting agency recognized by the United State Department of Education and that participate in the common course designation and numbering system, the receiving institution shall award credit for courses satisfactorily completed at the previous participating institutions when the courses are judged by the appropriate common course designation and numbering system faculty task forces to be academically equivalent to courses offered at the receiving institution, including equivalency of faculty credentials, regardless of the public or nonpublic control of the previous institution. The award of credit may be limited to courses that are entered in the course numbering system. Credits so awarded shall satisfy institutional requirements on the same basis as credits awarded to native students.

**EXCEPTIONS TO THE GENERAL RULE FOR EQUIVALENCE**

The following courses are exceptions to the general rule for course equivalencies and may not be transferable. Transferability is at the discretion of the receiving institution:

A. Courses in the _900-_999 series (e.g., ART 2905)
B. Internships, practica, clinical experiences and study abroad courses
C. Performance or studio courses in Art, Dance, Theater and Music
D. Skills courses in Criminal Justice
E. Graduate Courses
F. Courses not offered by the receiving institution.

College preparatory and vocational preparatory courses may not be used to meet degree requirements and are not transferable.

Questions about the Statewide Course Numbering System and appeals regarding course credit transfer decision should be directed to Angela S. Kennerly in the Office of Academic Affairs at Daytona Beach Community College or the Florida Department of Education, K-16 Articulation, 401 Turlington Building, Tallahassee, Florida 32399-0400. Special reports and technical information may be requested by calling (850) 245-0427 or Suncom 205-0427, or can be accessed at http://scns.fldoe.org.

Office of Articulation
Florida Department of Education
**HOW TO FIND A COURSE AND ITS DESCRIPTION**

Daytona Beach Community College course offerings and descriptions are grouped alphabetically under the applicable discipline title, not under the department or division of the college through which they are offered.

Within the specific disciplines, courses are listed alphabetically by the course prefix and number. Not all courses are offered in all semesters, or at all campuses. For current offerings, check the schedule of classes published each semester or contact the registration offices at all DBCC campuses.

The course prefixes to discipline areas guide will help you locate your courses by prefix, course or discipline area.

### COURSE CROSS REFERENCE GUIDE

**Course Prefixes to Discipline/Department Areas**

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All courses in the following list are not taught each semester. Class schedules are published before each semester and list the courses that will be offered. Many courses in this catalog have prerequisite courses listed in the course descriptions.

ACG 2022 4 sem. hrs. Principles of Financial Accounting A study of accounting concepts for service and merchandising businesses, matching concept, adjusting process, financial statements, accounting systems, internal controls, special journals, receivables, inventories, current liabilities, bonds payable and investment in stocks and bonds, international transactions, and corporate: organization, equity rights and earnings. (Prerequisite: Appropriate placement scores or successful completion of college prep courses.) Lab fee: $10.

ACG 2900 1-4 sem. hrs. Directed Study in Accounting

ACG 2949 1-4 sem. hrs. Cooperative Education Experience in Accounting

ACR 0000 6.0 voc. hrs. Physical Principles Scientific principles and calculations as they relate to compression refrigeration. Tools and test equipment used to construct, charge, operate and troubleshoot a refrigerating machine. Lab fee: $25.

ACR 0022 1.5 voc. hrs. Domestic Refrigeration Practical study of domestic refrigerators, freezers and window air conditioners. Installation and service including defrost and multiple temperatures of capillary tube systems. (Prerequisite: ACR 0000.) Individualized lab method. Lab fee: $10.

ACR 0061 2.0 voc. hrs. Psychrometrics A study of air, humidity, heat and movement as it relates to comfort air conditioning. Psychrometric processes will be charted, measured and applied. (Prerequisite: ACR 0000.) Lab fee: $10.

ACR 0062 2.0 voc. hrs. Heat Load Calculations A study of heat and heat flow. Calculate heat gain and loss, duct and register sizing for comfort in refrigeration and air conditioning. (Prerequisite: ACR 0000.) Lab fee: $10.

ACR 0100C 6.0 voc. hrs. Basic Electricity Physical principles of electricity and related mathematical equations in air conditioning and refrigeration systems. Laws of energy, energy equivalents, electrical components and circuits. Lecture/discussion/individualized lab method. Lab fee: $25.

ACR 0150 3.0 voc. hrs. A/C Motors & Controls Study of single phase motors and related components. Disassembly, assembly, application and testing with appropriate instrumentation. (Prerequisite: ACR 0100C.) Lab fee: $10.

ACR 0205 3.0 voc. hrs. Refrigerants I A study of the internal chemistry and physics of a refrigeration system. Refrigerants, oil, contaminants, dehydration and burnouts in detail. (Prerequisite: ACR 0000.) Lab fee: $10.

ACR 0206 1.5 voc. hrs. Refrigerants II Study and application of physical principles. Temperature, pressure, volume, enthalpy, state and condition. Pipe sizing and application for air conditioning and refrigeration. (Prerequisite: ACR 0000.) Lab fee: $10.

ACR 0600 3.0 voc. hrs. Fossil Fuel Heating Oil and gas fired heating systems. Combustion, mechanical and electrical components. (Prerequisites: ACR 0850 and ACR 0150.) Lab fee: $10.

ACR 0601 3.0 voc. hrs. Heat Pumps An advanced study of the refrigerant cycle and the electrical circuitry necessary to provide year-round air conditioning. Includes electric furnaces. (Prerequisites: ACR 0850 and ACR 0150.) Lab fee: $15.

ACR 0700 2.0 voc. hrs. Central Residential Air Conditioning Study of application, installation, and servicing of central residential equipment. Integrates electrical, psychrometric and mechanical operation. (Prerequisites: ACR 0000 and ACR 0100C.) Lab fee: $10.


ACR 0742 3.0 voc. hrs. Commercial Refrigeration II A study of larger, multiple temperature refrigeration systems, more complex electrical and mechanical components and three-phase electricity. Design, construct and troubleshoot advanced equipment. (Prerequisites: ACR 0741 and ACR 0150.) Lab fee: $15.

ACR 0815 3.0 voc. hrs. Advanced Service Practices Conglomerate of previous courses, diagnostic procedures of job entry competencies in commercial refrigeration and central residential air conditioning. Students will also learn appropriate customer related and employability skills for success in the field. Inclusive of this will be industry required written and verbal skills such as order taking and resume writing. Lecture/discussion/individualized laboratory method. (Prerequisites: ACR 0850 and ACR 0150.) Lab fee: $15.

ACR 0850 3.0 voc. hrs. Air Conditioning Wiring The student will study principles of controls and interaction of components associated with residential and light commercial air conditioning systems. The
### Course Descriptions

#### Collision Repair I
- **AER 0232 4.0 voc. crs.**
  - Unibody and Frame I
  - Introductory instruction, diagnosis and measurement of damaged unibody and frame-type vehicles, with training and bench pool techniques and associated tasks. Lab fee: $15.

#### Collision Repair II
- **AER 0212 4.5 voc. crs.**
  - Collision Repair II
  - This is the second of three courses in auto body metal repair work. The student continues to develop skills in panel replacement and straightening and removing rust from vehicle surfaces in preparation for refinishing. Lab fee: $15.

#### Collision Repair III
- **AER 0213 4.0 voc. crs.**
  - Collision Repair III
  - Students complete skill development in sheet metal replacement, straightening and repair with fabricating and installation of replacement panels. Lab fee: $15.

#### Refinishing and Metal Work
- **AER 0221 7.0 voc. crs.**
  - Refinishing and Metal Work
  - Students begin to develop the necessary skills to repair minor dents and rust, sand, seal and apply paint to vehicle surfaces. Lab fee: $25.

#### Refinishing Systems and Safety
- **AER 0222 4.0 voc. crs.**
  - Refinishing Systems and Safety
  - Instruction in the various manufacturer's refinishing and preparation products. Proper handling and storage of toxic materials and personal safety in their use. Lab fee: $15.

#### Auto Refinishing II
- **AER 0229 4.0 voc. crs.**
  - Auto Refinishing II
  - In the use of various manufacturers refinishing products, surface preparation and policy and compounding techniques. Lab fee: $15.

#### Unibody and Frame I
- **AER 0233 4.0 voc. crs.**
  - Unibody and Frame I
  - Advanced skill development in the straightening and repair of damaged vehicles via the bench system to meet manufacturers specifications. Lab fee: $15.

#### Auto Body Glass and Trim
- **AER 0241 4.0 voc. crs.**
  - Auto Body Glass and Trim
  - Instruction and replacement, reconditioning and dyeing vinyl tops, exterior and interior molding and trim fastening. Replacement and removal of all auto glass, adjustment of glass and regulators. Lab fee: $5.

#### Electricity/Electronics Fundamentals
- **AER 1101 4 sem. hrs.**
  - Electricity/Electronics Fundamentals
  - Prepares the student to test, diagnose and repair automotive starting, charging, lighting and associated electrical systems. Lab fee: $5.

#### Engine Mechanical Service and Repairs
- **AER 1112 4 sem. hrs.**
  - Engine Mechanical Service and Repairs
  - Prepares the student to diagnose and repair four, six and eight cylinder engines. Lab fee: $5.

#### Basic Concepts and Service Procedures
- **AER 1114 4 sem. hrs.**
  - Basic Concepts and Service Procedures
  - Prepares the student to perform a Pre-Delivery Inspection and all basic engine service and maintenance procedures. Service manual interpretation and basic carbureted fuel systems theory are taught. Lab fee: $5.

#### Automotive Transaxles and Differentials
- **AER 1272 4 sem. hrs.**
  - Automotive Transaxles and Differentials
  - Prepares the student to diagnose and repair automobile manual transaxles, clutches, transmissions, differentials, driveline components, hydraulic systems and four-wheel drive transfer cases. Components include lecture/discussion, written assignments and hands-on experience. Lab fee: $10.

#### Automotive Brake Systems
- **AER 1413 4 sem. hrs.**
  - Automotive Brake Systems
  - Prepares the student to test, diagnose and repair late model automobile Disc and Drum braking systems and controls, including Anti-lock Braking Systems. Lab fee: $10.

#### Automotive Steering, Suspension and Alignment
- **AER 1451 4 sem. hrs.**
  - Automotive Steering, Suspension and Alignment
  - Prepares the student to test, diagnose and repair automobile steering and suspension systems, including electronic suspensions, and Super HICAS steering systems. Components include lecture/discussion, written assignments and hands-on experience. Lab fee: $5.

#### Automotive Heating and Air Conditioning Systems
- **AER 1611 4 sem. hrs.**
  - Automotive Heating and Air Conditioning Systems
  - Prepares the student to test, diagnose and repair automobile heating and air conditioning systems. Components include lecture/discussion, written assignments and hands-on experience. Lab fee: $15.

#### Automotive Automatic Transaxles and Drive Systems
- **AER 2273 4 sem. hrs.**
  - Automotive Automatic Transaxles and Drive Systems
  - Prepares the student to test, diagnose and repair automobile automatic transaxles and electronic transmissions. Theories of operation, testing and diagnosis are stressed. Components include lecture/discussion, written assignments and hands-on experience. Lab fee: $5.

#### Automotive Computer Systems and Supercharging
- **AER 2524 4 sem. hrs.**
  - Automotive Computer Systems and Supercharging
  - Familiarizes the student with the theory of operation of automotive computer systems. Prepares the student to perform lab oscilloscope analysis of electronic control unit circuitry. Lab fee: $10.
AER 2526 4 sem. hrs.
Automotive Ignition and Emissions Control Prepares the student to test, diagnose and repair automobile electronic ignition and emissions control systems. Four-gas theory and oscilloscope diagnosis are introduced. Components include lecture/discussion, written assignments and hands-on experience. Lab fee: $10.

AER 2527 4 sem. hrs.
Drivability and Dynamometer Analysis Prepares the student to diagnose drivability problems with hand held diagnostic scanning tools. Prepares the student to diagnose drivability problems using chassis dynamometer analysis. Prepares the student to perform four-gas emissions analysis. Components include lecture/discussion, written assignments, hands-on experience and selected student troubleshooting skills testing. (Prerequisite: Permission of chairperson.) Lab fee: $10.

AER 2528 4 sem. hrs.
Automotive Fuel Systems Prepares the student to test, diagnose and repair electronic fuel injection systems, including Throttle Body and Multi-Point injection components associated with EFI and ECCS. Fuel injection theory is stressed, along with testing of individual components within subsystems. Components include lecture/discussion, written assignments and hands-on experience. Lab fee: $10.

AER 2905 1-4 sem. hrs.
Directed Study in Automotive Technology

AER 2949 2 sem. hrs.
Cooperative Education Experience in Automotive Technology

AFR 1101 1 sem. hr.
The Air Force Today I (General Military Course) A survey course that focuses on the organizational structure and missions of Air Force organizations, officerhip and professionalism and includes an introduction to communicative skills. A weekly leadership laboratory is mandatory. (Prerequisite: Appropriate placement scores or successful completion of college prep courses.)

AFR 1111 1 sem. hr.
The Air Force Today II (General Military Course) Continuation of AFR 1101. A weekly leadership laboratory is mandatory. (Prerequisite: Appropriate placement scores or successful completion of college prep courses.)

AFR 2130 1 sem. hr.
The Development of Air Power I Focuses on factors contributing to the development of air power from its earliest beginnings through two world wars, the evolution of air power concepts and doctrine and an assessment of communicative skills. A weekly leadership laboratory is mandatory. (Prerequisite: Appropriate placement scores or successful completion of college prep courses.)

AFR 2131 1 sem. hr.
The Development of Air Power II (General Military Course) Continuation of AFR 2130. A weekly leadership laboratory is mandatory. (Prerequisite: Appropriate placement scores or successful completion of college prep courses.)

AMH 2020 3 sem. hrs.
United States History 1865 to Present The political, economic, social and intellectual development of the people of the United States, from the Civil War to the present. This course meets the 3,000 word minimum Gordon Rule requirement. (Prerequisite or corequisite: ENC 1101.)

AMH 2042 3 sem. hrs.
American Social History 1860 to Present An examination of the cultural experiences, institutions and customs of American life and their effects on our common heritage, from 1860 to present times. This course meets the 3,000 word Gordon Rule requirement. (Prerequisite or corequisite: ENC 1101.)

AMH 2091 3 sem. hrs.
Survey of African American History A historical survey of African American experiences beginning with an overview of ancient African peoples, with emphasis on the experiences of Africans and their descendants in America. This course meets the 3,000 word minimum Gordon Rule requirement. (Prerequisite or corequisite: ENC 1101.)

AMH 2045 3 sem. hrs.
American Maritime History An introductory course on American maritime history, tracing the impact of seafaring Americans and their related institutions and activities on American history from pre-colonial times to the present. This course meets the 3,000 word minimum Gordon Rule requirement. (Prerequisite or corequisite: ENC 1101.)

AMH 2050 3 sem. hrs.
Contemporary American Literature A survey of representative American writers since World War I. Emphasis on style, techniques and basic themes of each author. This course meets the 3,000 word minimum Gordon Rule requirement. (Prerequisite: ENC 1101 or permission of chairperson.)

AMH 2042 3 sem. hrs.
American Social History 1860 to Present An examination of the cultural experiences, institutions and customs of American life and their effects on our common heritage, from 1860 to present times. This course meets the 3,000 word Gordon Rule requirement. (Prerequisite or corequisite: ENC 1101.)

AMH 2050 3 sem. hrs.
Contemporary American Literature A survey of representative American writers since World War I. Emphasis on style, techniques and basic themes of each author. This course meets the 3,000 word minimum Gordon Rule requirement. (Prerequisite: ENC 1101 or permission of chairperson.)

AMH 2050 3 sem. hrs.
Contemporary American Literature A survey of representative American writers since World War I. Emphasis on style, techniques and basic themes of each author. This course meets the 3,000 word minimum Gordon Rule requirement. (Prerequisite: ENC 1101 or permission of chairperson.)
American writers of the Modern period. Emphasis is placed upon the maturation of American literature from the Civil War to World War I. This course meets the 3,000 word minimum Gordon Rule requirement. (Prerequisite: ENC 1101 or permission of chairperson.)

**Course Descriptions**

**ARA 1120**
4 sem. hrs.
Arabic I Fundamental grammar principles and basic speech patterns, intensive drills in listening, speaking, reading and writing the language. Three-hour class instruction and two-hour language laboratory. (Prerequisite: Appropriate placement scores or successful completion of college prep courses.) Lab fee: $5.

**ARA 1121**
4 sem. hrs.
Arabic II Continuation of ARA 1120. Three-hour class instruction and two-hour language laboratory. (Prerequisite: ARA 1120.) Lab fee: $5.

**ARA 2200**
4 sem. hrs.
Arabic III Intensive conversational course designed to give intermediate knowledge of Arabic grammar, culture, history, geography and current events. Three-hour class instruction and two-hour language laboratory. (Prerequisite: ARA 1121.)

**ARA 2201**
4 sem. hrs.
Arabic IV Continuation of ARA 2200, stressing conversational Arabic grammar, reading and writing of classical Arabic. Three-hour class instruction and two-hour language laboratory. (Prerequisite: ARA 2200.)

**ARR 0949**
1-4 voc. hrs.
Cooperative Education Experience in Automotive Body Repair and Refinishing

**ART 1201C**
3 sem. hrs.
Design I Studio assignments concerned with basic art fundamentals: line, color, shape, value and texture in organization of two-dimensional surface. Four studio hours. Lab fee: $5.

**ART 1203C**
3 sem. hrs.
Design II Studio problems relating basic art fundamentals of three-dimensional forms. Four studio hours per week. (Prerequisite: ART 1201C or permission of chairperson.) Lab fee: $5.

**ART 1300C**
3 sem. hrs.
Drawing I ART 1300C is a traditional, beginning drawing class which teaches the fundamental skills needed for representational/objective drawing from life. Open to all students. Four studio hours.
ART 1301C
Drawing II Drawing II is a continuation of the skill development begun in ART 1300C. New materials, idea development and composition are stressed in the production of a portfolio. Four studio hours. (Prerequisite: ART 1300C or permission of chairperson.)

ART 1331C
Drawing III The study of the human figure in drawing through the use of live models. Four studio hours. May be repeated twice for credit. (Prerequisites: ART 1300C and ART 1301C or permission of chairperson.) Lab fee: $30.

ART 1500C
Painting I An introduction to opaque painting. Emphasis on the fundamentals of technique, color and equipment. Four studio hours.

ART 1501C
Painting II Continuation of ART 1500C with emphasis on composition, elements of design and the development of work in a series. May be repeated once for credit. Four studio hours. (Prerequisite: ART 1500C or permission of chairperson.)

ART 2400C
Printmaking I A survey of relief, intaglio and monotype print-making techniques, including linocut, woodcut, collagraph and etching. May be repeated once for credit. Four studio hours. Lab fee: $15.

ART 2540C
Watercolor I An introduction to transparent watercolor painting. Emphasis on use of color, technique and equipment. Four studio hours.

ART 2551C
Airbrush Techniques The art, history and techniques of the airbrush. Four studio hours.

ART 2701C
Sculpture I Introduction to three dimensional space and mass using wood, clay, plaster and other materials. Four studio hours. Studio fee required: $10.

ART 2702C
Sculpture II Continuation and refinement of Sculpture I processes. May be repeated twice for credit. Four studio hours. (Prerequisite: ART 2701C or permission of chairperson.) Studio fee required: $10.

ART 2710
Stone Carving This is an introductory course in subtractive sculpture which builds foundation skills in stone carving and other processes. NOTE: This course may be accepted for transfer credit at the discretion of the receiving institution. Four studio hours. Lab fee: $10.

ART 2750C
Ceramic Studio I An advanced course in ceramics for art majors specializing in ceramics. (Prerequisite: ART 1754C, ART 2752C and permission of chairperson.) May be repeated twice for credit. Lab fee: $10.

ART 2752C
Pottery Wheelthrowing I Introduction to wheel-thrown pottery. Basic principles and development of skills on the potter’s wheel. Simple forming, glazing and firing techniques. Four studio hours. Lab fee: $27.

ART 2905
Directed Study in Art

ART 2949
Cooperative Education Experience in Art

AST 1002
Astronomy A survey of planetary, stellar and galactic astronomy; history of astronomy; and theories of the universe. Optional observing sessions may be held if the weather permits. (Pre or corequisite: ENC 1101 and MAT 1033.)

AST 2905
Directed Study in Astronomy

BCN 1210
Materials and Processes Applications and characteristics, both physical and chemical, of materials commonly used in construction and mechanical processes by which materials may be shaped or formed.

BCN 1251C
Architectural Drawing I Fundamentals of construction drafting, including basic components of construction. Development of working drawings including plans, elevations and sections using wood, masonry and concrete construction in accordance with building code requirements. Two-hour lecture, two-hour laboratory.

BCN 1253C
Architectural Drawing II Intermediate principles of architectural drawing, space utilization, visual design and model making. (Prerequisite: BCN 1251C.)

BCN 2257C
Architectural Detailing Architectural detailing of steel, wood and concrete systems used in light construction welding. (Prerequisite: EGS 1110C or BCN 1251C or permission of program manager.)

BCN 2561
Mechanical and Electrical Equipment The study of heating, air conditioning, water supply, sanitation and electrical service and their installation. Design methods along with the operation of equipment and controls is also included. (Prerequisite: PSC 1121.)

BCN 2905
Directed Study in Construction

BCN 2949
Cooperative Education Experience in Construction

BCT 2705
Construction Planning and Management The course prepares the student to use procedures and techniques involved in controlling, coordinating, managing and analyzing construction projects. (Prerequisite: BCN 1210.)

BOT 1010C
General Botany General principles of the structural organization and function of plants emphasizing cellular structure and physiology, anatomy, genetics, growth and diversity of plants. (Prerequisite or corequisite: ENC 1101 and MAT 1033. Co-requisite: BOT 1010L) Lab fee: $20.

BSC 0080
Basic Anatomy & Physiology Surveys the structure and func-
tion of the various systems of the human body as applied to certificate health programs. (May not be used toward degree requirements.)

**BSC 1005**  3 sem. hrs.
**Survey of Biological Science (For Non-Science Majors)** A survey of topics in biology designed to meet the informational needs of the non-scientist. Coverage of topics in molecular, cellular, organismal and population biology is included. [Not intended for science, engineering or pre-professional health-related majors.] (Prerequisite or corequisite: ENC1101 and MAT 1033.)

**BSC 1005L**  1 sem. hr.
**Survey of Biological Science Laboratory (For Non-Science Majors)** The laboratory consists of observation, demonstration and experiments which correlate with the lecture. (Prerequisite or corequisite: ENC1101 and MAT 1033. Corequisite: BSC 1005.) Lab fee: $10.

**BSC 1010C**  4 sem. hrs.
**General Biology I (For Science Majors)** Basic principles, which apply to the nature of plant and animal cells, including metabolism, reproduction, protein synthesis and genetics. (Prerequisite or corequisite: ENC1101 and MAT 1033. Corequisite: BSC 1010L.) Lab fee: $10.

**BSC 1011C**  4 sem. hrs.
**General Biology II (For Science Majors)** A survey of the evolution, morphology, physiology and ecology of the five kingdoms of living organisms. (Prerequisite: BSC 1010C. Corequisite: BSC 1011L.) Lab fee: $10.

**BSC 1085C**  4 sem. hrs.
**Human Anatomy & Physiology I** Structure and function of the integumentary, skeletal, muscular and nervous systems of the human body. Course also will cover basic cytology and histology. This course is designed for students in health professions. (Prerequisite or co-requisite: ENC1101 and MAT 1033. A background in biology and chemistry strongly recommended. Corequisite: BSC 1085L.) Lab fee: $20.

**BSC 1086C**  4 sem. hrs.
**Human Anatomy & Physiology II** A continuation of BSC 1085C. This course covers the structure and function of the digestive, urinary, respiratory, endocrine, circulatory and reproductive systems. This course is designed for students in health professions. (Prerequisite: BSC 1085C. Corequisite: BSC 1086L.) Lab fee: $20.

**BSC 2905**  1-4 sem. hrs.
**Directed Study in Biological Science** (Prerequisite: Appropriate placement scores or successful completion of college prep courses.)

**BSC 2949**  1-4 sem. hrs.
**Cooperative Education Experience in Biological Science**

**BUL 2241**  3 sem. hrs.
**Business Law I** An introduction to judicial procedures that include legal rights and social forces; government, business, and society; contracts; personal property and bailments; and sales of goods. (Prerequisite: Appropriate placement scores or successful completion of college prep courses.)

**BUL 2242**  3 sem. hrs.
**Business Law II** Continuation of BUL 2241. The context of Business Law II reflects current thinking and recent changes in the law. Also examined are areas of the Uniform Commercial Code; creditor’s rights; and agency, employment, partnership, corporations, and special ventures. (Prerequisite: Appropriate placement scores or successful completion of college prep courses.)

**CBH 2000**  3 sem. hrs.
**Animal Learning** Introduction to the basic principles of classical and operant conditioning in animals and humans. Specific techniques for controlling behavior are presented. Includes lecture, Outside lab and in-field experiences. (Prerequisite or Corequisite: ENC 1101.)

**CCJ 1010**  3 sem. hrs.
**Introduction to Criminology** Survey of the social origins of criminal law, the administration of criminal justice, the causes of criminal behavior and the prevention and control of crime. (Prerequisite: Appropriate placement scores or successful completion of college prep courses.) Lab fee: $5.

**CCJ 1020**  3 sem. hrs.
**Introduction to Criminal Justice** Exposure to the philosophical and historical background of criminal justice agencies and evaluation of their purpose, functions and contemporary problems. (Prerequisite: Appropriate placement scores or successful completion of college prep courses.) Lab fee: $5.

**CCJ 2500**  3 sem. hrs.
**Juvenile Delinquency** Study of the juvenile justice system emphasizing definitions, causes, prevention, control of juvenile delinquency and rehabilitation of the delinquent youth. (Prerequisite: Appropriate placement scores or successful completion of college prep courses.) Lab fee: $5.

**CCJ 2905**  1-4 sem. hrs.
**Directed Study in Criminal Justice** (Prerequisite: Appropriate placement scores or successful completion of college prep courses.)

**CCJ 2949**  1-4 sem. hrs.
**Cooperative Education Experience in Criminal Justice** (Prerequisite: Appropriate placement scores or successful completion of college prep courses.)

**CEN 2304**  4 sem. hrs.
**Microsoft Windows Professional** Installing, configuring and supporting Microsoft Windows Professional in a workgroup or domain to prepare for MCP Exam 70-210, a core requirement for MCSA and MCSE certifications. (Prerequisite: CET 1600 or COP 1000 or permission of Computer Science chairperson.) Class materials fee: $50.

**CEN 2320**  4 sem. hrs.
**Microsoft Windows Server** Planning, configuring and optimizing Microsoft networks in a single-domain environment for Exam 70-215, a core requirement for MCSA and MCSE certifications. (Prerequisite: CEN 2304 or permission of Computer Science chairperson.) Class materials fee: $50.

**CET 1114C**  4 sem. hrs.
**Digital Fundamentals and Lab** First course in digital theory covers number systems, including binary, octal, hexadecimal and decimal. Also includes logic gates, Boolean algebra, Karnaugh maps, decoders, flip-flops and counters. Lab fee: $20.

**CET 1153C**  3 sem. hrs.
**Technical Computer Environment** This course is an introduction to computer operations and applications for Engineer-
Course Descriptions

**Novell Network Administration**

CET 1484  4 sem. hrs.
Basic application software. Prepares students for the core A+ Exam. Lab fee: $20.

**Building Scalable Cisco Internetworks**

CET 2626  4 sem. hrs.
Building Cisco Remote Access Networks In the Building Scalable Remote Access Networks (BSRAN) course, students learn how to build, configure and troubleshoot a remote access network to interconnect central sites to branch offices and home offices. Students also learn how to control access to the central site, as well as to maximize bandwidth utilization over the remote links. BSRAN is part of the recommended training path for those students seeking the Cisco Certified Network Professional (CCNP), Cisco Certified Design Professional (CCDP), and Cisco Certified Internetwork Expert (CCIE) certifications. (Prerequisite: CET 2620 or CCNA certification.) Class Materials Fee: $50.

**Network Plus**

CET 1600  4 sem. hrs.

**Microcomputer and Basic Digital Communications**

CET 2123C  4 sem. hrs.
This course includes the architectural study of a microprocessor with its bus system and instruction set. An introduction to the principles of digital communications is also included in this course. (Prerequisites: CET 1114C and EET 1141C.) Lab fee: $20.

**Novell Network Service and Support**

CET 2154C  4 sem. hrs.
A+ Computer Operating Systems Presents the proper preventive and corrective maintenance procedures for computer systems, with emphasis placed on interpretation of diagnostics. Prepares students for the Windows operating systems A+ Exam. (Prerequisite: CET 1173C.) Lab fee: $20.

**Novell Network Troubleshooting Support**

CET 2496  4 sem. hrs.
Hands-on installation and troubleshooting of computer networks of various topologies. Includes installation of network cards, cable systems and complete networks. (Prerequisite: CET 2758C.) Class materials fee: $50.

**Advanced Cisco Router Configuration**

CET 2615  4 sem. hrs.
Advanced techniques in configuration of Cisco routers in Internetworks, including utilization of configuration files downloaded from a TFTP server, employing advanced Cisco IOS EXEC commands. (Prerequisite: CET 1600 or permission of Computer Science chairperson.) Class materials fee: $50.

**Cisco Wide Area Network (WAN)**

CET 2620  4 sem. hrs.
Routing WAN services and encapsulation. WAN design, PPP operation and authentication, ISDN capabilities and configuration, Frame Relay, subinterfaces and configuration. CCNA 640-607 certification exam. (Prerequisite: CET 2615 or permission of Computer Science chairperson.) Class materials fee: $50.

**Building Scalable Cisco Internetworks**

CET 2625  4 sem. hrs.
The Building Scalable Cisco Internetworks (BSCI) course focuses on using Cisco routers connected in LANs and WANs typically found at medium to large network sites. Upon completion of this training course, students will be able to select and implement the appropriate Cisco IOS services required to build a scalable, routed network. BSCI is part of the recommended training path for those students seeking the Cisco Certified Network Professional (CCNP) and Cisco Certified Design Professional (CCDP). (Prerequisite: CET 2620 or CCNA certification.) Class Materials Fee: $50.

**Building Cisco Multilayer Switched Networks**

CET 2626  4 sem. hrs.
The Building Cisco Multilayer Switched Networks (BCMSN) course, network administrators learn how to build campus networks using multilayer switching technologies over high speed Ethernet. This course includes both routing and switching concepts, covering both Layer 2 and Layer 3 technologies. BCMSN is part of the recommended training path for those students seeking the Cisco Certified Network Professional (CCNP), Cisco Certified Design Professional (CCDP), and Cisco Certified Internetwork Expert (CCIE) certifications. (Prerequisite: CET 2620 or CCNA certification.) Class Materials Fee: $50.

**Cisco Internetwork Troubleshooting Support**

CET 2628  4 sem. hrs.
The Cisco Internetwork Troubleshooting Support (CIT) course teaches students how to baseline and troubleshoot an environment using Cisco routers and switches for multiprotocol client hosts and servers connected with Ethernet LANs and Serial, Frame Relay and ISDN BRI WANs. The course provides students with methodical practice using specific Cisco IOS software and Catalyst software tools to diagnose and correct problems on widely installed Cisco products. CIT is part of the recommended training path for those students seeking the Cisco Certified Network Professional (CCNP) and Cisco Certified Internetwork Expert (CCIE) certifications. (Prerequisite: CET 2620 or CCNA certification.) Class Materials Fee: $50.

**Cisco Network Design**

CET 2629  3 sem. hrs.
This course teaches the procedures for designing small to medium size networks. Topics include gathering customer requirements, evaluating existing networks, designing the LAN and WAN, Internet protocols, network standards, network management applications and network documentation. This course prepares the student for the Cisco Certified Design Associate (CCDA) certification. (Prerequisite: CET 2620 or CCNA certification.) Class Materials Fee: $50.

**Fundamentals of Network Security**

CET 2660  4 sem. hrs.
This course introduces
Basic Computer Concepts

CGS 1060 3 sem. hrs.
Introduction to Microcomputer Operations This is an introductory hands-on course that teaches the essentials of using computer exercises. Lab fee: $20.

CGS 1103 4 sem hrs.
Project Management This course teaches the skills to effectively manage and complete an IT project. Students learn to make quality presentations to management and customers; interviewing techniques for gathering information from managers, users and potential team members. They learn to create the project vision, scope, goal and plan, track costs, manage budgets, create work breakdown structures, schedules, critical path determination, risk management, make presentations to management, as well as team building, motivation and management including leading team meetings and handling people issues. This course maps to the objectives of the CompTIA Project+ certification. Lab Fee $20.

CGS 1555 3 sem hrs.
Introduction to the Internet The course introduces students to the Internet and the World Wide Web including the knowledge and skills necessary to browse the Internet, search the Web and use FTP to download resources on the Web. Additional topics, such as communicating with e-mail, creating a Web page and adding hypertext links to a Web page are included. Lab fee: $20.

CGS 1570 1 sem hr.
Introduction to Computer Applications This is a short introductory course, which introduces students to word processing, spreadsheets, database and presentation software on IBM-compatible computers. Students participate in hands-on activities using these software applications. Lab fee: $10.

CGS 2100 3 sem hrs.
Microcomputer Applications An introduction to computer operations including Windows operating systems; e-mail; Internet research; and the use of software packages, including word processing, spreadsheets, database management and presentation software. Lab fee: $20.

CGS 2512 3 sem hrs.
Advanced Computer Spreadsheets and Graphic Design This course examines advanced spreadsheet techniques such as @Functions, formula development, what-if tables and database operations. Also covered is the planning and development of graphics presentations. (Prerequisite: CGS 2100 or demonstration of basic proficiency with computer spreadsheets.) Lab fee: $20.

CGS 2820 3 sem hrs.
Web Programming This projects-based course introduces participants to a variety of tools used to access, design and develop Web sites that provide information through the World Wide Web (WWW) interface. Course content includes an overview and review of Internet concepts and vocabulary and usage of various tools to actively search and access information. The participant will also be trained in techniques for the implementation of well-designed Web sites using HTML coding. (Prerequisites: CGS 1555 and CGS 1060 or CGS 2100 or CET 1153C or permission from the Computer Science chairperson). Corequisites: COP 1000. Lab fee: $20.
multimedia objects and self-authored Java applets. The participant will also be able to author original Web sites that are cohesive. (Prerequisite: CGS 2820. Corequisite: COP 2800 or permission from the Computer Science chairperson) Lab fee: $20.

CGS 2825 3 sem. hrs. Web Site Management This course covers the process of taking a Web site from concept to implementation: maintaining and optimizing the server; addressing legal issues associated with Web site operation; and dealing with contracting issues such as performance, availability and cost. At the end of the course, students will understand the skills and job functions needed to implement a Web site and the issues to consider when asked to take over an existing site. (Prerequisites: CGS 2821 and COP 2831.) Class materials fee: $20.

CGS 2905 1-4 sem. hrs. Directed Study in Computer Software Applications

CHD 1104 3 sem. hrs. Introduction to Early Childhood Education I This course is designed to introduce the student to the field of Child Development and Education with an emphasis on the historical, philosophical, psychological and sociological foundations of Early Childhood Education. (Corequisite: CHD 1104L)

CHD 1104L 1 sem. hr. Introduction to Early Childhood Education I Lab Designed to provide the student with a supervised observation experience in a child care setting. (Corequisite: CHD 1104.) Lab fee: $6.

CHD 1220 3 sem. hrs. Child Growth and Development A study of the interplay of biological factors, human interaction, social structure and cultural forces involved in shaping the growing child.

CHD 1430 3 sem. hrs. Observation, Recording and Assessment This course covers techniques for observing, recording and assessing the behavior of young children.

CHD 1820 3 sem. hrs. Introduction to Early Childhood Education II An overview of facilities, equipment, program planning and family involvement, using educational objectives and lesson plans in the preschool. Includes field experiences. (Corequisite: CHD 1820L)

CHD 1820L 1 sem. hr. Introduction to Early Childhood Education II Lab Designed to provide the student with a supervised observation and participation experience in a child care setting. (Corequisite: CHD 1820.) Lab fee: $6.

CHD 2110 4 sem. hrs. Infant/Toddler Development A study of the physical, social, emotional and mental development of infants and toddlers.

CHD 2320 3 sem. hrs. Curriculum Planning for Early Childhood A course designed to study and develop competencies in lesson planning, curriculum design, record keeping, diagnostic/evaluative procedures and teaching techniques using preschool settings. This course is intended to meet one of the educational requirements for the Advanced Level Child Care and Education Administrator Credential as defined by the state of Florida. (Prerequisite: Permission of chairperson.)

CHD 2333 3 sem. hrs. Creative Activities for the Young Child Designed to develop competencies in planning and supervising creative activities and to provide students with skills acquisition necessary to develop and adapt learning materials for the young child. Lab fee: $23.

CHD 2334 3 sem. hrs. Language Arts for the Young Child A course covering skills and concepts required by teachers of young children to plan developmentally appropriate activities in language development, reading readiness and storytelling. (Corequisite: CHD 2334L)

CHD 2334L 1 sem. hr. Language Arts Activities Lab Supervised laboratory experience with young children. Emphasis is placed on planning and implementing learning experiences in language arts and storytelling. Two hours laboratory. (Corequisite: CHD 2334.) Lab fee: $13.

CHD 2335 3 sem. hrs. Music and Motor Activities for the Young Child Designed to teach the value of musical and physical activities in the child’s life and ways to incorporate musical and motor activities in creative learning experience in the preschool.

CHD 2338 3 sem. hrs. Math and Science for the Young Child A course covering the skills and concepts required by teachers of young children to plan developmentally appropriate activities in math, safety, science and food experience. (Corequisite: CHD 2338L)

CHD 2338L 1 sem. hr. Math and Science Activities Lab Supervised laboratory experience with young children. Emphasis on planning and implementing learning experiences in math, science, social studies and art. Two hours laboratory. (Corequisite: CHD 2338.) Lab fee: $3.

CHD 2440 6 sem. hrs. Child Development Practicum The course is designed to provide students with a supervised internship in a selected educational program for young children. (Prerequisite: Permission of chairperson.) Lab fee: $3.

CHD 2801 3 sem. hrs. Child Development Management Child care management course covering director responsibilities in implementing and administering an early childhood program, staff selection and supervision and financially managing the program. This course is intended to meet the educational requirements for the foundational-level child care and Educational Administrator Credential as defined by the state of Florida, and can be used toward the advanced level of the credential.

CHD 2930 1 sem. hr. Special Topics in Early Childhood This course provides an overview of the roles and requirements of various child care professionals.

CHD 2949 1-4 sem. hrs. Cooperative Education Experience in Child Development

CHI 1120 4 sem. hrs. Chinese I Fundamental Chinese grammar principles; basic speech patterns and ideographic writing; and intensive drills in listening, speaking and writing standard Chinese. Three-hour
class instruction and two-hour language laboratory. (Prerequisite: Appropriate placement scores or successful completion of college prep courses.) Lab fee: $5.

CHI 1121 4 sem. hrs.
Chinese II Spoken and written Mandarin Chinese, with equal attention to speaking, reading and writing at the elementary level. Three-hour class instruction and two-hour language laboratory. (Prerequisite: CHI 1120.) Lab fee: $5.

CHI 2200 4 sem. hrs.
Chinese III An intermediate course in Mandarin Chinese to develop and improve audio-lingual skills and reading and writing ability. Three-hour class instruction and two-hour language laboratory. (Prerequisite: CHI 2200.)

CHI 2201 4 sem. hrs.
Chinese IV Practice in Mandarin Chinese reading comprehension and composition. Intensive exercises in “character writing” will be required to develop writing technique. Three-hour class instruction and two-hour language laboratory. (Prerequisite: CHI 2200.)

CHM 1025 4 sem. hrs.
Introduction to Chemistry Survey of modern chemistry, designed particularly for those with little or no chemistry background or for those needing an overview of chemistry. May also be used as a preliminary to CHM 1045C. Three-hour lecture, one-hour recitation/laboratory. (Prerequisite or corequisite: ENC 1101 and MAT 1033. Co-requisite: CHM 1025L.) Lab fee: $10.

CHM 1045C 4 sem. hrs.
General College Chemistry I Fundamental laws and theories of chemistry and related laboratory experiments. Designed for students majoring in science. Three-hour lecture, three-hour laboratory. (Prerequisite or corequisite: ENC 1101 and MAC 1105 and satisfactory completion of CHM 1025 or evidence of satisfactory achievement in high school chemistry. Corequisites: MAC 1105 and CHM 1045L) Lab fee: $20.

CHM 1046C 4 sem. hrs.
General College Chemistry II Continuation of CHM 1045C. Three-hour lecture, three-hour laboratory. (Prerequisite: CHM 1045C or permission of chairperson. Corequisite: CHM 1046L) Lab fee: $20.

CHM 2120C 4 sem. hrs.
Introduction to Analytical Chemistry The principles and laboratory techniques of quantitative analytical methods, with emphasis on problem solving and choice of analytical methods. (Prerequisite: CHM 1046C. Corequisite: CHM 2120L) Lab fee: $25.

CHM 2205C 4 sem. hrs.
Introduction to Organic and Biochemistry An introduction to organic and biochemistry for Allied Health students. Course stresses the chemistry of functional groups and a survey of biochemistry. Compounds will be analyzed and synthesized in the laboratory. (Prerequisite: CHM 1025 or CHM 1045C. Corequisite: CHM 2205L) Lab fee: $25.

CHM 2210C 4 sem. hrs.

CHM 2211C 4 sem. hrs.
Organic Chemistry II Continuation of CHM 2210C. (Prerequisites: Appropriate placement scores or successful completion of college prep courses; and CHM 2210C. Corequisite: CHM 2211L) Lab fee: $25.

CHM 2905 1-4 sem. hrs.
Directed Study in Chemistry (Prerequisite: Appropriate placement scores or successful completion of college prep courses.)

CHM 2949 1-4 sem. hrs.
Cooperative Education Experience in Chemistry

CIS 2110 3 sem. hrs.
Data Organization and Management Advanced concepts using Microsoft Access. Topics included will include creating table structures, enforcing referential integrity, creating and modifying forms, creating and modifying reports and saving objects as Web pages. This course covers topics required by the Microsoft Office User Specialist (MOUS) certification exam. (Corequisite or Prerequisite: COP 1000 or permission of Computer Science chairperson.) Lab fee: $20.

CIS 2325 3 sem. hrs.
Project Management w/Microsoft Project This course provides an introduction to the basic elements of Project Management. Students build project plans using Microsoft Project software. The text used covers the objectives for the Microsoft Office User Specialist "core" certificate. (Prerequisite: CGS 2100, B grade or better.) Lab fee: $15.

CIS 2905 1-4 sem. hrs.
Directed Study in Computer & Information Systems Independent individual or team studies, projects and practica in computer and information sciences under the direction of the Computer Science faculty. Specific content to be arranged. May be repeated with change of content. (Prerequisite: Permission of chairperson.)

CIS 2935 1 sem. hr.
Computer Science Seminar Discussion of computer programming work experience and special topics in computer science. (Prerequisite: COP 2001 or COP 2011 or COP 2881 and permission of chairperson.)

CIS 2949 1-4 sem. hrs.
Cooperative Education Experience in Computer and Information Systems

CJC 1000 3 sem. hrs.
Introduction to Corrections A lecture/discussion of the organization and functions of corrections within the criminal justice system emphasizing the evolution of corrections for the rehabilitation of offenders. (Prerequisite: Appropriate placement scores or successful completion of college prep courses.) Lab fee: $5.

CJC 2400 3 sem. hrs.
Deviant Behavior and Treatment Techniques in Corrections Study of deviant behavior emphasizing types of deviant behavior, methods of learning deviant behavior and control and treatment techniques. (Prerequisite: Appropriate placement scores or successful completion of college prep courses.)

CJD 0254 1.60 voc. crs.
Criminal Justice Medical First Responder Based on DOT’s first responder to medical emergencies. Included are major types of communicable diseases among adults, signs and symptoms of each and methods of transmission. Lab fee: $15.
<table>
<thead>
<tr>
<th>Course Code</th>
<th>Credits</th>
<th>Course Title</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>CJD 0704</td>
<td>3.53 voc. crs.</td>
<td>Criminal Justice Defensive Tactics</td>
<td>Unarmed defense, restraining and apprehending techniques are taught. Special emphasis on the &quot;use of force&quot; continuum. Restraining devices, impact weapons, pressure points and officer fitness are also covered. Lab fee: $76.</td>
</tr>
<tr>
<td>CJD 0741</td>
<td>.87 voc. crs.</td>
<td>Emergency Preparedness</td>
<td>Riot, disturbance control and fire fighting skills are studied and practiced. Lecture includes methods of riot prevention, handling unusual occurrences, emergency procedures and what to do if taken hostage.</td>
</tr>
<tr>
<td>CJD 0750</td>
<td>1.67 voc. crs.</td>
<td>Corrections Interpersonal Skills II</td>
<td>Human adjustment to imprisonment as well as basic characteristics of inmate societies are explored. Emphasis on officer interpersonal skills.</td>
</tr>
<tr>
<td>CJD 0752</td>
<td>2.13 voc. crs.</td>
<td>Correctional Operations</td>
<td>The general operation of correctional facilities is studied, including inmate intake, daily care, institutional procedures and officer tasks.</td>
</tr>
<tr>
<td>CJD 0770</td>
<td>1.53 voc. crs.</td>
<td>Corrections Legal I</td>
<td>An introductory review of the criminal justice system and a history of law. The foundation and basic components of law are studied. Emphasis on correctional officer application. Lab fee: $39.</td>
</tr>
<tr>
<td>CJD 0771</td>
<td>.73 voc. crs.</td>
<td>Corrections Legal II</td>
<td>Constitutional law as it relates to the public and police are examined. Law topics of study include evidence procedures, arrest law, search and seizure and criminal liability of officers.</td>
</tr>
<tr>
<td>CJD 0772</td>
<td>1.40 voc. crs.</td>
<td>Corrections Communications</td>
<td>The entire report writing process is covered. Topics include interviewing and interrogation, IPC skills, radio and telephone procedures and practical exercises.</td>
</tr>
<tr>
<td>CJD 0773</td>
<td>2.07 voc. crs.</td>
<td>Corrections Interpersonal Skills I</td>
<td>Basic components of human needs and behavior are explored, as are the needs of various groups within the inmate society, including substance abusers, juveniles, mentally ill and handicapped. Crisis intervention, stress management and human and cultural diversity are also explored in depth.</td>
</tr>
<tr>
<td>CJD 0790</td>
<td>2.0 voc. crs.</td>
<td>Correctional Probation Legal</td>
<td>This course provides an overview of the criminal justice system and a history of law. Court procedure and testimony are also examined. Emphasis is given to elements of various crimes. Civil and criminal liability of officers is studied. Lab fee: $39.</td>
</tr>
<tr>
<td>CJD 0791</td>
<td>.53 voc. crs.</td>
<td>Correctional Probation Operations</td>
<td>This course is an overview of the basic operating procedures of a penal institution, for probation officers working inside a correctional facility.</td>
</tr>
<tr>
<td>CJD 0792</td>
<td>2.27 voc. crs.</td>
<td>Correctional Probation Interpersonal Skills</td>
<td>This course concentrates on the development of good interpersonal communication skills and their effectiveness in working with diverse groups of people and intervening in crisis situations.</td>
</tr>
<tr>
<td>CJD 0793</td>
<td>2.34 voc. crs.</td>
<td>Correctional Probation Communication Skills</td>
<td>The entire report writing process is covered, from interviewing techniques, statement and note taking, to the completion of the written report. Computer information systems are also emphasized.</td>
</tr>
<tr>
<td>CJD 0794</td>
<td>1.8 voc. crs.</td>
<td>Correctional Probation Supervision</td>
<td>This course is an introduction to the basic responsibilities of a probation officer in the supervision of criminal offenders. Identification of problems an offender may have are explored.</td>
</tr>
<tr>
<td>CJD 0795</td>
<td>.53 voc. crs.</td>
<td>Correctional Probation Firearms</td>
<td>This course covers firearms safety procedures and the basic principles of firing a handgun and shotgun. The use of chemical agents is also covered. Lab fee: $35.</td>
</tr>
<tr>
<td>CJE 1300</td>
<td>3 sem. hrs.</td>
<td>Police Administration I</td>
<td>Principles of organization and administration as applied to staff functions including planning and research, personnel and training and inspection and control. (Prerequisite: Appropriate placement scores or successful completion of college prep course.) Lab fee: $5.</td>
</tr>
<tr>
<td>CJE 1500</td>
<td>3 sem. hrs.</td>
<td>Police Administration II</td>
<td>Principles of organization and administration relevant to contemporary police personnel management and the dynamics of organizational change. (Prerequisite: CJE 1300.) Lab fee: $5.</td>
</tr>
<tr>
<td>CJK 0005</td>
<td>1.07 voc. crs.</td>
<td>Law Enforcement - Introduction and Law</td>
<td>This course provides the student with an overview of the Criminal Justice System and the basic provisions of the U.S. Constitution. Ethics and professionalism are covered.</td>
</tr>
<tr>
<td>CJK 0010</td>
<td>2.73 voc. crs.</td>
<td>Human Issues in Law Enforcement</td>
<td>This course teaches students the appropriate procedures for dealing with people who have special needs, such as mentally ill, mentally retarded, substance abusers and persons with physical disabilities.</td>
</tr>
<tr>
<td>CJK 0015</td>
<td>2.33 voc. crs.</td>
<td>Law Enforcement Communications</td>
<td>The entire police report writing process is covered. Topics include interviewing and interrogation, IPC skills, radio and telephone procedures, as well as practice exercises. Objectives are as specified by the CJSTC.</td>
</tr>
<tr>
<td>CJK 0020</td>
<td>1.33 voc. crs.</td>
<td>Law Enforcement Vehicle Operations</td>
<td>Components of the police driving environment are explored and practical exercises on the driving range are conducted. Vehicle pullovers and felony traffic stops are included via lecture, demonstration and scenario. Lab fee: $100.</td>
</tr>
<tr>
<td>CJK 0030</td>
<td>2.00 voc. crs.</td>
<td>Law Enforcement Medical First Responder</td>
<td>Based on DOT’s first responder to medical emergencies. Included are major types of communicable diseases among adults, signs and symptoms of each and methods of transmission.</td>
</tr>
</tbody>
</table>
CJO 0040  2.67 voc. crs.  
**Law Enforcement Weapons**  Handgun and shotgun use, safety procedures and ammunition use are covered in lecture. Introduction includes weapons qualifications, chemical agents and use of aerosol subject resistance. Lab fee: $157.

CJO 0050  3.33 voc. crs.  
**Law Enforcement Defensive Tactics**  Unarmed defense, restraining and apprehending techniques are taught. Special emphasis on the "use of force" continuum. Restraining devices, impact weapons, pressure points and officer fitness are also covered.

CJO 0060  1.83 voc. crs.  
**Law Enforcement Patrol**  Addresses the daily skills and techniques needed by officers to perform patrol tactics and respond to the various types of calls that face today’s patrol officer.

CJO 0070  1.77 voc. crs.  
**Law Enforcement Investigations**  Includes all basic aspects of crime scene investigation encountered by today’s patrol officer. Techniques are developed from the initial observation methods through the preparation of the crime scene and preparation of the case for court.

CJO 0075  1.13 voc. crs.  
**Law Enforcement Investigating Offenses**  This course is designed to introduce the students to the process of investigating specific offenses including domestic violence, child abuse, elder abuse and death investigations.

CJO 0080  1.57 voc. crs.  
**Law Enforcement Traffic Stops**  This course introduces the student to the basic rules for conducting safe, effective traffic stops, handling unattended vehicles and determining the impairment of a driver.

CJO 0085  1.07 voc. crs.  
**Law Enforcement Traffic Crash Investigations**  This course introduces the student to traffic crash investigations, law pertaining to traffic crashes and procedures for responding to a traffic crash.

CJO 0090  1.80 voc. crs.  
**Tactical Applications in Law Enforcement**  This course teaches students skills that will enable them to effectively resolve situations involving rescues, bombs, explosives and crowd control.

CJL 2100  3 sem. hrs.  
**Criminal Law**  Study of the scope, purpose and the principles of criminal law with emphasis on constitutional law, the courts and Florida statutes. (Prerequisite: Appropriate placement scores or successful completion of college prep courses.)

CJL 2130  3 sem. hrs.  
**Criminal Evidence and Procedures**  The principles and mechanics of criminal procedures in the various courts of Florida including evidence, arrest, search and seizure and the rights of suspects. (Prerequisites: Appropriate placement scores or successful completion of college prep courses and CJL 2100.)

CLP 1000  3 sem. hrs.  
**Human Relations in the Workplace**  Designed to enhance effectiveness in the workplace through an emphasis on awareness of self and others communication techniques and interpersonal skills. Individualized Instruction. (Prerequisite: Appropriate placement scores or successful completion of college prep courses.) Lab fee: $5.

CLP 2001  3 sem. hrs.  
**Psychology of Adjustment**  An exploration of the process of personal and social growth. Emphasis is placed on increasing self-understanding and personal effectiveness. (Prerequisite: Appropriate placement scores or successful completion of college prep courses.)

CLP 2140  3 sem. hrs.  
**Abnormal Psychology**  A study of terminology, diagnostic categories and treatment methods of major types of psychological disturbances. (Prerequisite: Appropriate placement scores or successful completion of college prep courses.)

COP 1000  3 sem. hrs.  
**Principles of Computer Programming**  This course provides the beginning programmer with a guide to developing structured program logic and assumes no programming language experience. Programming concepts are presented together with program definition, algorithms, flow charts, debugging and documentation using Microsoft Visual Basic, and Visual Basic programming language. (Prerequisite: COP 1000 or permission of Computer Science chairperson. Corequisite: MAC 1105 or permission of Computer Science chairperson.) Lab fee: $20.

COP 1126  3 sem. hrs.  
**COBOL Programming I**  Design computer programs using algorithms and data structures common to “commercial” applications and code computer programs in standard COBOL language. (Prerequisite: COP 1000 or permission of Computer Science chairperson. Corequisite: MAC 1105 or permission of Computer Science chairperson.) Lab fee: $20.

COP 1612  3 sem. hrs.  
**Computer Operating Systems**  Current industry hardware system components, operating systems and user interfaces are studied. The fundamentals of hardware installation, software setup and system backup and maintenance emphasized. (Prerequisite: COP 1000 or permission of Computer Science chairperson.) Lab fee: $20.

COP 2001  3 sem. hrs.  
**Computer Programming II “C++”**  A continuation of Computer Programming I using “C.” Object-oriented programming concepts and fourth generation languages will be introduced and applied. (Prerequisite: COP 2220 course or permission of Computer Science chairperson.) Lab fee: $20.

COP 2010  3 sem. hrs.  
**Visual Basic Programming**  A first course in object-oriented programming using Microsoft Visual BASIC for Windows. Topics covered will be the programming environment and how to use it, use of programming values and variables, conditional statements and loops, modules and parameter passing and use of color and windows forms for communication with the user. (Prerequisite: COP 1000 or permission of Computer Science chairperson.) Lab fee: $20.

COP 2011  3 sem. hrs.  
**Advanced Visual Basic Programming**  The student applies the Visual Basic programming language to more advanced problems including accessing databases, creating custom controls and designing classes. The student designs, implements and documents computer programs using Microsoft's Visual Basic development environment. This course covers the competencies of the Visual Basic 6 Desktop Applications Exam (70-176) of the Microsoft Certified Solution
Course Descriptions

COP 2128  3 sem. hrs.
COBOL Programming II  Computer programming for file manipulation, interactive online processing, table processing and report preparation using sequential, relative and indexed files. (Prerequisite: COP 1126 and COP 2220 or permission of Computer Science chairperson.) Lab fee: $20.

COP 2220  3 sem. hrs.
Computer Programming I "C"  Hands-on study of "C" Programming language as applied to business and scientific applications. Course includes arrays, pointers, functions, I/O operations, data structures and operating system interaction. (Prerequisite: COP1000 or MAC1105) Class materials fee: $20.

COP 2337  3 sem. hrs.
Windows C++ Programming  The student applies the C++ programming and the Microsoft Foundation classes to create applications that run under the Microsoft Windows operating system. Topics include creating Windows applications, working with ActiveX controls and working with the document/view architecture. The student designs, implements and documents programs using Microsoft’s Visual C++ development environment. This course covers some of the competencies for the Microsoft Certified Solution Developer exam 70-016: Designing and Implementing Desktop Applications with Microsoft Visual C++ 6.0. (Prerequisite: COP 2001 or permission of Computer Science chairperson.) Lab fee: $20.

COP 2341  3 sem. Hrs
Introduction to Unix  This course introduces students to the UNIX Operating System and includes an overview of UNIX, simple commands, the vi Editor, file system, shell, communication, program development, shell programming and shell scripts. (Prerequisite: CET 1153C, or CGS 1060, or CGS 2100.) Class materials fee: $20.

COP 2510  3 sem. hrs.
Software Design and Development I  Analysis, design and development of computer system software including data structures, data representation, software implementation requirements and design and impact analysis. (Prerequisite: COP 2001 or COP 2010 or COP 2220 or COP 2800 or permission of Computer Science chairperson.) Lab fee: $20.

COP 2511  3 sem. hrs.
Software Design and Development II  Analysis, design and development of computer system software including object-oriented design software engineering, case study and laboratory project. (Prerequisite: COP 2510 or permission of Computer Science chairperson.) Lab fee: $20.

COP 2800  3 sem. hrs.
Computer Programming “Java”  The high-level computer language “JAVA” is used to solve business problems. Course includes programming basics, object-oriented programming, and graphical user interfaces with event-driven programming. (Prerequisite: CGS 1060 or CGS 2100 or CET 1153C and COP 1000 or permission of Computer Science chairperson.) Lab fee: $20.

COP 2831  3 sem. hrs.
Web Scripting  This course prepares students to understand the syntax and semantics of scripting programming languages such as JavaScript, Perl and basic concepts of VBscript. Students learn to write scripting language code, integrate the scripts into Web pages, and identify different uses and applications of scripts in Web sites and/or other multimedia projects. (Prerequisite or corequisite: CGS 2821.) Class materials fee: $20.

COP 2881  3 sem. hrs.
Advanced Java Programming  This course expands on the Java programming basics to explore advanced Java topics with emphasis on Java Programming Exam objectives for Level 1 certification. (Prerequisite: COP 2800.) Lab fee: $20.

COP 2905  1-4 sem. hrs.
Directed Study in Computer Programming  Independent individual or team studies, projects and practica in computer programming— design, construction, documentation and implementation—under the direction of the Computer Science faculty. Specific content to be arranged. May be repeated with change of content. (Prerequisite: Permission of Computer Science program manager.)

COP 2940  2 sem. hrs.
Computer Science Internship  Six hours per week of practical computer programming experience in a computer installation.

COP 2949  1-4 sem. hrs.
Cooperative Educational Experience in Computer Programming  (Prerequisite: 11 semester hours of approved Computer Science courses and permission of Computer Science program manager.)

COS 0080  8.0 voc. crs.
Cosmetology I  Orientation to the field of cosmetology. The student will use classroom and laboratory facilities to develop basic skills and techniques. Lab fee: $85.50.

COS 0081  8.0 voc. crs.
Cosmetology II  A continuation of basic skills and concept development. Introduction to principles and concepts of cosmetology. (Prerequisite: COS 0080.) Lab fee: $85.50.

COS 0082  8.0 voc. crs.
Cosmetology III  The student will acquire knowledge of the principles and concepts of cosmetology. Intermediate skills will be perfected on clients in the school-operated salon. (Prerequisites: COS 0080 and COS 0081.) Lab fee: $85.50.

COS 0083  8.0 voc. crs.
Cosmetology IV  The student will acquire knowledge of the principles of nail care, skin care and hair coloring. Skills will be perfected in the school-operated salon. (Prerequisites: COS 0080, COS 0081 and COS 0082.) Lab fee: $85.50.

COS 0084  8.0 voc. crs.
Cosmetology V  State Board preparation is emphasized. Theoretical knowledge and skills will be perfected to employment competency level. (Prerequisites: COS 0080, COS 0081, COS 0082 and COS 0083) Lab fee: $85.50.

CPO 2001  3 sem. hrs.
Comparative Government  An introduction to comparative political behavior, processes, institutions and public policy in selected industrial democracies, communist and former communist states and “third world” countries. This course meets the 3,000 word minimum Gordon Rule requirement. (Prerequisite or corequisite: ENC 1101.)
CRW 2100 3 sem. hrs.
Fiction Writing An introduction to the techniques of writing fiction. (Prerequisite: ENC 1102 or permission of chairperson.)

CSP 0010 8.0 voc. crs.
Nail Care Specialty – Cosmetology This course/program meets the requirements of the Florida State Board of Cosmetology to prepare the student for the State Board Examination in the area of nail technician. Lab fee: $30.

CTS 2180 4 sem. hrs.
Designing Windows Active Directory & Network Infrastructure Design a Microsoft Windows® directory services infrastructure in an enterprise network. Strategies are presented to assist the student in identifying the information technology needs of an organization, and then designing an Active Directory structure that meets those needs. MCP Exam 70-219, a core requirement for MCSE. (Prerequisite: CTS 2181 or permission of Computer Science chairperson.) Class materials fee: $50.

CTS 2181 4 sem. hrs.
Microsoft Windows Active Directory Services Implementation, administration and troubleshooting Windows Active Directory Services. Learn how to plan, create and maintain user and group accounts and profiles. Additional topics, such as DNS name resolution, zone, NTFS permissions and DFS will be discussed. MCP Exam 70-217, a core requirement for MCSE. (Prerequisite: CTS 2180 or permission of Computer Science chairperson.) Class materials fee: $50.

CTS 2300 4 sem. hrs.
Designing Windows Networks Design a Windows Network infrastructure using network services. Topics include protocols, IP routing, DHCP, DNS, WINS, NAT, Proxy server, RAS, VPN, RADIUS, monitoring, DFS and optimization. MCP Exam 70-221, a core requirement for MCSE. (Prerequisite: CTS 2301 or permission of Computer Science chairperson.) Class materials fee: $50.

CTS 2310 4 sem. hrs.
Designing Windows Network Security Design a security framework for small, medium and enterprise networks by using Microsoft Windows technologies. This course focuses on securing specific areas of the network. MCP Exam 70-220, a core requirement for MCSE. (Prerequisite: CTS 2311 or permission of Computer Science chairperson.) Class materials fee: $50.

CTS 2311 4 sem. hrs.
Linux Networking and Security This is an advanced course in the Linux operating system emphasizing installing, configuring and using Linux networking services. It also stresses securing the Linux OS in a networked environment. Topics include configuring and using basic networking connectivity, Linux clients, SNMP, mail lists and news servers, email servers, DNS servers, file sharing, FTP servers, NFS, Samba, cryptographic security, password security, file security, routing, firewalls, and intrusion detection. Previous experience with Linux installation and configuration is required. (Prerequisite: CTS 2321.) Class materials fee: $50.

CTS 2320 4 sem. hrs.
Implementing, Managing and Maintaining Windows Network Infrastructure Introduction to primary protocols and network services required to plan and design a Windows network infrastructure. Topics include TCP/IP, NWLink, DNS, WINS, WIN, DHCP, RAS, Network Monitor, IPSec, NAT and Certificate Services. Exam 70-216, a core requirement for MCSA and MCSE certifications. (Prerequisite: CTS 2810 or permission of Computer Science chairperson.) Class materials fee: $50.

CTS 2321 4 sem. hrs.
Linux System Administration This course is designed to teach students the skills they need to effectively administer the Linux operating system. The course includes Linux server installation, configuration, administration, networking services, security, system maintenance and troubleshooting tasks. Previous experience with computer hardware configuration, network services and network operating systems is required. (Prerequisite: CEN 2304.) Class materials fee: $50.

CTS 2350 4 sem. hrs.
Novell Manage Wise This course introduces ManageWise software that produces SNMP-compliant network monitoring and management capabilities for networks that comprise products from multiple vendors. (Prerequisite: CET 2758.) Class materials fee: $50.

CTS 2810 4 sem. hrs.
Managing and Maintaining a Windows Network Environment Manage a network infrastructure, services and resources to prepare for MCP Exam 70-218, a core requirement for MCSE certification and an elective for MCSE certification. (Prerequisite: CEN 2304 or permission of Computer Science chairperson.) Class materials fee: $50.

CTS 2850 4 sem. hrs.
Microsoft Exchange Server Implementation and Administration Install, configure, administer and troubleshoot Microsoft Exchange Server. Acquire the knowledge and skills required to perform day-to-day management of an Exchange Server organization. Prepare for MCSE Exam 70-224 an elective for Windows MCSE track. (Prerequisite: CTS 2810 or permission of Computer Science chairperson.) Class materials fee: $50.

DAA 1100 3 sem. hrs.
Modern Dance I Includes conditioning exercises and techniques that provide a vocabulary of movement to develop basic movement phrases and elements of composition. The use of improvisation will be introduced to develop a sense of individual accomplishment and skills.

DAA 1200 3 sem. hrs.
Classical Ballet I Provides a beginning level technique in the discipline of classical ballet.

DAA 1500 3 sem. hrs.
Beginning Jazz Dance Beginning level techniques and movement exploring a broad range of jazz dance. Elements of theater, lyrical and hip hop may be explored.

DAA 1520 3 sem. hrs.
Beginning Tap Dance Basic elements of tap dancing: shuffle, slap and ball change, including varied combinations of these and other elements. Tap notation and varied styles of tap explored.

DAA 2101 3 sem. hrs.
Modern Dance II Intermediate techniques and performance comprise the course. May be repeated twice for credit. (Prerequisite: DAA 1100 or permission of chairperson.)

DAA 2201 3 sem. hrs.
Classical Ballet II A continuation of Classical Ballet I. This course will provide an intermediate level in the discipline of
Chairside Assisting I
DEA 0020C 3.5 voc. crs.
Citizens. (Corequisite: DEA 0020C.)
ations for dental auxiliaries and an overview of the dental spe-
dental practice act, certification procedures, expanded func-
include ethics and jurisprudence, OSHA regulations, the state
major historical events in dentistry. Other areas of study

Chairside Assisting II
DEA 0851L 8.0 voc. crs.
Externship I Students are assigned to clinical facilities to

Musical Theater Dance The course will explore the history of
musical theater dance from the 1800s to the present time. Lec-
ture and dance techniques are an integral part of the course.
(Prerequisite: DAN 1100 or DAA 1100 or permis-
sion of chairperson.)

Orofacial Anatomy & Physiology Laboratory
DEH 1133L 1 sem. hr.
Orofacial Anatomy & Physiology Laboratory This course
provides the student an opportunity to examine tooth and root
morphology, occlusal relationships, stages of tooth develop-
ment, histological tooth structures and the embryonic develop-
ment of orofacial structures. The reproduction of the human
dentition is emphasized. (Prerequisites: BSC 1085C and BSC
1086C.)

Clinical Dental Hygiene I
DEH 1800 2 sem. hrs.
Clinical Dental Hygiene I This course is a continuation of
DEH 1003C Preclinical Dental Hygiene. Emphasis is on treat-
ment planning, nonsurgical periodontal therapy and dentinal
hypersensitivity. (Prerequisites: DEH 1003C and DES 1841.
Corequisite: DEH 1800L)

Cooperative Education Experience in Dance
DAN 2906 1-4 sem. hrs.
Directed Study in Dance
DAN 2949 1-4 sem. hrs.

Introduction to Dental Assisting
DEA 0000 1.0 voc. cr.
This course explores the major historical events in dentistry.
Other areas of study include ethics and jurisprudence, OSHA
regulations, the state dental practice act, certification procedures,
expanded functions for dental auxiliaries and an overview of the
dental specialties. (Corequisite: DEA 0020C.)

Biomedical Science
DEA 0130 2.0 voc. crs.
This course is an introduction to the fundamentals of anatomy
and physiology of the human body. Other areas of study include
histology, microbiology, pathology, oral pathology, pharmacology
and medical/dental emergencies. (Corequisites: DEA 0020C
and DES 0000C.)

DAA 2501 3 sem. hrs.
Intermediate Jazz Dance Secondary level technique in basic
movements of contemporary jazz dance. Primary emphasis is
placed on lyrical, percussive and contemporary styles of jazz
with improvisation choreography. May be repeated twice for
credit. (Prerequisite: DAA 1200 or permission of chairperson.)

Dance Composition The analysis of dance movement and vo-
cabulary related to the basic choreographic elements of space,
time and energy will be examined. Individual choreography is
an integral part of the course. (Prerequisite: DAA 1100 or permis-
sion of chairperson.)

Choreography and Dance Ensemble The creation, prepara-
tion and performance of original dance compositions. Students
participate in public performances as the DBCC Dance Ensemble.
May be repeated twice for credit.

Musical Theater Dance This course will explore the history of
musical theater dance from the 1800s to the present time. Le-
ture and dance techniques are an integral part of the course.
(Prerequisite: DAN 1100 or DAA 1100 or permission of chair-
person.)

Introduction to Dance Lecture-based dance appreciation
class. Extensive use of audio/visual materials which highlight
the development of contemporary dance in America.

Stretch and Placement This course will investigate dynamic
alignment principles as they relate to flexibility and movement
quality. Emphasis is placed on the anatomical and kinesio-
logical factors involved in movement and range of movement
exercises as they relate to any movement oriented skills.

Directed Study in Dance
DAN 2949 1-4 sem. hrs.

Orofacial Anatomy & Physiology
DEH 1133 2 sem. hrs.
Orofacial Anatomy & Physiology This course provides an in-
depth study of the human dentition and supporting structures.
Topics of study include anatomical landmarks of the oral cavi-
ty, tooth and root morphology, oral embryology, oral histology
and nomenclature. (Prerequisites: BSC 1085C and BSC
1086C.)

Musical Theater Dance
DAA 2540 3 sem. hrs.

Preclinical Dental Hygiene This course is designed to ac-
quire students with the basic principles of dental hygiene
practice. Lectures focus on diagnostic collection techniques, in-
strumentation and methods of infection control. (Prerequisites:
BSC 1085C and BSC 1086C.) Lab fee: $35.

DAN 1100 3 sem. hrs.

Musical Theater Dance
DAA 2501 3 sem. hrs.

Preclinical Dental Hygiene
DEH 1003C 4 sem. hrs.

Directed Study in Dance
DAN 2906 1-4 sem. hrs.

Orofacial Anatomy & Physiology
DEH 1133 2 sem. hrs.

Musical Theater Dance
DAA 2540 3 sem. hrs.

Preclinical Dental Hygiene
DEH 1003C 4 sem. hrs.

Directed Study in Dance
DAN 2906 1-4 sem. hrs.

Musical Theater Dance
DAA 2540 3 sem. hrs.

Preclinical Dental Hygiene
DEH 1003C 4 sem. hrs.

Directed Study in Dance
DAN 2906 1-4 sem. hrs.

Musical Theater Dance
DAA 2540 3 sem. hrs.

Preclinical Dental Hygiene
DEH 1003C 4 sem. hrs.

Directed Study in Dance
DAN 2906 1-4 sem. hrs.

Musical Theater Dance
DAA 2540 3 sem. hrs.

Preclinical Dental Hygiene
DEH 1003C 4 sem. hrs.

Directed Study in Dance
DAN 2906 1-4 sem. hrs.

Musical Theater Dance
DAA 2540 3 sem. hrs.

Preclinical Dental Hygiene
DEH 1003C 4 sem. hrs.

Directed Study in Dance
DAN 2906 1-4 sem. hrs.

Musical Theater Dance
DAA 2540 3 sem. hrs.

Preclinical Dental Hygiene
DEH 1003C 4 sem. hrs.

Directed Study in Dance
DAN 2906 1-4 sem. hrs.

Musical Theater Dance
DAA 2540 3 sem. hrs.

Preclinical Dental Hygiene
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DEH 1003C 4 sem. hrs.

Directed Study in Dance
DAN 2906 1-4 sem. hrs.

Musical Theater Dance
DAA 2540 3 sem. hrs.

Preclinical Dental Hygiene
DEH 1003C 4 sem. hrs.

Directed Study in Dance
DAN 2906 1-4 sem. hrs.

Musical Theater Dance
DAA 2540 3 sem. hrs.

Preclinical Dental Hygiene
DEH 1003C 4 sem. hrs.

Directed Study in Dance
DAN 2906 1-4 sem. hrs.

Musical Theater Dance
DAA 2540 3 sem. hrs.

Preclinical Dental Hygiene
DEH 1003C 4 sem. hrs.

Directed Study in Dance
DAN 2906 1-4 sem. hrs.

Musical Theater Dance
DAA 2540 3 sem. hrs.
DEH 1802 2 sem. hrs. Clinical Dental Hygiene II This course is a continuation of the practical application of the competencies and skills acquired in DEH 1800 Clinical Dental Hygiene I. Topics include ultrasonic instrumentation, air polishing, plaque indices and scoring methods, cosmetic whitening and intraoral photographic imaging. (Prerequisites: DEH 1800 and DEH 1800L. Corequisite: DEH 1802L)

DEH 1802L 2 sem. hrs. Dental Hygiene Clinic II This course focuses on the refinement of basic skills pertaining to dental hygiene practice. (Prerequisites: DEH 1800 and DEH 1800L. Corequisite: DEH 1802L) Lab fee: $80.

DEH 2300 2 sem. hrs. Pharmacology and Pain Control This course is a comprehensive study of drugs and anesthetics used in the treatment of dental diseases. Special emphasis is given to the principles and techniques of pain control as it relates to the field of dentistry. (Prerequisites: CHM 1025 and BSC 1086C.)

DEH 2400 2 sem. hrs. General and Oral Pathology This course is a study of the etiology, clinical manifestations, prognosis and treatment of periodontal disease. Periodontal examinations, treatment planning and the dental hygienist’s role in periodontal therapy are emphasized. (Prerequisites: BSC 1086C and DEH 2602.)

DEH 2602 3 sem. hrs. Periodontology This course is a study of the etiology, clinical manifestations, prognosis and treatment of periodontal disease. Periodontal examinations, treatment planning and the dental hygienist’s role in periodontal therapy are emphasized. (Prerequisites: DEH 1003C and DES 1841.)

DEH 2702 3 sem. hrs. Community Dental Health This course covers the philosophy as well as the practice of community and public health dentistry. The study of statistical analysis, research methodology, epidemiology of dental disease and the role of the dental hygienist in the community are emphasized. Students are required to design and implement oral health education projects for community groups. (Prerequisites: DEH 2804 and DEH 2602.)

DEH 2804 2 sem. hrs. Clinical Dental Hygiene III This course is a continuation of DEH 1802. Clinical Dental Hygiene II. Lectures focus on applied techniques for patients with special needs. (Prerequisites: DEH 1802 and DEH 1802L. Corequisite: DEH 2804L)

DEH 2804L 3 sem. hrs. Dental Hygiene Clinic III This course emphasizes the utilization of advanced dental hygiene skills, expanded functions and periodontal therapy. (Prerequisites: DEH 1802 and DEH 1802L. Corequisite: DEH 2804.) Lab fee: $88.

DEH 2806 2 sem. hrs. Clinical Dental Hygiene IV This course is a continuation of DEH 2804. Clinical Dental Hygiene III. Lectures focus on ethics, jurisprudence and legal concerns which are relevant to clinical practice. Emphasis is on review of case studies. (Prerequisites: DEH 2804 and DEH 2804L. Corequisite: DEH 2806L)

DEH 2806L 3 sem. hrs. Dental Hygiene Clinic IV This course provides further proficiency of clinical skills and refinement of assessment capabilities in preparation for licensure and clinical practice. (Prerequisites: DEH 2804 and DEH 2804L. Corequisite: DEH 2806.) Lab fee: $88.

DEP 2004 3 sem. hrs. Developmental Psychology A study of the various aspects of normal human development, equally emphasizing tasks, changes and adjustments that occur in each stage of the life span. This course meets the 3,000 word minimum Gordon Rule requirement. (Prerequisite or Corequisite: ENC 1101.)

DEP 2481 3 sem. hrs. Death & Dying: Life & Living An exploration of the meanings, human experiences and dilemmas associated with life and death in the twentieth century. Lecture/discussion method. (Prerequisite: Appropriate placement scores or successful completion of college prep courses.)

DEP 2949 1-4 sem. hrs. Cooperative Education Experience in Developmental Psychology

DES 0000C 1.0 voc. crs. Dental Anatomy & Physiology This course is an in-depth study of the human dentition and supporting structures. Other areas of study include dental terminology, occlusal relationships, oral history and embryology as well as head and neck anatomy. (Corequisites: DEA 0020C and DEA 0130.)

DES 0100C 3.0 voc. crs. Dental Materials and Laboratory Procedures This course is designed to acquaint the student with the physical and chemical properties of materials used in dental practice. Instruction and practice in the manipulation of materials and minor laboratory procedures is emphasized. (Corequisites: DES 0000C and DES 0000C.) Lab fee: $40.

DES 0210C 3.0 voc. crs. Dental Radiology This course is a study of the theories and principles of dental radiology. The following areas will be covered: history of X-ray development, radiation physics, radiographic anatomy, processing techniques, radiation hygiene and safety, X-ray equipment and radiographic techniques. Emphasis is placed on the interpretation, placement, exposing, processing and mounting of X-ray films during laboratory sessions. (Corequisites: DEA 0020C and DES 0000C.) Lab fee: $85.

DES 0502 1.0 voc. crs. Practice Management This course instructs the student in the methods of maintaining dental office records. Other areas of study include bookkeeping, dental insurance, telephone communication, patient management, recall systems, appointment control, written and oral communications, inventory systems and supply ordering. (Prerequisites: DEA 0020C and DEA 0000.)

DES 0840 1.0 voc. crs. Preventive Dentistry and Nutrition This course is a study of the mechanisms employed to avert or intercept dental disease and the conditions that tend to destroy oral structures. Students are also given the opportunity to study the utilization of food derivatives in the maintenance and repair of body and oral tissues. Emphasis is placed on dietary considerations for the dental patient. (Prerequisites: DEA 0020C and DES 0000C.)
<table>
<thead>
<tr>
<th>Course Code</th>
<th>Credits</th>
<th>Course Name</th>
<th>Description</th>
<th>Prerequisites</th>
<th>Lab Fee</th>
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<tbody>
<tr>
<td>DES 1120C</td>
<td>3</td>
<td>Elements of Dental Materials</td>
<td>This course introduces the student to the physical and chemical properties of materials used in dental practice. Instruction and practice in the manipulation of materials and minor laboratory procedures are emphasized during laboratory sessions. (Prerequisites: CHM 1025 and DES 2830L.) Lab fee: $50.</td>
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<tr>
<td>DES 1200C</td>
<td>3</td>
<td>Dental Radiography</td>
<td>This course provides students with the fundamental background and theory for the safe and effective use of X-ray radiation. Laboratory sessions emphasize the placement, exposing, processing, mounting and interpretation of dental radiographs. (Prerequisites: CHM 1025 and BSC 1086C.) Lab fee: $50.</td>
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<tr>
<td>DES 1841</td>
<td>2</td>
<td>Preventive Dentistry</td>
<td>This course is designed to introduce the student to the practice and philosophy of preventive dentistry. Methods of plaque control, tooth deposits and stains, dental caries, fluorides, oral physiotherapy, interdental care and oral health care products are emphasized. (Prerequisites: BSC 1085C and BSC 1086C.)</td>
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<tr>
<td>DES 2010</td>
<td>2</td>
<td>Head and Neck Anatomy</td>
<td>This course is an in-depth study of the anatomy of the head and neck region. The skeletal, muscular, nervous, lymphatic and circulatory systems are emphasized. (Prerequisites: DEH 1133 and DEH 1133L.)</td>
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<tr>
<td>DES 2600</td>
<td>1</td>
<td>Medical and Dental Emergencies</td>
<td>This course is designed to provide students with information on the signs, symptoms, treatment and equipment that is necessary to render care for common emergencies that can occur in the dental office. (Prerequisites: DEH 1802 and BSC 1086C.)</td>
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<tr>
<td>DES 2830L</td>
<td>1</td>
<td>Expanded Functions for the Dental Hygienist</td>
<td>This course provides students with didactic information and the laboratory experience to perform expanded functions that are permitted by the Florida State Practice Act. (Prerequisites: DEH 1003C and DEH 1133.) Lab fee: $36.</td>
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<tr>
<td>EAP 0200</td>
<td>4</td>
<td>Speech/Listening - Level II</td>
<td>A high-beginning academic English language course that continues to develop the student’s ability to understand frequently used words in oral contexts and appropriately respond to simple phrases and questions. (Prerequisite: Permission of chairperson.) Lab fee: $10.</td>
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<tr>
<td>EAP 0220</td>
<td>4</td>
<td>Reading - Level II</td>
<td>A high-beginning academic English language course that continues to develop the student’s ability to comprehend text appropriate to the level with emphasis on developing reading skills and vocabulary. (Prerequisite: Permission of chairperson.) Lab fee: $10.</td>
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<tr>
<td>EAP 0240</td>
<td>4</td>
<td>Writing - Level II</td>
<td>A high-beginning academic English language course designed to continue the development of the student’s writing skills in the context of guided discourse on personal topics with an emphasis on logical thought and mechanics. (Prerequisite: Permission of chairperson.) Lab fee: $10.</td>
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<tr>
<td>EAP 0260</td>
<td>4</td>
<td>Grammar - Level II</td>
<td>A high-beginning academic English language course designed to continue the development of the student’s control of basic grammatical structures and of statements/question patterns. (Prerequisite: Permission of chairperson.) Lab fee: $10.</td>
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<tr>
<td>EAP 0300</td>
<td>4</td>
<td>Speech/Listening - Level III</td>
<td>A low-intermediate academic English language course designed to continue the development of the student’s speaking and listening skills necessary for participating in classroom discussions with an emphasis on clarification through re-wording and asking questions. (Prerequisite: EAP 0200 or permission of chairperson.) Lab fee: $10.</td>
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<tr>
<td>EAP 0320</td>
<td>4</td>
<td>Reading - Level III</td>
<td>A low-intermediate academic English language course designed to continue the development of the student’s ability to read text on familiar and basic academic topics with an emphasis on vocabulary expansion and application of critical reading skills. (Prerequisite: EAP 0220 or permission of chairperson.) Lab fee: $10.</td>
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<tr>
<td>EAP 0340</td>
<td>4</td>
<td>Writing - Level III</td>
<td>A low-intermediate academic English language course designed to continue the development of the student’s ability to write basic, structured academic paragraphs on familiar topics and execute other academic writing tasks. (Prerequisite: EAP 0240 or permission of chairperson.) Lab fee: $10.</td>
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<tr>
<td>EAP 0360</td>
<td>4</td>
<td>Grammar - Level III</td>
<td>A low-intermediate academic English language course designed to continue the development of the student’s ability to use intermediate-level grammatical structures appropriate to classroom discussion and the writing of academic paragraphs with an emphasis on increased accuracy. (Prerequisite: EAP 0260 or permission of chairperson.) Lab fee: $10.</td>
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<tr>
<td>EAP 0400</td>
<td>4</td>
<td>Speech/Listening - Level IV</td>
<td>A high-intermediate academic English language course designed to continue the development of the student’s speaking and listening skills necessary for participation in classroom discussions. Introduction to oral presentation and critical listening skills is emphasized. (Prerequisite: EAP 0300 or permission of chairperson.) Lab fee: $10.</td>
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<tr>
<td>EAP 0420</td>
<td>4</td>
<td>Reading - Level IV</td>
<td>A high-intermediate academic English language course designed to continue the development of the student’s academic and critical reading skills through the use of contemporary and literary reading texts. (Prerequisite: EAP 0320 or permission of chairperson.) Lab fee: $5.</td>
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<tr>
<td>EAP 0440</td>
<td>4</td>
<td>Writing - Level IV</td>
<td>A high-intermediate academic English language course designed to continue the development of the student’s ability to write more sophisticated, structured academic paragraphs in various rhetorical modes and execute other academic writing tasks. (Prerequisite: EAP 0340 or permission of chairperson.) Lab fee: $10.</td>
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<tr>
<td>EAP 0460</td>
<td>4</td>
<td>Grammar - Level IV</td>
<td>A high-intermediate academic English language course designed to continue the development of the student’s ability to apply intermediate level grammatical structures to academic paragraph writing and fluency necessary for classroom discussion and oral presentation. (Prerequisite: EAP 0360 or permission of chairperson.) Lab fee: $10.</td>
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</table>
EAP 1500 4 college prep. crs.
Speech/Listening - Level V An advanced academic English language course designed to continue the development of the student's communication, organization and pronunciation skills necessary for effective academic presentation. Instruction includes lecture note-taking practice. (Prerequisite: EAP 0400 or permission of chairperson.) Lab fee: $10.

EAP 1520 4 college prep. crs.
Reading - Level V An advanced academic English language course designed to continue the development of the student's ability to comprehend longer texts on diverse academic topics by applying appropriate reading strategies. (Prerequisite: EAP 0420 or permission of chairperson.) Lab fee: $10.

EAP 1540 4 college prep. crs.
Writing - Level V An advanced academic English language course designed to continue the development of the student's ability to write structured academic essays with an emphasis on accuracy, clarity and cohesiveness and execute other academic writing tasks. (Prerequisite: EAP 0440 or permission of chairperson.) Lab fee: $10.

EAP 1560 4 college prep. crs.
Grammar - Level V An advanced academic English language course designed to continue the development of the student's ability to use complex grammatical structures appropriate for effective academic presentations, discussions and essays. (Prerequisite: EAP 0460 or permission of chairperson.) Lab fee: $10.

EAP 1580 4 college prep. crs.
Combined Skills Class - Level V This elective course is intended for high-intermediate to advanced ESL students. It is designed to prepare students for the Test of English as a Foreign Language (TOEFL). Students will become familiarized with the format and style of the TOEFL. This comprehensive course focuses on the skills measured by the TOEFL including listening, structure, written expression and reading comprehension. (Prerequisite: Permission of chairperson.) Lab fee: $10.

EAP 1581 3 college prep. crs.
Business English For Non-native Speakers This course introduces high-intermediate and advanced non-native English speakers to business practices, decorum and terminology used in United States businesses. Students will be prepared to take the Test of English for International Communication (TOEIC). (Prerequisite: Permission of chairperson.) Lab fee: $10.

EAP 1620 4 sem. hrs.
English for Non-Native Speakers: Reading Level VI An advanced English language course for non-native speakers to develop the ability to comprehend and interpret authentic college-level texts in content areas by applying appropriate reading strategies. (Prerequisite: DBCC TOEFL score, unless TOEFL exempt; appropriate placement scores or successful completion of college prep courses.) This course does not fulfill ENC 1101 requirements. Lab fee: $10.

EAP 1640 4 sem. hrs.
English for Non-native Speakers: Writing Level VI An advanced English language course for non-native speakers to develop the ability to write a variety of college-level essays with sophistication, fluency and accuracy and execute other academic writing tasks. (Prerequisites: DBCC TOEFL score, unless TOEFL exempt; appropriate placement scores or successful completion of college prep courses.) This course does not fulfill ENC 1101 requirements. Lab fee: $10.

EAP 1660 4 sem. hrs.
Principles of Micro Economics An introduction to the fundamental principles and concepts of individual, business and government including supply and demand, taxation price supports plus analysis of labor, income distribution, politics, health care and anti-trust. This course meets the 3,000 word minimum Gordon Rule requirements. (Prerequisite or Corequisite: ENC 1101.)

EAP 2035 3 sem. hrs.
Active Learning Through Structured Cooperative Learning Establishes the foundations for incorporating the instructional method of active learning through structured cooperative learning.

EAP 2060 3 sem. hrs.
History of Education in the USA The historical development of American education including contributions, conflicts and changes in educational thought. (Prerequisite: Appropriate placement scores or successful completion of college prep courses.)

ECT 1005 1-4 sem. hrs.
Directed Study in Economics (Prerequisite: Appropriate placement scores or successful completion of college prep courses.)

ECT 1049 1-4 sem. hrs.
Cooperative Education Experience in Economics (Prerequisite: Appropriate placement scores or successful completion of college prep courses.)

ECT 2030 3 sem. hrs.
Effective Classroom Management Basic principles relating to classroom management, student discipline, use of reward systems and the role of the teacher in relation to faculty and staff. (Prerequisite: Appropriate placement scores or successful completion of college prep courses.)

ECT 2035 3 sem. hrs.
Active Learning Through Structured Cooperative Learning Establishes the foundations for incorporating the instructional method of active learning through structured cooperative learning.

ECT 2060 3 sem. hrs.
History of Education in the USA The historical development of American education including contributions, conflicts and changes in educational thought. (Prerequisite: Appropriate placement scores or successful completion of college prep courses.)

ECT 2949 1-4 sem. hrs.
Cooperative Education Experience in Education

ECT 2905 1-4 sem. hrs.
Directed Study in Education (Prerequisite: Appropriate placement scores or successful completion of college prep courses.)
EDG 2949 1-4 sem. hrs. Cooperative Education Experience in Education

EDP 2002 3 sem. hrs. Educational Psychology Application of psychological principles to the educational process and the effect of intelligence factors, environment, emotions and motivation on learning. Lecture and discussion method. (Prerequisite: Appropriate placement scores or successful completion of college prep courses.)

EEC 2401 2 sem. hrs. Home, School and Community Designed for students to become acquainted with the dynamics of the relationships of home, school and community in early childhood education.

EEC 2523 3 sem. hrs. Leadership and Management of Child Care Programs This course is designed to study and develop competencies in the administrator’s leadership role in the organizational structure of a child care center. This course is intended to meet one of the course requirements of the Advanced Level Child Care and Education Administrator Credential as defined by the state of Florida.

EEC 2725 3 sem. hrs. Child Care Center Financial and Legal Issues This course is designed to study and develop competencies in Financial and Legal Issues in child care programs. This course is intended to meet one of the course requirements of the Advanced Level Child Care and Education Administrator Credentials as defined by the state of Florida.

EET 1011C 3 sem. hrs. Introduction to DC Circuits and Lab An introduction to the basic concepts of electricity and magnetism. Emphasis is placed on resistance, capacitance and inductance as basic circuit components. (Corequisite: MAC 1105.) Lab fee: $15.

EET 1021C 3 sem. hrs. Introduction to AC Circuits and Lab An introduction to the basic concepts of alternating voltage and current. Emphasis is placed on resistance, capacitance and inductance as basic AC circuit components. (Prerequisite: EET 1011C.) Lab fee: $15.

EET 1036C 6 sem. hrs. Introduction to DC/AC Circuits and Lab An introduction to the basic concepts of electricity and magnetism. Emphasis is placed on resistance, capacitance and inductance as basic circuit components. Note: EET 1011C and EET 1021C sequence can be substituted for EET 1036C. (Corequisite: MAC 1105.) Lab fee: $20.

EET 1141C 4 sem. hrs. Analog Devices and Circuits I Introduces the concepts of circuit simplification via idealizations, approximations and an overview of semiconductor devices and their electrical properties. Emphasis is placed on circuit analysis. (Prerequisite: EET 1036C or EET 1011C and EET 1021C.) Lab fee: $20.

EET 1607C 3 sem. hrs. Electronics Assembly and Cabling A course involving shop environment learning, including soldering and desoldering techniques, reading of schematics, component recognition, SMT (Surface Mount Technology), circuit board rework and repair, computer network wiring and final testing and troubleshooting techniques. Lab fee: $20.

EET 2142C 4 sem. hrs. Analog Circuits and Basic Analog Communications Circuits covered are more complex in applications. Includes FET circuitry, amplitude/phase shift response of transistor circuits, integrated circuits and negative and positive feedback circuits. (Prerequisite: EET 1141C.) Lab fee: $20.

EET 2326C 4 sem. hrs. Wireless Communications A comprehensive study of electronic communication systems, including topics in AM/FM radio, television waves, antennas, wave propagation, microwave techniques and other broadcast technologies. (Prerequisite: EET 2142C.) Lab fee: $20.

EET 2905 1-4 sem. hrs. Directed Study in Electronics

EET 2949 1-4 sem. hrs. Cooperative Education Experience in Electronics

EEV 0532C 4.0 voc. crs. Computer Assembly and Set-Up This course covers an introduction to computer hardware and software identification and configuration. Board-level PC assembly and the installation of operating systems and applications software is included. Prepares students for the Core A+ Exam. Lab fee: $20.

EEV 0539C 5.0 voc. crs. Computer Repair Training This internship course offers practical experience in customer service and computer repair in an industrial setting. This course is offered to students in the last semester of the Computer Support Specialist certificate program.

EEV 0552C 4.0 voc. crs. Networking for Technicians This course introduces students to Internet research, basic Internet page construction and local area networks. It prepares the student to pass the Network Plus (+) certification exam. (Prerequisites: CET 1153C and EEV 0532C.) Lab fee: $20.

EEV 0565C 4.0 voc. crs. Hardware/Software Troubleshooting This course is designed to present the troubleshooting method and provide an opportunity to use this method in diagnosing and repairing computer system problems. Hands-on instruction is included in using diagnostic software and test equipment to solve hardware/software problems. Prepares students for the Windows operating systems A+ Exam. (Prerequisites: CET 1153C, EEV 0532C and EEV 0612C.) Lab fee: $20.

EEV 0612C 4.0 voc. crs. Digital/Analog An introduction to analog and digital electronics for computer service technicians. Topics include basic digital logic, fundamentals of electronics, technical math, flow charts, microprocessors, active analog and digital communications. Lab fee: $20.

EEX 1600 2 sem. hrs. Classroom Management (Early Childhood) Course designed to acquaint the student with factors that influence learning and behavior and with strategies for changing behavior. Lab fee: $5.

EEX 2010 3 sem. hrs. Introduction to Exceptional Education This course provides an introduction to exceptional education and includes basic information on etiology and characteristics as well as the programs and services provided to this population. (Prerequisite: EDF 1005 or permission of chairperson.) Lab fee: $5.
EEX 2080 3 sem. hrs.
Teaching the Exceptional Learner This course provides students with strategies and methods to teach learners with special needs.

EGS 1000 3 sem. hrs.
Professional Performance for Technicians Introduction to professional training activities related to organizations including interpersonal relationships, problem solving, goal settings, ethics, policy and procedures, personal development and organizational structures and cultures. Lab fee: $10.

EGS 1110C 3 sem. hrs.
Engineering Drawing Drawing, lettering, dimensioning and geometric constructions; orthographic, isometric and oblique projections and drawings; sketching and working and assembly drawings. Two-hour lecture, two-hour laboratory.

EGS 2560 1 sem. hr.
Technical Ethics This course is designed to make the student aware of the ethical responsibilities associated with extensive technical knowledge. Topics to be explored include electronic privacy intrusion, proprietary product knowledge and unclear or untried legislation regarding technical capabilities.

EGS 2905 1-4 sem. hrs.
Directed Study in Engineering

EHD 1400 3 sem. hrs.
Introduction to Interpreting This course is an introduction to the basic theories, guidelines, principles and practices of interpreting, including the role of the interpreter, professional behavior and the ethics of interpreting. (Prerequisites: SPA 2613 and SPA 2613L)

EHD 1402 3 sem. hrs.
Educational Interpreting Introduces the intermediate level interpreter training student to the sign systems and processes used in secondary and postsecondary educational settings. (Prerequisites: EHD 1400 and EHD 1930)

EHD 1404 3 sem. hrs.
Introduction to Transliterating This course is designed to provide skill development for expressive and receptive transliterating of manually coded sign systems used primarily in educational settings. Students will practice from audio taped, video taped and live material and will learn the techniques of self-assessment through video taping. (Prerequisites: SPA 2615, SPA 2615L and EHD 1400)

EHD 1930 3 sem. hrs.
Ethics and Application of Interpreting Special topics, including business practices, professional conduct and the role of the interpreter during employment are emphasized. (Prerequisites: SPA 2613 and SPA 2613L)

EHD 1941 3 sem. hrs.
Externship Practicum I This course provides the intermediate level interpreting student observes the interpreting process in various professional work situations. Students will schedule a series of individual and group observations and discuss their practicum experiences. (Prerequisite: EHD 1402. Corequisite: EHD 1930.) Lab fee: $12.

EHD 2000 3 sem. hrs.
Orientation to Deafness An introduction and orientation to the educational, communication, social, vocational, psychological and legal aspects of deafness; the impact of deafness on the individual and family; and social patterns of the deaf community. (Prerequisites: SPA 2613 and SPA 2613L)

EHD 2401 3 sem. hrs.
Beginning Receptive Voicing This course will introduce students to the process of Sign-to-Voice Interpreting. Students will practice from audio taped, video taped and live material and will learn the techniques of self-assessment through video taping. (Prerequisites: SPA 2613, SPA 2613L and EHD 1400.) Lab fee: $10.

EHD 2406 3 sem. hrs.
Receptive Voicing This course studies and practices interpreting a signed message from American Sign Language to a hearing or hard of hearing person through voice, and the transliteration from a Signed English message to a hearing impaired person through voice. (Prerequisites: EHD 1400 and EHD 2401.) Lab fee: $10.

EHD 2407 3 sem. hrs.
Advanced Receptive Voicing Designed to strengthen the skills of advanced level students in accurate interpreting from a signed message to a voiced English translation. (Prerequisite: EHD 2406.) Lab fee: $10.

EHD 2991* 3 sem. hrs.
Receptive Signing This course is the study and practice of the interpretation of a spoken message, from English to American Sign Language, for hearing, hard of hearing and deaf individuals; and the study of transliteration, from a spoken message to Signed English, for hearing, hard of hearing and deaf individuals. (Prerequisite: EHD 1400.)

EHD 2992* 3 sem. hrs.
Advanced Receptive Signing This course is designed to strengthen the skills of advanced level students in accurate interpreting from a voiced message to a Signed ASL or English translation in realistic interpreting situations. (Prerequisite: EHD 2991.)

*Pending assigned course number.

EME 2040 3 sem. hrs.
Introduction to Educational Technology A practical course in computer-assisted educational research, curriculum development and instruction for the multimedia classroom. (Prerequisite: EDF 1005 or permission of chairperson.) Lab fee: $5.

EMS 0068C 6.93 voc. crs.
Dispatcher, Police, Fire and Ambulance This course prepares students for employment as a dispatcher in various public safety settings such as police fire and ambulance service. Students will learn standard telecommunication operating procedures and computer equipment operation.

EMS 0069 .80 Voc. crs.
Emergency Medical Dispatcher This course provides the instruction and skills practice sufficient to achieve Emergency Medical Dispatcher certification eligibility. Medical terms, legal aspects and emergency medical procedures are emphasized. (Prerequisite: EMS 0068C.)

EMS 1119 7 sem. hrs.
Emergency Medical Technician I Emphasizes basic life support skills necessary to work as an Emergency Medical Technician. Skills include assessment and pre-hospital care of the sick and injured. This course prepares the student for state
licensure and the paramedic curriculum. (Corequisites: EMS 1401L and EMS 1431.)

EMS 1401L 2 sem. hrs.
Emergency Medical Technician I Lab This course is designed to develop skills necessary for state licensing and employment as an Emergency Medical Technician. It emphasizes practical application of pre-hospital emergency care procedures in EMS 1119. (Corequisites: EMS 1119 and EMS 1431.) Lab fee: $125.

EMS 1431 2 sem. Hrs.
Emergency Medical Technician Clinical This course is designed to fuse the theory learned in lecture and skills learned in lab while participating as part of the Emergency Medical Services (EMS) team in the pre-hospital and hospital settings. Students will participate in clinical rotations in an Emergency Department and on-board and Advanced Life Support (ALS) ambulance. (Corequisites: EMS 1119 and EMS 1401L)

EMS 2010 3 sem. Hrs.
EMS Anatomy and Physiology This course is designed specifically for the student desiring to enter the paramedic program. Structure and function of the integumentary, skeletal, muscular, nervous, respiratory, circulatory, digestive, urinary, endocrine and reproductive systems of the human body. The course also covers basic cytology and histology.

EMS 2603 7 sem. hrs.
Paramedic I The Paramedic is a certified allied health provider qualified in advanced life support. Skills and knowledge include recognition, assessment and management of the acutely ill or injured patient. This course serves as the building block to prepare the candidate with the necessary background information and basic cognitive knowledge to successfully complete the Paramedic program. (Prerequisite: BSC 1085C or EMS 2010. Corequisites: EMS 2603L and EMS 2606.)

EMS 2603L 3 sem. hrs.
Paramedic I Lab Practical application of the didactic and laboratory instruction received in EMS 2603 to include advanced patient assessment, airway management, clinical decisions, communications and documentation. (Prerequisite: BSC 1085C or EMS 2010. Corequisites: EMS 2603 and EMS 2606.) Lab fee: $150.

EMS 2604 8 sem. hrs.
Paramedic II This course emphasizes the recognition and advanced pre-hospital care of the traumatically injured patient and the patient presenting with a medical emergencies related to respiratory, cardiovascular, neurological, endocrine, gastrointestinal, renal or urologic, toxic exposure, environmental, behavioral, gynecologic and obstetric pathologies. (Prerequisites: EMS 2603, EMS 2603L and EMS 2666. Corequisites: EMS 2604L and EMS 2667.)

EMS 2604L 3 sem. hrs.
Paramedic II Lab Practical application of the didactic and laboratory instruction received in EMS 2604 to include advanced patient assessment, clinical decisions, communications, and documentation. (Prerequisites: EMS 2603, EMS 2603L and EMS 2666. Corequisites: EMS 2604 and EMS 2667.) Lab fee: $100.

EMS 2605 5 sem. hrs.
Paramedic III This course presents information on the pathophysiologic principles and assessment findings of patients with special needs and integrates assessment-based manage-
through drill and practice in writing. Required for students scoring below minimum score on placement test. (ENC 0001 cannot be used toward AA, AAS or AS degree requirements.) Lab fee: $5. NOTE: Computer-assisted sections have $10 materials fee.

ENC 0002 4 college prep. crs.  
Writing II Continuation of ENC 0001 Designed for students who need additional time and experience that will enable them to progress toward college-level courses. (ENC 0002 cannot be used toward AA, AAS or AS degree requirements.) (Prerequisite: ENC 0001.) Lab fee: $5.

ENC 0003 4 college prep. crs.  
Writing III Continuation of ENC 0002 Designed to assist students in developing fluency in written expression. The course focuses on developing the student’s ability to express ideas in clear, logical paragraphs, using standard English combined with a planned program of advising and counseling. (ENC 0003 cannot be used toward AA, AAS or AS degree requirements.) (Prerequisite: ENC 0002.) Lab fee: $5.

ENC 0030 1.5 voc. crs.  
Communications in the Workplace Designed for certificate students. Stresses technical writing. The preparation of oral and written job reports, basic English skills and other related areas. (ENC 0030 cannot be used toward AA, AAS or AS degree requirements.) Lab fee: $5.

ENC 1101 3 sem. hrs.  
College Composition Designed to develop skills in expressive, expository and persuasive writing, theme construction and style. This course meets the 6,000 word minimum Gordon Rule requirement. (Prerequisite: Appropriate placement scores or successful completion of college prep courses.) Lab fee: $5. NOTE: Computer-assisted sections have $10 materials fee. TV sections have $4 materials fee.

ENC 1102 3 sem. hrs.  
Literature and Composition An introduction to the study of literature, together with the development of writing and research skills. This course meets the 6,000 word minimum Gordon Rule requirement. (Prerequisite: ENC 1101 or ENS 1441.) Lab fee: $5. NOTE: Computer-assisted sections have $10 materials fee. TV sections have $4 materials fee.

ENC 1200 3 sem. hrs.  
Business English Designed as a systematic review of English grammar, usage, mechanics, vocabulary development and spelling as they are used in business. A special emphasis on business terminology, practices and written correspondence. Lab fee: $5.

ENC 2210 3 sem. hrs.  
Report Writing Principles and techniques for presenting technical and job related information, including primary research, graphically as well as in clear, concise written form. (Prerequisite: ENC 1101 or permission of chairperson.) Computer-assisted sections have $10 materials fee.

ENC 2302 3 sem. hrs.  
Article Writing Designed for analysis and writing of expository, descriptive and narrative articles on subjects of contemporary interest. Emphasis is placed on individual creativity and research. (Prerequisite: ENC 1101 or permission of chairperson.)

ENG 2905 1-4 sem. hrs.  
Directed Study in English (Prerequisite: Appropriate placement scores or successful completion of college prep courses.)
and depreciation; work cycles and productivity analysis; soil compaction and densification. (Prerequisite: MTB 1348 or MAC 1105.)

**ETC 2250C** 3 sem. hrs.
**Properties of Materials**  
Mechanicals and physical properties and fabrication of common engineering materials. Standard testing methods and general use in construction. ASTM and AASHTO Specifications and ACI Codes are analyzed and applied in testing several materials, such as steel, copper, aluminum, plastics, mineral aggregates, fresh and hardened concrete, asphalt and soils. (Prerequisites: MTB 1348 or MAC 1114 concurrent and FSC 1121 concurrent) Lab fee: $15.

**ETC 2410** 3 sem. hrs.
**Structural Design I**  
Basic methods of Structural Analysis and Design including thermal effects, poisson ratio, torsion in circular sections, shear and bending moment diagrams, design of steel beams, deflections of beams, columns and buckling, bolted and welded connections, timber design and reinforced concrete design of slabs, beams and columns. (Prerequisite: ETC 2250C.)

**ETC 2451C** 3 sem. hrs.
**Concrete Construction**  
Materials for concrete: properties & quality control; admixtures; mix design, production, transportation, placement, consolidation and curing. Properties of fresh and hardened concrete. Form design and fabrication. Concrete applications: buildings, pavements, mass concrete, pre-cast, pre-stressed, post-tensioned and roller compacted concrete. High strength concrete; warm and cold weather operations. (Prerequisite: ETC 2250C) Lab fee: $15.

**ETD 2218** 3 sem. hrs.
**Geometric Tolerancing**  
An introductory course in dimensioning and tolerancing using the Geo-Metric method nationally accepted per ANSI Y14.5. (Prerequisite: EGS 1110C)

**ETD 2320C** 3 sem. hrs.
**Computer Aided Drafting I (AutoCAD)**  
A first course in computer aided drafting covering equipment, drawing setup, creating geometry, use of text, dimensioning, plotting and file management. (Prerequisite or Corequisite: EGS 1110C or BCN 1251C or previous drafting experience) Lab fee: $10.

**ETD 2350C** 3 sem. hrs.
**Computer Aided Design Applications (AutoCAD)**  
Advanced applications course utilizing CAD software to produce finished drawings. Topics include Windows operating system, text editors, software variables, menu modification, macros and programming. (Prerequisite: ETD 2350C) Lab fee: $10.

**ETD 2350C** 3 sem. hrs.
**Computer Aided Drafting II (AutoCAD)**  
An intermediate course in computer aided drafting covering hatching, external references, blocks, attributes and 3-D modeling. (Prerequisite: ETD 2320C or permission of program manager.) Lab fee: $10.

**ETD 2395** 3 sem. hrs.
**Architectural CAD (Architectural Desktop)**  
Architectural design and drafting utilizing Architectural Desktop software. Topics include floor plans, doors, windows, roofs, stairs, annotations, elevations, sections and commercial structures. (Prerequisite: ETD 2350C or permission of program manager) Lab fee: $10.

**ETD 2465** 3 sem. hrs.
**Tool Design**  
An entry-level course covering theory, principles and techniques for the modern design of tools, jigs, fixtures and related tooling. (Prerequisite: ETD 2320C.)

**ETD 2547C** 3 sem. hrs.
**Civil Drafting and Surveying (CAD)**  
Interpretation of USGS maps. Theory and application of field data in measurements, land surveying and grading; surveying data acquisition. Lot, building lines and grades layout. Drawing contour lines, street and highway plans, profiles and cross-sections. Excavation quantities. Horizontal circular curves and vertical curves for road work. Drawings are prepared using CAD computer software. (Prerequisites: ETD 2320C.) Lab fee: $10.

**ETD 2801C** 3 sem. hrs.
**Technical Illustration**  
Methods and techniques of pictorial drawing as related to mechanical and industrial graphics using AutoCAD. (Prerequisite: ETD 2320C.)

**ETG 2520** 3 sem. hrs.
**Statics and Strength of Materials**  
Fundamental principles of statics including forces, resultant, components, reactions, analysis of trusses, strength of materials, stresses and strains, tensile testing of steel and basic mechanical properties, section properties for analysis and design, friction, shear and bending moment diagrams and theory of bending. (Prerequisite: MTB 1348 OR MAC 1105)

**ETG 2520** 3 sem. hrs.
**Static & Strength of Materials**  
Fundamental principles of statics including forces, resultant, components, reactions, analysis of trusses, strength of materials, stresses and strains, tensile testing of steel and basic mechanical properties, section properties for analysis and design, friction, shear and bending moment diagrams and theory of bending. (Prerequisite: MTB 1348 OR MAC 1105)

**ETG 2520** 3 sem. hrs.
**3D Solid Modeling (AutoDesk Inventor)**  
Advanced course in drafting using software for 3D modeling and surface generation. (Prerequisite: ETD 2350C.) Lab fee: $10.

**ETG 2520** 3 sem. hrs.
**SolidWorks Solid Modeling**  
A course covering the creation of 3D solid models for manufacturing utilizing SolidWorks software. Topics include sketching, dimensioning, extruding, revolving, sweeps, boolean, shelling, assemblies, drawing creation, design tables, exploded views and rendering. (Prerequisite: ETD 2350C or permission of program manager.) Lab fee: $10.

**ETG 2520** 3 sem. hrs.
**Directed Study in Civil Engineering**

**ETG 2520** 3 sem. hrs.
**Directed Study in Engineering Technology**

**ETG 2520** 3 sem. hrs.
**Directed Study in Engineering**

**ETG 2520** 3 sem. hrs.
**Directed Study in Engineering**

**ETG 2520** 3 sem. hrs.
**Directed Study in Engineering Technology**

**ETG 2520** 3 sem. hrs.
**Directed Study in Engineering Technology**
ETI 2485  3 sem. hrs.
Automated Systems  An optional second-year course for students in computer, drafting and design, electronics and machine technology. This course studies automated systems by using an interdisciplinary approach. Topics for each of the above disciplines are applied to automation. Fluid power as it applies to automation is covered. Lab fee: $25.

ETM 2315  3 sem. hrs.
Electro-mechanical, Hydraulics and Pneumatics  A practical approach to technical problems involving hydraulics and pneumatics, fluid mechanics, hydrostatic forces, and pipe and pump operation including the electrical circuitry needed to operate and control mechanical and hydraulic/pneumatic systems. (Prerequisite or Corequisite: MAC 1105.) Lab fee: $50.

EUH 2000  3 sem. hrs.
History of Western Civilization to 1648  An analysis of the major changes in the societies of western man, from the Middle Eastern origins through the Protestant Reformation. This course meets the 3,000 word minimum Gordon Rule requirement. (Prerequisite or Corequisite: ENC 1101.)

EUH 2001  3 sem. hrs.
History of Western Civilization 1648 to Present  An examination of the historical evolution and diffusion of western institutions and ideas, including nationalism, the modern state, totalitarianism and democracy. This course meets the 3,000 word minimum Gordon Rule requirement. (Prerequisite or Corequisite: ENC 1101.)

FFP 0010  7.5 voc. crs.
Firefighter I  This course of study is the first of two parts, which prepares the student with the fundamental knowledge and skills necessary to safely and dependably perform fire-rescue duties as a firefighter. Successful completers of this course are eligible to take a state administered examination for volunteer firefighters. This course is corequisite with FFP 0020 for those desiring to become state certified firefighters. Lab fee: $150.

FFP 0020  7.5 voc. crs.
Firefighter II  This corequisite course with FFP 0010 is the second of the two-part series, which prepares the student for participating in the state certification examinations administered by the Bureau of Fire Standards and Training for obtaining a state of Florida, Firefighter Certificate of Compliance. Students must have successfully completed all aspects of FFP 0010 in order to participate in this course. Lab fee: $150.

FFP 0360  1.34 voc. crs.
Fire Apparatus Operations  Course covers emergency driving laws, rules and techniques, as well as a review of the equipment. There is a practical portion to this course which will entail various evolutions involving preconnected lines, drafting, tandem and relay pumping. (Corequisite: FFP 0361. Prerequisite: Must have completed minimum of FFP 0010 and be a member of an organized fire department or permission of program manager.) Lab fee: $25.

FFP 0361  1.33 voc. crs.
Hydraulics and Water Distribution Systems  Mechanics of the flow of fluids: design, testing, and use of nozzles and appliances; measurement of fluid flow and methods of determining quantities of water. (Corequisite: FFP 0360. Prerequisite: Must have completed a minimum of FFP 0010 and be a member of an organized fire department or permission of program manager.)

FFP 1000  3 sem. hrs.
Introduction to Fire Protection Hazards  Historical development of fire service, safety and security; role of fire service, protection and safety personnel; identification of fire hazards and their causes; and application of fire protection principles. Lab fee: $5.

FFP 1510  3 sem. hrs.
Construction Codes and Material Rating  A study of building codes applicable to fire prevention; principles and practices used in various types of building construction; and fire resistance tests and ratings of building materials. Lab fee: $5.

FFP 1520  3 sem. hrs.
Fire Prevention Programs  Principles and applications of fire prevention for community and industrial plants including development and maintenance of fire prevention programs, educational programs and inspection programs and specific applications to fire prevention problems. Lab fee: $5.

FFP 1700  3 sem. hrs.
Management of Municipal Fire Protection  Fire department organization, personnel management and relationship with other city departments. Evaluation of fire protection needs, financial factors, etc., and other equipment necessary for modern fire protection. Lab fee: $5.

FFP 1799  1 sem. hr.
Time Management for Fire Service  A unique system which incorporates the ideas and concept of organization, priority setting, planning, decision making, study skills and communications needed for achievement of personal and scholastic goals. Lab fee: $3.

FFP 1810  3 sem. hrs.
Firefighting Strategy and Tactics I  Learn firefighting tactics and strategies in extinguishing fires. Tactical operations, commanding fire ground operations and contributing factors to fire ground failure will be emphasized. Lab fee: $5.

FFP 2120  3 sem. hrs.
Building Construction  Study of building designs and construction features providing indications of how fire will behave and spread in various types of structures.

FFP 2401  3 sem. hrs.
Hazardous Materials I  A study of hazardous materials, with emphasis on unstable chemicals; explosive substances and their handling; exotic fuels (solid and liquid propellants); pesticides, corrosive, toxic and radioactive substances.

FFP 2402  3 sem. hrs.
Hazardous Materials II  A study of the methods used to transport hazardous materials; ways to control and lessen the effects of an accident. (Prerequisite: FFP 2401.)

FFP 2521  3 sem. hrs.
Blueprint Reading and Plans Evaluation  A review of actual building plans is designed to give the student an understanding of the basic principles involved in graphic communications and, in particular, blueprint and plan reading.

FFP 2540  3 sem. hrs.
Private Fire Protection Systems  A study of private fire detection systems to include fixed extinguishing systems and standard and/or special fire alarms. Includes a review of the design, installation, maintenance and testing of the systems.
**Course Descriptions**

**FFP 2604**  
**Fire Detection and Investigation**  
Determine causes of fire, losses and records, origins, preservation of physical evidence, scientific aid to investigation and courtroom procedure in presenting evidence.

**FFP 2720**  
**Fire Department Leadership**  
Officers and potential officers within the fire service are provided the fundamentals of leadership—specifications of the fire officer’s position are covered extensively.

**FFP 2740**  
**Fire Service Instructor**  
Methods and techniques of instruction including oral communication; preparing lesson plans; writing performance objectives; use of training aids; and the selection, evaluation and preparation of performance tests.

**FFP 2741**  
**Fire Service Course Design**  
Principles of effective curriculum design. Stresses the principles of adult learning and student-centered learning, designing units and courses that address learning, performance and behavioral objectives. (Prerequisite: FFP 2740.)

**FFP 2811**  
**Firefighting Strategy and Tactics II**  
Pre-fire plans, techniques of using available equipment and manpower and predicting fires by fuel analysis. Emphasis will be on developing thinking skills in relation to crises. (Prerequisite: FFP 1810.)

**FFP 2905**  
**Directed Study in Fire Science**

**FFP 2949**  
**Cooperative Education Experience in Fire Science**

**FIN 1121**  
**Personal Financial Planning**  
Study of the fundamental principles and practices used in the formation structure and monitoring of personal financial planning. Lab fee: $5.

**FIN 2000**  
**Principles of Finance**  
Investment characteristics of stocks and bonds, securities market, commercial banks and the Federal Reserve System; and inflation, deflation and money supply.

**FOS 1201**  
**Sanitation and Safety**  
Students will study the causes and prevention of food spoilage and foodborne illnesses. Study will focus on proper food handling, personal hygiene and food service safety.

**FRE 1120**  
**French I**  
Fundamental grammar principles and basic speech patterns with intensive drills in listening and speaking followed by reading and writing of the language. Three-hour class instruction and two-hour language laboratory. (Prerequisite: Appropriate placement scores or successful completion of college prep courses.) Lab fee: $5.

**FRE 1121**  
**French II**  
Continuation of FRE 1120. Concentration on all tenses and grammar fundamentals. Three-hour class instruction and two-hour language laboratory. (Prerequisite: FRE 1120.) Lab fee: $5.

**FRE 2000**  
**French III**  
Continuation of oral French together with simple readings in French literature. Includes grammar review, vocabulary building and composition. Three-hour class instruction and two-hour language laboratory. (Prerequisite: FRE 2121.)

**FRE 2201**  
**French IV**  
Continuation of FRE 2200. Develop advanced skills in speaking, reading and writing modern French, based on selected readings from novels, magazines, etc. Three-hour class instruction and two-hour language laboratory. (Prerequisite: FRE 2200.)

**FRE 2905**  
**Directed Study in French**  
(Prerequisite: Appropriate placement scores or successful completion of college prep courses.)

**FRE 2949**  
**Cooperative Education Experience in French**

**FSS 1202C**  
**Food Production I**  
Principles of food preparation. Study will focus on basic principles and techniques of food production, use of recipes and use care of equipment and tools. (Prerequisite or Corequisite: FSS 2001.) Lab fee: $50.

**FSS 1222C**  
**Food Production II**  
Study will focus on the preparation of meats, poultry, seafood and game. Students will use a variety of cooking and preparation methods. (Prerequisite or Corequisite: FOS 1201.) Lab fee: $50.

**FSS 1240C**  
**Contemporary American Cuisine**  
Preparing modern American cuisine with emphasis on regional influences and contemporary presentation techniques. (Prerequisite: FSS 2222.) Lab fee: $50.

**FSS 1242C**  
**International Cuisine**  
In this course students will study and practice classical/international menus of Europe and Asia. Special attention on flavor principles of various cuisines. (Prerequisite or Corequisite: FSS 2222.) Lab fee: $50.

**FSS 1246C**  
**Baking**  
Introduction to baking science and the composition and properties of baking ingredients. Students will produce a variety of baked goods, using proper tools and methods. Lab fee: $50. (Prerequisite or Corequisite: FOS 1201.)

**FSS 1248C**  
**Practical Garde Manger**  
Study to focus on the art of cold and decorative food preparation. Students will acquire skills in producing forcemeats and mousse, charcuterie production and decorative center pieces. (Prerequisite or Corequisite: FSS 1201.) Lab fee: $50.

**FSS 2284**  
**Catering and Buffet Management**  
This course will introduce the student to effective practices and principles of effective buffet and catering/event management from pre-planning to service and staffing to breakdown and clean up.

**FSS 2905**  
**Directed Study in Food Service**

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**Course Descriptions**

**FSS 2906** 1-4 sem. hrs.

Directed Study in Culinary

**FSS 2943** 6 sem. hrs.

Culinary Management Internship Students will participate in work related experience in the food service industry by applying skills learned in the classroom and lab to a work situation. (Prerequisite: Completion of all Culinary Management course work or permission of chairperson.)

**FSS 2949** 1-4 sem. hrs.

Cooperative Education Experience in Food Service

**FSS 2990** 3 sem. hrs.

Culinary Supervision This course covers the principles of supervision of employees in a culinary environment. Topics include recruitment, screening, hiring, training and evaluating personnel.

*Pending assigned course number.

**GCO 1431** 3 sem. hrs.

Irrigation and Drainage This course covers design, installation, maintenance and repair of irrigation and drainage systems. Pumps, filters, water sources and PVC pipe applications are covered as well as state and local regulations. (Corequisite: GCO 1431L)

**GCO 1431L** 1 sem. hr.

Irrigation and Drainage Lab This course covers a hands on practical approach to the principals and practices to surveying, irrigation design, installation and maintenance. (Corequisite: GCO 1431)

**GCO 1742** 2 sem. hrs.

Landscape Design This course covers principles of landscape architecture and includes identification, adaptation, and uses of herbaceous and woody plant materials. (Corequisite: GCO 1742L)

**GCO 1742L** 1 sem. hr.

Landscape Design Lab This course is a comprehensive landscape design and drafting lab. The lab will provide students with which to formulate a variety of landscape designs. (Corequisite: GCO 1742)

**GCO 2401** 3 sem. hrs.

Introduction to Turf Management This course covers an overview of the golf course industry including ethics, professional associations and government regulations. The rules and etiquette of golf are also covered.

**GCO 2402** 3 sem. hrs.

Turf Grass Management I (Grass and Weeds) This course covers the identification and physiology of turf grasses, weeds and the control of weeds. Irrigation requirements of various types of turf grasses is also covered. (Corequisite: GCO 2402L)

**GCO 2402L** 1 sem. hr.

Turf Grass Management I Lab (Grass and Weeds) This course provides the student a lab in experience where the student will develop a greater understanding of weed and grass identification and the environmental and economic impact associated with grasses and weeds in the turf grass industry. (Corequisite: GCO 2402)

**GCO 2403** 2 sem. hrs.

Turf Grass Management II (Disease and Insects) This course covers identification and control of insects and diseases that affect turf grasses. (Prerequisite: GCO 2402. Corequisite: GCO 2403L)

**GCO 2403L** 1 sem. hr.

Turf Grass Management II Lab (Disease and Insects) This course provides the student a lab in experience where the student will develop a greater understanding of basic plant pathology and entomology. (Prerequisite: GCO 2402L. Corequisite: GCO 2403)

**GCO 2201** 3 sem. hrs.

Turf Grass Mechanics I This course covers an introduction to the repair and maintenance of turf grass equipment including small engines. Appropriate tools and inspection procedures are covered as well as repair manual interpretation. (Corequisite: GCO 2201L)

**GCO 2201L** 1 sem. hr.

Turf Grass Mechanics I Lab This course covers a practical approach to the repair and maintenance of turfgrass equipment used on golf courses. A complete study of engines, welding and cutting unit inspection and procedures will be covered as well as repair manual interpretation. (Corequisite: GCO 2201)

**GCO 2632** 3 sem. hrs.

Golf Course Organization and Administration This course is intended to provide the student with a basic overview of golf related organizational and administrative functions and duties form the perspective of the golf course superintendent. This course will emphasize communications, leadership skills and abilities, human resources and public relations.

**GCO 2634** 3 sem. hrs.

Turf Records and Budget This course covers and evaluates financial management concepts and serves as a guide for developing financial records and budgeting processes as related to golf course management.

**GCO 2743** 3 sem. hrs.

Golf Course Construction This course covers principles of golf course construction and renovation including site selection, architecture and construction techniques. This course examines challenges associated with golf course construction and renovation procedures.

**GCO 2949** 6 sem. hrs.

Cooperative Education Experience in Turf Grass Management

**GEB 1011** 3 sem. hrs.

Introduction to Business Business in the modern political, social and economic environment. Forms of business enterprise, management problems, tools in decision making and business vocabulary. Lab fee: $5.

**GEB 2351** 3-6 sem. hrs.

International Business Practice Firm Using a simulated business firm in a state-of-the-art facility, students transact business with students in other simulated companies both in the U.S. and in other countries via the Internet. Repeatable for credit. (Prerequisite: Permission of program manager or chairperson.) Lab fee: $25.

**GEB 2430** 3 sem. hrs.

Professional Ethics The purpose of this course is to direct the student toward an enhanced level of ethical awareness and decision-making in business and professional environments. It
surveys the historical origins of ethics and value systems and their influence on cultural development. Different ethical values are compared along with their probable impact in American business. This course meets the minimum 3000 word Gordon Rule requirement. (Prerequisite or Corequisite: ENC 1101.)

**GRA 1202**

**Typography** This course covers typographic design, typographic illustration, type terminology, type specifying and digital typesetting. Emphasizes choice and use of appropriate type in a variety of design contexts. (Prerequisites: GRA 1741, GRA 2158 and GRA 1543.) Class materials fee: $20.

**GRA 1204**

**Digital Print Production** A study of document design and print production materials and methods. Covers the preparation of appropriate graphic design solutions for static and dynamic digital printing. (Prerequisites: GRA 2158 and GRA 1100. Corequisites: GRA 1202 and GRA 1544.) Class materials fee: $20.

**GRA 1543**

**Graphic Design Studio I** A basic overview of graphic design as it relates to the offset printing industry. Areas covered include terminology, technique, history, tools and equipment. (Corequisites: GRA 1741 and GRA 1100.) Class materials fee: $20.

**GRA 1544**

**Graphic Design Studio II** An advanced study of specific conceptual, aesthetic and production problems in graphic design. Application of design process to advanced layout problems. Management, project research and presentation issue are introduced. (Corequisites: GRA 1741 and GRA 1100.) Class materials fee: $20.

**GRA 1741**

**Principles of Design and Color** An introduction to the principles, concepts and techniques of design, drawing and color theory for visual problem-solving. A foundation for further study of graphic design, photography or digital media. Class materials fee: $20.

**GRA 2109**

**History and Aesthetics of Design** The course traces the development of graphic design and cites the major contributions to the development of contemporary graphic design practice and aesthetics. This course meets the 3,000-word minimum Gordon Rule requirement. (Prerequisite: Appropriate placement scores or successful completion of college prep courses.)

**GRA 2140**

**Multimedia Authoring I** An introduction to the design and construction of multimedia presentation materials for a range of electronic media. The student creates, arranges and manages audio, video, animated, graphic, typographic and photographic sources to create effective informational, navigational and interactive syntax. (Prerequisites: GRA 1144 and GRA 2158.) Class materials fee: $20.

**GRA 2141**

**Multimedia Authoring II** This course covers advanced concepts and techniques for multimedia authoring and production. Basic programming concepts for 3D animation elements and designing for interactivity are explored in a range of professional applications. Class materials fee: $20.

**GRA 2142**

**Web Design II** An advanced study of specific conceptual, aesthetic and production problems in graphic design for electronic media. Problems cover digital illustration/rendering skills, layout and a variety of design solutions for web publishing. Class materials fee: $20.
GRA 2156  
**Digital Art & Design** This course provides a sound theoretical introduction to the concepts, principles and techniques of digital art and design. Explores the use of the computer workstation as an art production and drawing tool using drawing and illustration software to create and generate visuals. (Prerequisite: GRA 1741 or ART 1201 C.) Class materials fee: $25.

GRA 2158  
**Digital Graphics Fundamentals** This course covers vector illustration graphics software and page layout software for graphic design and digital media applications. (Corequisite: GRA 1100.) Class materials fee: $20.

GRA 2160  
**2D Animation** An introduction to two-dimensional animation concepts and techniques using computer software applications. Stresses the basics of moving imagery and covers storyboarding, scripting, model sheets, backgrounds, surfaces and lines of action. (Prerequisite: GRA 1144. Corequisite: GRA 2140.) Class materials fee: $20.

GRA 2162  
**Introduction to 3D Animation** An introduction to using computer software applications for three-dimensional modeling, mapping and rendering. Covers techniques to create moving images and simulations. (Prerequisite: GRA 2160. Corequisites: GRA 2141 and GRA 2142.) Class materials fee: $20.

GRA 2184  
**Portfolio Development** A portfolio development class covering essential preparation for career entry into the design industry. Areas covered include personal presentation skills, employment materials and creative work samples. This class should be completed in the student’s final semester of study. Class materials fee: $20.

GRA 2201  
**Digital Pre-Publishing** Advanced course in the creation and manipulation of digital images, text and graphics using raster, vector and page layout applications in preparation for print and electronic media. (Prerequisites: GRA 1100 and GRA 2183.) Class materials fee: $20.

GRA 2511  
**Corporate Design** A study of corporate image and identity design, development and implementation. Emphasizes choice an use of symbols, and appropriate application in stationery packages, corporate manuals and collateral items. (Prerequisites: GRA 2545 and GRA 2746. Corequisite: GRA 1144.)

GRA 2545  
**Publication Design** An advanced study of specific conceptual, aesthetic and production problems in graphic design for publication. (Prerequisites: GRA 1202 and GRA 1544. Corequisites: GRA 1171 and GRA 2201.) Class materials fee: $20.

GRA 2746  
**Illustration** Course provides the student with training in the techniques of professional advertising and editorial illustration and covers a variety of styles and mediums. (Prerequisites: GRA 1543 and GRA 1741.) Class materials fee: $20.

GRA 2905  
**Directed Study in Graphic Design** Arranged with individual instructor to explore special areas of interest.

GRA 2949  
**Cooperative Education Experience in Graphic Design**

HCP 0100  
**Nurse Aide and Orderly** Prepares individuals to perform selected tasks related to patient care in skilled nursing homes and adult living facilities under the supervision of a licensed nurse. Students who successfully complete the program are eligible to take the Nurse Aide Competency Evaluation Program (NACEP) for certification as a Nursing Assistant in Florida (Florida Statute, 400.21). (Corequisite: HCP 0100L) Lab fee: $22.

HCP 0600  
**Patient Care Assistant** Prepares individuals to perform selected tasks related to patient care in hospitals, nursing homes and home health areas under the supervision of a licensed nurse. Students who successfully complete the program are eligible to take the Nurse Aide Competency Evaluation Program (NACEP) for certification as a Nursing Assistant in Florida (Florida Statute, Section 400.21). (Corequisite: HCP 0600L) Lab fee: $22.50.

HCP 0720 C  
**Electrocardiograph Aide** This course is designed to prepare students to perform the duties necessary for employment as an electrocardiograph aide. Instruction will include theory, lab practice and clinical experience in a hospital, clinic or physician’s office.

HFT 1000  
**Introduction to Hospitality Industry** An introduction to the hospitality industry. Current business trends, employment opportunities, management responsibilities and computer applications are stressed. Lab fee: $5.

HFT 1261  
**Restaurant Management** This course teaches the principles of restaurant management, both front and back of the house. Topics include guest service, organization and training as well as marketing and financial concerns.

HFT 1410  
**Hotel-Motel Front Office Procedures** Introduction to the functions of hotel-motel front desk operations, stressing its mechanics and routines, with developmental training in interpersonal skills, communication and computer applications. Lab fee: $5.

HFT 2313  
**Hospitality Property Management** The broad scope of property management, stresses training, recordkeeping and executive responsibilities concerning the use of land, buildings, furnishings, equipment, materials, people and funds in achieving a desired goal.

HFT 2454  
**Food & Beverage Cost Control** Covers food and beverage operation, purchasing, receiving, storage, preparation and service. Emphasis is on controlling, analyzing costs and using financial management techniques.

HFT 2600  
**Hospitality Law** Informs and educates hoteliers with the applicable law that is pertinent to their overall operations. Formulation of preventive tactics to avoid lawsuits.
HFT 2702 3 sem. hrs.
Tourism and Transportation Students will study the various modes of transportation in relationship to tourism. Areas covered include airlines, cruise and tour companies. Students will acquire necessary skills needed to understand the functions and structures of the transportation systems and the impact they have on tourism.

HFT 2728 3 sem. hrs.
Travel and Tourism Basics An introductory course that examines the basic foundation of the travel and tourism industry. Provides an overview of transportation, reasons for travel, travel agencies, tour companies, lodging facilities and career opportunities available in tourism.

HFT 2750 3 sem. hrs.
Hospitality and Tourism Marketing Destination planning, group booking, conventions, site visitations and meeting planning are thoroughly analyzed. Group selling, negotiations, contracts, computer applications and service are emphasized.

HFT 2790 3 sem. hrs.
Special Events Planning and Management This course will introduce students to general aspects of planning special events within the food industry. Topics will include working with clients and contracts, booking entertainment, appropriate food choices for theme events, insurance issues and staffing.

HFT 2860 3 sem. hrs.
Beverage Service Management This course will introduce students to the history of the beverage industry as well as production and classification of beverage alcohol. The student will gain knowledge of sales, service and control systems of the beverage industry. In addition, the student will gain knowledge of wine service and principles behind choosing suitable wines for meals. The student will be able to sit for the responsible beverage service certification examination.

HFT 2905 1-4 sem. hrs.
Directed Study in Hospitality Management

HFT 2998 1 sem. hr.
Hospitality Seminar Special projects, industry activities and club activities comprise a large part of this course. Guest speakers from the hospitality industry supplement this course which is coordinated by the program manager. May be repeated four times for credit.

HFT 2949 1-4 sem. hrs.
Cooperative Education Experience in Hospitality Management

HHD 1321 3 sem. hrs.
Introduction to Interior Design Color, design principles, lighting, interior furnishings, accessories and planning for functional and aesthetic settings. Experience in applying the elements and principles of design and drawing floor plans and elevations with the grid method. Lab fee: $5.

HHD 1361 3 sem. hrs.
Practical Interior Applications Working knowledge of window treatments, floor coverings and wall coverings. Cost estimations, reupholstery estimations and installation techniques, calculations and schedules. Lab fee: $5.

HHD 2905 1-4 sem. hrs.
Directed Study in Home Design

HHD 2949 1-4 sem. hrs.
Cooperative Education Experience in Home Design

HIM 0050 8.34 voc. crs.
Health Unit Coordinator I Prepares individuals for the position of health unit coordinator (ward clerk) at the nursing station of a hospital unit or as a receptionist in a medical office, clinic or other community health agency. Lab fee: $5.

HIM 0051 8.33 voc. crs.
Health Unit Coordinator II This is a continuation of HIM 0050, Health Unit Coordinator I. The content includes reading and understanding physician orders and effective communication with nursing personnel, physicians and other health care team members in a variety of health care settings. A further investigation of medical terminology to include terms associated with all body systems and terms used in pharmacology is also addressed. The use of computerized information reporting systems is introduced and practiced. (Prerequisite: HIM 0050.) Lab fee: $5.

HIM 1000 3 sem. hrs.
Medical Record Science I Introduction to the science of health information management. The professional organization, chart content and development, admission and discharge procedures, numbering and filing systems will be emphasized. (Prerequisites: HSC 1531 and permission of chairperson.) Lab fee: $5.

HIM 1030 3 sem. hrs.
Medical Record Transcription I Develop skills in the use of dictating/transcribing units and reference sources. Laboratory experience in transcribing medical record forms. (Prerequisites: HSC 1531 and OST 1100 or typing speed of 40 w.p.m.) Lab fee: $20.

HIM 1032 3 sem. hrs.
Medical Record Transcription II Study of advanced medical record terminology and transcription of various medical records and reports. (Prerequisite: HIM 1030.) Lab fee: $20.

HIM 1222 4 sem. hrs.
Medical Classification Systems This course is designed to develop skills in the use of approved disease and operative classification systems, abstraction of patient data from the medical record and assignment of ICD-9-CM diagnostic and procedure codes. (Prerequisites: HSC 1531 and HIM 1000 or permission of chairperson.) Lab fee: $5.

HIM 2012 3 sem. hrs.
Legal Aspects of Medical Records In-depth study of the federal, state and local laws which govern the preparation and use of medical records in health care delivery systems. (Prerequisites: HIM 1000 and HIM 2110.)
<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credit Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>HIM 2110</td>
<td>Medical Record Science II</td>
<td>3 sem. hrs.</td>
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<tr>
<td></td>
<td>Computers in health information, abstracting, indexing patient information and optical desk technology. Medicare and Medicaid and nomenclature will be stressed. (Prerequisite: HIM 1000. Corequisite: HIM 1222.)</td>
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<tr>
<td>HIM 2234C</td>
<td>Advanced Coding</td>
<td>4 sem. hrs.</td>
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<td>This course is designed to enhance skills learned in HIM 1202. By recalling the basic coding rules and applying them with in-depth diagnosis and procedure analysis learned in this course, the student will become capable of accurate medical record coding and DRG assignment. (Prerequisites: HIM 1222 and HIM 1531.)</td>
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<tr>
<td>HIM 2253</td>
<td>CPT Coding</td>
<td>3 sem. hrs.</td>
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<td></td>
<td>This course is designed to develop skills in the use of the Physician's Current Procedure Coding Terminology (CPT) systems for hospital and physicians' offices. (Prerequisites: HSC 1531 and HIM 1222 or permission of chairperson.)</td>
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<tr>
<td>HIM 2304</td>
<td>Health Information Systems Management</td>
<td>2 sem. hrs.</td>
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<td></td>
<td>This course will review the four basic management functions as they apply to a Health Information Systems (H.I.S.) department. (Prerequisites: HIM 2110 and HIM 2800.)</td>
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<tr>
<td>HIM 2430</td>
<td>Concepts of Disease</td>
<td>4 sem. hrs.</td>
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<td></td>
<td>Given a body of medical information, students will demonstrate their ability to interpret, understand, extract, analyze and synthesize information within the medical record. (Prerequisite: BSC 1085C or HSC 1531.)</td>
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<tr>
<td>HIM 2440</td>
<td>Pharmacology and Laboratory</td>
<td>1 sem. hr.</td>
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<td>This course will introduce the student to the most common drugs and laboratory tests utilized in medicine.</td>
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<tr>
<td>HIM 2510</td>
<td>Medical Record Science III</td>
<td>2 sem. hrs.</td>
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<td></td>
<td>Quality assessment, utilization review, risk management, statistical procedures and employability skills. (Prerequisites: HIM 2110 and HIM 2800.)</td>
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<tr>
<td>HIM 2800</td>
<td>Medical Record Practicum I</td>
<td>2 sem. hrs.</td>
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<td>Supervised experience in a hospital healthcare facility HIS department. Emphasis on record assembly, analysis, routine correspondence procedures, preparing records for microfilming and equipment use. (Prerequisite: HIM 2110.) Lab fee: $4.</td>
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<tr>
<td>HIM 2810</td>
<td>Medical Record Practicum II</td>
<td>2 sem. hrs.</td>
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<td></td>
<td>Supervised experience in a non-hospital health care facility HIS department. Compiling health/data statistics, use of indexes and registers and computerization of HIS functions reports are emphasized. (Prerequisites: HIM 2110 and HIM 2800.) Lab fee: $4.</td>
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<tr>
<td>HIM 2820</td>
<td>Medical Record Practicum III</td>
<td>3 sem. hrs.</td>
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<tr>
<td></td>
<td>Supervised experience in a health care facility HIS department offering experience of a supervisory nature, utilization review, medical audit and overall chart flow. (Prerequisites: HIM 2510 and HIM 2810.) Lab fee: $4.</td>
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<tr>
<td>HIM 2949</td>
<td>Cooperative Education Experience in Medical Records</td>
<td>1-4 sem. hrs.</td>
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<tr>
<td>HLP 1081</td>
<td>Fitness Assessment &amp; Improvement</td>
<td>3 sem. hrs.</td>
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<td>This course evaluates the student’s level of fitness, then develops a program of improvement through daily exercise and instruction in the areas of nutrition, stress management and basic training techniques. Lab fee: $5.</td>
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<tr>
<td>HSC 0005</td>
<td>Healthcare Concepts for the Massage Therapist</td>
<td>3.0 voc. crs.</td>
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<td></td>
<td>This course provides an overview of the current healthcare delivery system in the USA and current health occupations. Content includes, but is not limited to the use of interpersonal and communication skills with patients and other health professionals, written communication skills, knowledge of blood borne diseases and HIV/AIDS education, legal and ethical responsibilities, safety and security procedures and infection control, medical errors and eight hours of Basic Life Support will also be offered within this course.</td>
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<tr>
<td>HSC 1000</td>
<td>Introduction to Health Care</td>
<td>3 sem. hrs.</td>
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<td></td>
<td>Introduction to current practices and issues in health care. Content includes social and cultural responses to health problems of individuals and families; health care delivery in primary, secondary and tertiary settings; critical thinking health care professions; standards of practice; health care organizations; United States health policies; issues of finance, ethics, legal rights of patients and health care workers; infection control; universal precautions; and principles of effective communication and computer applications to health care. NOTE: This is a required course for students in selected health careers programs. Lab fee: $5.</td>
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<tr>
<td>HSC 1421</td>
<td>Health, Safety and Nutrition for the Young Child</td>
<td>3 sem. hrs.</td>
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<td>Designed to provide the early childhood student with health, safety and nutrition principles for the young child, and experience and resources for teaching these principles in various curriculum areas.</td>
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<tr>
<td>HSC 1531</td>
<td>Medical Terminology</td>
<td>4 sem. hrs.</td>
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<td></td>
<td>This course prepares students for medically oriented careers. Lab fee: $5.</td>
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<tr>
<td>HSC 2400</td>
<td>First Aid, Responding to Emergencies</td>
<td>3 sem. hrs.</td>
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<td>Demonstrations, practical experiences, lectures and discussions on the principles and skills essential to the individual for the care of emergencies in the home and community. Certificates in CPR and Responding to Emergencies will be issued to those individuals successfully completing the course. Lab fee: $5.</td>
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<tr>
<td>HSC 2905</td>
<td>Directed Study in Health and Fitness</td>
<td>1-4 sem. hrs.</td>
</tr>
<tr>
<td>HSC 2949</td>
<td>Cooperative Education Experience in Health and Fitness</td>
<td>1-4 sem. hrs.</td>
</tr>
<tr>
<td>HUM 2210</td>
<td>Humanities I</td>
<td>3 sem. hrs.</td>
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<td>Literature, fine arts, music and philosophy of Western Europe from earliest times to the Renaissance and their interrelation with the culture. This course meets the 3,000 word minimum Gordon Rule requirement. (Prerequisite: ENC 1101.) Lab fee: $12. For QUANTA section only.</td>
<td></td>
</tr>
<tr>
<td>HUM 2230</td>
<td>Humanities II</td>
<td>3 sem. hrs.</td>
</tr>
</tbody>
</table>
|             | A continuation of HUM 2210, beginning with the high Renaissance and concluding with the early 20th century. This course meets the 3,000 word minimum Gordon
Course Descriptions

**HUM 2480**
3 sem. hrs.
Multi-Cultural Humanities A study of emerging Third World cultures and their relationship to the Western world by examining widely acclaimed literature, music and art of selected countries.

**HUM 2740**
3 or 6 sem. hrs.
Humanities Overseas Study Program An opportunity to examine monuments of Western art in the classroom and in Europe. Specific attention given to interrelationships among the arts. (Prerequisites: Appropriate placement scores or successful completion of college prep courses and one HUM course or permission of chairperson.)

**HUM 2905**
1-4 sem. hrs.
Directed Study in Humanities (Prerequisite: Appropriate placement scores or successful completion of college prep courses.)

**HUM 2949**
1-4 sem. hrs.
Cooperative Education Experience in Humanities

**HUN 1003**
3 sem. hrs.
Sports Nutrition Introduces human nutrition and its relationships to athletic performance, fitness and health. Presents scientifically-based sports nutrition recommendations for the active person and the trained athlete.

**HUN 1201**
3 sem. hrs.
Human Nutrition This is an introductory course which focuses on the basic scientific principles of nutrition. Practical applications for nutrition are also emphasized. In addition to learning how the body handles food, students learn to read food labels, analyze personal eating habits, design a personal fitness plan, distinguish between nutrition fact and fiction, identify relationships between nutrition and disease and integrate nutritional thinking into their daily lives. Lab fee: $5.

**HUN 1203**
3 sem. hrs.
Culinary Nutrition This course relates nutrition to the food service industry by way of menu planning, studying nutritional deficiencies, diseases, retention of nutrients and the basic principles for health conscious cooking.

**HUN 2905**
1-4 sem. hrs.
Directed Study in Nutrition

**HUN 2949**
1-4 sem. hrs.
Cooperative Education Experience in Nutrition

**HUS 1001**
3 sem. hrs.
Introduction to Human Services Historical overview of human services including social work and mental health. Roles and goals of the human service worker and values, conflicts and dilemmas that affect the worker and the client relationship. Involvement in agencies and professional organizations. (Prerequisite: Appropriate placement scores or successful completion of college prep courses. Corequisite: PCO 2202.) Lab fee: $12.

**HUS 1331**
3 sem. hrs.
Advanced Counseling/Interview Skills Advanced skills in assessment, recording, problem solving, developing treatment plans, case presentations, case management and crisis intervention. (Prerequisite: PCO 2202 and HUS 1001. Corequisite: PFE 2001 and HUS 1850.)

**HUS 1850**
4 sem. hrs.
Human Services Externship I Experiential learning in human service agencies through the practice of counseling skills and techniques. (Prerequisites: HUS 1001 and PCO 2202. Corequisites: HUS 1331 and PFE 2001.) Lab fee: $5.

**HUS 2200**
3 sem. hrs.
Group Dynamics Introduction to group dynamics; study of structure, organization and function of groups; and survey of different types of groups. (Prerequisites: PFE 2001, HUS 1331 and HUS 2801. Corequisite: HUS 2851.)

**HUS 2345**
3 sem. hrs.
Addictions III – Communities and Families Provides training in substance abuse in the context of family and community systems. This course introduces the basic concepts and issues related to substance abuse prevention and addiction processes. (Prerequisite: Appropriate placement scores or successful completion of college prep courses.)

**HUS 2500**
3 sem. hrs.
Issues and Ethics in Human Services Ethical practices in human services; sources of burnout and methods of reducing anxiety; stress and tension; current issues; domestic violence; and effective professional skills. (Corequisites: HUS 2852 and CLP 2140.)

**HUS 2532**
3 sem. hrs.
Addictions II – Substance Abuse Counseling This course introduces the skills, concepts and issues of addictive processes, recovery and counseling with diverse populations. (Prerequisite: Appropriate placement scores or successful completion of college prep courses or permission of program manager or chairperson.)

**HUS 2801**
6 sem. hrs.
Human Services Practicum Practicum is designed to provide students with the opportunity to function in a simulated employee role for six or 12 weeks in a selected human service agency. (Prerequisites: PFE 2001, HUS 1331 and HUS 1850.)

**HUS 2851**
4 sem. hrs.
Human Services Externship II Students will be assigned to selected human service programs; activities will emphasize application of group dynamics and group skills. (Prerequisite: HUS 2801. Corequisite: HUS 2200.)

**HUS 2852**
4 sem. hrs.
Human Services Externship III This experience gives the student opportunities to exercise more responsibility and leadership as a member of the Human Services team. (Prerequisite: HUS 2851. Corequisite: HUS 2500 and CLP 2140.)

**HUS 2905**
1-4 sem. hrs.
Directed Study in Human Services (Prerequisite: Appropriate placement scores or successful completion of college prep courses.)

**HUS 2933**
1 sem. hr.
Human Services Seminar A multiphase approach to the study of a theme, problem or area of reference in Human Services. This course helps students with skills used throughout the program. Lab fee: $5.

**HUS 2949**
1-4 sem. hrs.
Cooperative Education Experience in Human Services (Prerequisite: Appropriate placement scores or successful completion of college prep courses.)
IDS 1936  
**Honors Seminar** An interdisciplinary approach to the study of a topic or theme of contemporary relevance. (Prerequisite: Appropriate placement scores or successful completion of college prep courses.) Lab fee: $5.

IDS 2905  
**Directed Study in Interdisciplinary Studies** (Prerequisite: Appropriate placement scores or successful completion of college prep courses.)

IND 1001  
**History of Architecture & Interiors II** The study of furniture history and architectural styles for the 19th century through contemporary interior design: current and future trends; recognizing and using different architectural and furniture styles in the interiors. Lab fee: $5.

IND 1021  
**Interior Design Studio I** Planning floor plans in regard to function and aesthetics. Research and development of design solutions associated with color theory, furniture and room arrangement, lighting and electrical placement, application, floor plans, elevation development and graphic communication. (Prerequisite: IND 1021 or permission of chairperson.)

IND 1211  
**History of Architecture & Interiors I** Furniture history and the development of architectural styles from Antiquity to the end of the 18th century. Recognition and use of different period styles in the design of historical interiors. Lab fee: $5.

IND 1300  
**Graphics of Interior Design I** Basic presentation techniques with emphasis on materials and presentation boards. Oral and written communication and graphic presentation. Lab fee: $5.

IND 1429  
**Textiles for Commercial and Residential Interiors** The study of fibers and fabrics used in interiors, fire and life safety codes involving their use, fabrication, application and evaluation of textiles and proper professional terminology. Lab fee: $5.

IND 2210  
**Interior Design Studio II** Advanced application of the principles and elements of design into the conceptual design process. Creative problem solving, programming and special analysis. Graphic communication and presentation, placement and selection of furniture, materials, accessories, lighting and electrical schedules. (Prerequisite: IND 1021 or permission of chairperson.)

IND 2220  
**Commercial Interior Design** Advanced application in creative problem solving and research of the design process for non-residential interiors. Space planning, programming, human factors, code requirements and specifications. Sample test project. (Prerequisites: IND 1021, HHD 1200 or permission of chairperson.)

IND 2501  
**Practices of Interior Design** Establishing and maintaining a successful interior design business. Resume writing, cover letters and portfolio development procedures. Specifications, financial operations, estimating, schedules and recordkeeping. (Prerequisites: IND 2210 and IND 2220 or permission of chairperson.)

IND 2949  
**Cooperative Education Training Assignment in Interior Design**

INR 2002  
**International Relations** Analysis of national power, foreign policy, settlement of disputes, the balance of power system and international organization and disarmament in world affairs. This course meets the 3,000 word minimum Gordon Rule requirement. (Prerequisite or corequisite: ENC 1101.)

ISS 1120  
**American Political and Economic Issues** A study of current political and economic issues in the United States, including international cases affecting American society. This course meets the 3,000 word minimum Gordon Rule requirement. (Prerequisite or Corequisite: ENC 1101.) Lab fee: $5.

ISS 2905  
**Directed Study in Social Science** (Prerequisite: Appropriate placement scores or successful completion of college prep courses.)

ITA 1120  
**Italian I** Fundamental grammar principles and basic speech patterns, with intensive drills in listening and speaking followed by reading and writing Italian. Three-hour class instruction and two-hour language laboratory. (Prerequisite: Appropriate placement scores or successful completion of college prep courses.) Lab fee: $5.

ITA 1121  
**Italian II** Continuation of ITA 1120, with emphasis on basic conversation and grammar in context. Three-hour class instruction and two-hour language laboratory. (Prerequisite: ITA 1120 or permission of chairperson.) Lab fee: $5.

ITA 2200  
**Italian III** Continued practice of oral Italian with simple readings in Italian literature. Includes grammar review, vocabulary building and composition. Three-hour class instruction and two-hour language laboratory. (Prerequisite: ITA 1121.)

ITA 2201  
**Italian IV** Continuation of ITA 2200, with emphasis on oral and written reports on short novels, articles from magazines and newspapers and Italian literature. Three-hour class instruction and two-hour language laboratory. (Prerequisite: ITA 2200.)

ITA 2905  
**Directed Study in Italian**

JOU 1100  
**Introduction to Journalism** Designed as a basic skills and practical application course for gathering, writing, reporting and editing news in journalistic style. (Prerequisite: Appropriate placement scores or successful completion of college prep courses; or ENC 1101 or permission of chairperson.) Lab fee: $5.

JOU 2905  
**Directed Study in Journalism** (Prerequisite: Appropriate placement scores or successful completion of college prep courses.)
**Course Descriptions**

**JOU 2949**  
Cooperative Education Experience in Journalism (Prerequisite: Appropriate placement scores or successful completion of college prep courses.)

**LIS 1002**  
Finding Information: Skills and Technologies This course is a practical introduction to finding the different types of information individuals need to be successful in school, career and personal goals. The course covers resources both in and out of the library and highlights the use of computer technologies in research. (Prerequisites: Appropriate placement scores or successful completion of college prep courses andREA 0001 or equivalent.) Lab fee: $5.

**LIS 2004**  
Introduction to Internet Information Research Resources This course is designed to develop skills needed to find, evaluate and use relevant resources that are available on the Internet including search strategies, retrieval, evaluation and proper citing of Internet resources.

**LIS 2949**  
Cooperative Education Experience in Library Work (Prerequisite: Appropriate placement scores or successful completion of college prep courses.)

**LIT 2030**  
Understanding Poetry A survey of chronologically selected poets against the background of their periods, with emphasis upon the major themes of poets of all ages. A broad cultural approach. Available as a television course. This course meets the 3,000 word minimum Gordon Rule requirement. (Prerequisite: ENC 1101 or permission of chairperson.)

**LIT 2040**  
Dramatic Literature A study of chronologically selected plays against the background of their periods. Emphasis upon the dramatic structure and universally dramatic themes. This course meets the 3,000 word minimum Gordon Rule requirement. (Prerequisite: ENC 1101 or permission of chairperson.)

**LIT 2110**  
Masterpieces of World Literature I A study of world masterpieces from the time of the Old Testament through the Renaissance. This course meets the 3,000 word minimum Gordon Rule requirement. (Prerequisite: ENC 1101 or permission of chairperson.)

**LIT 2120**  
Masterpieces of World Literature II A continuation of world masterpieces and national epics from the Renaissance to the 20th century and the Modern School. This course meets the 3,000 word minimum Gordon Rule requirement. (Prerequisite: ENC 1101 or permission of chairperson. LIT 2120 may be taken without taking LIT 2110.)

**LIT 2380**  
Literature by Women A study of women writers and the effects of history and historical changes projected through these writings from the 11th century through the present. This course meets the 3,000 word minimum Gordon Rule requirement. (Prerequisite: ENC 1101 or permission of chairperson.)

**LIT 2992**  
Latin American Literature in Film A study of selected readings and periods of Latin American literature as expressed through film. Genres of poetry, essays, novels and short stories will be studied through written work and film. This course meets the 3,000 word minimum Gordon Rule requirement. (Prerequisite: ENC 1101 or permission of chairperson.)

**LIT 2993**  
Literature of the Sea A study of readings from short stories, poetry, novels and dramas that deal with various issues concerning the oceans of the world. This course meets the 3,000 word minimum Gordon Rule requirement. (Prerequisite or Corequisite: ENC 1101.)

*Pending assigned course number.*

**MAC 1105**  
College Algebra Topics included are relations and functions, systems of equations, matrices, determinants, quadratic and inequalities, exponential and logarithmic functions, polynomials, permutations, combinations, probability and binomial expansion. (Prerequisite: Appropriate placement scores or MAT 1033 with “C” or better or permission of chairperson.) Lab fee: $5.

**MAC 1114**  
College Trigonometry Right and oblique triangles, trigonometric functions, equations and identities, logarithms, complex numbers, vectors, graphs and inverse trigonometric functions. (Prerequisite: Appropriate placement scores or MAC 1105 or permission of chairperson.) Lab fee: $5.

**MAC 1140**  
Pre-Calculus Algebra Inverse functions, exponential/ logarithmic functions, graphs/equations, systems of equations/ inequalities; higher degree polynomials; polynomial/ rational functions; matrices/determinants; sequences/ series; and mathematical induction, and binomial theorem/ probability. (Prerequisite: Appropriate placement scores or MAC 1105 or permission of chairperson.) Lab fee: $5.

**MAC 2233**  
Calculus for Business and Nonphysical Sciences I Limits, continuity, differentiation and integration of algebraic and exponential functions. Applications to graphing, marginal analysis, optimization, areas and volumes. (Prerequisite: MAC 1140 or permission of chairperson.) Lab fee: $5.

**MAC 2311**  
Calculus I Topics include derivatives, integrals and applications of both. (Prerequisites: Appropriate placement scores or MAC 1114 and MAC 1140 or permission of chairperson.) Lab fee: $5.

**MAC 2312**  
Calculus II A continuation of Calculus I with transcendental functions, analytical geometry, hyperbolic functions, methods of integration, polar coordinates, sequences and series. (Prerequisite: MAC 2311 or permission of chairperson.) Lab fee: $5.

**MAC 2313**  
Calculus III A continuation of Calculus II including vectors, vector functions, partial derivatives, multiple, surface and line integrals, first order differential equations and linear second order differential equations. (Prerequisite: MAC 2312 or permission of chairperson.) Lab fee: $5.

**MAE 2801**  
Elementary School Mathematics Mathematics appropriate for the elementary school teacher including the six basic sets
of numbers, concepts, number systems and geometry. (Prerequisite: MAC 1105 or MGF 2106.) Lab fee: $5.

MAN 2021 3 sem. hrs.
Principles of Management Designed to enable the student to become familiar with the following basic functions of management: planning, organizing, staffing, leading and controlling.

MAN 2800 3 sem. hrs.
Small Business Management A step-by-step presentation of the operational procedures used by an owner/manager in starting and/or operating a small business firm. Suitable for marketing and management majors.

MAN 2905 1-4 sem. hrs.
Directed Study in Management

MAP 2302 3 sem. hrs.
Differential Equations Ordinary equation of any order including variation of parameters and Laplace transformation methods with applications. (Prerequisite: Appropriate placement scores or MAC 2312 or Corequisite: MAC 2312 together with permission of chairperson.) Lab fee: $5.

MAR 2720 3 sem. hrs.
Introduction to E-Commerce Course introduces students to the steps and strategies necessary for marketing products on the Internet. Emphasis is on tools, techniques, challenges and decision-making ability needed to participate in this rapidly growing sector of the economy.

MAR 2011 3 sem. hrs.
Principles of Global Marketing Internationalizing the Marketing Mix: A global approach to alternative ways of marketing. Domestic, international and multinational consideration of customer, product, price, promotion and place will be explored. Students will complete a marketing plan.

MAR 2905 1-4 sem. hrs.
Directed Study in Marketing

MAR 2949 1-4 sem. hrs.
Cooperative Education Experience in Marketing

MAS 2103 3 sem. hrs.
Linear Algebra A study of vectors, matrices, determinants, vector spaces, transformations, geometric and other applications. (Prerequisites: MAC 1140, MAC 1114 or permission of chairperson.) Lab fee: $5.

MAT 0002 4 college prep. crs.
Mathematics I (Pre-Algebra) A basic course in Arithmetic which provides an introduction and review of the basic operations of whole numbers, fractions, decimals and percents. (MAT 0002 cannot be used toward AA, AAS or AS degree requirements.) Lab fee: $5.

MAT 0024 4 college prep. crs.
Mathematics II (Elementary Algebra) An introduction to algebra: the concepts and skills needed for further study in algebra and general education mathematics. (MAT 0024 cannot be used toward AA, AAS or AS degree requirements.) Lab fee: $5.

MAT 1033 4 sem. hrs.
Intermediate Algebra Basic topics, with emphasis on fundamental operations, algebraic fractions, factoring, exponents, radicals, linear and quadratic open sentences and their graphs. (Prerequisite: Placement through the DBCC placement test or MAT 0024 with grade of “B” or better or permission of chairperson.) Lab fee: $5.

MAT 2905 1-4 sem. hrs.
Directed Study in Mathematics

MAT 2949 1-4 sem. hrs.
Cooperative Education Experience in Mathematics

MCB 1010C 4 sem. hrs.
Microbiology A study of the microbial world, with emphasis on structure, function, metabolism and principles of the host-parasite relationship. Three-hour lecture, three-hour laboratory. (Prerequisite or corequisite: ENC1101 and MAT1033. Corequisite: MCB 1010L.) Lab fee: $22.

MCB 2905 1-4 sem. hrs.
Directed Study in Microbiology

MEA 0005 4.03 voc. crs.
Introduction to Medical Assisting - Fundamentals This course covers the history of medicine, the medical assisting profession, the duties of a medical assistant, the characteristics of a medical assistant and members of the health care team, insurance, credits, collection methods and correct coding procedures for billing purposes will be covered. Students will also be prepared to seek employment in the field and be given guidelines for résumé writing, cover letters and follow-up letters for interview purposes. (Corequisites: MEA 0270, MEA 0233 and MEA 0230.)

MEA 0230 4.0 voc. crs.
Medical Terminology for Medical Assisting Students will demonstrate a knowledge and understanding of basic body systems. Terminology, spelling, diseases and procedures associated with each system will be covered in this course. (Corequisites: MEA 0005, MEA 0270 and MEA 0233.)

MEA 0253 6.0 voc. crs.
Anatomy & Physiology for Medical Assisting The student will have knowledge of the organization of the human body and how it functions in both a wellness and illness state. The course will also prepare the student to assist the physician in planning of and education of patients on diets as they relate to diseases/health of each of the body systems. (Corequisites: MEA 0005, MEA 0270 and MEA 0230.)

MEA 0242 3.0 voc. crs.
Pharmacology for Medical Assisting This course will prepare students to perform duties relevant to the administration of medications under the supervision of a physician. (Prerequisites: MEA 0005, MEA 0230, MEA 0253 and MEA 0270. Corequisite: MEA 0254, MEA 0256 and MEA 0256C) Lab fee: $7.

MEA 0254 4.0 voc. crs.
Clinical Procedures for Medical Assisting This course covers infection control techniques, how infections and blood borne pathogens are spread; basic first aid and emergency procedures, as well as how to maintain emergency equipment; how to take vital signs; prepare patients for, as well as assist with various procedures; quality control and how to maintain...
medication records; and accurately document interviews and findings. (Prerequisites: MEA 0005, MEA 0253, MEA 0270 and MEA 0233. Corequisites: MEA 0256C, MEA 0258 and MEA 0242.) Lab fee: $7.

**MEA 0256C** 6.3 voc. crs.
Laboratory Procedures for Medical Assisting The student will gain an understanding of the various laboratory tests, the departments in a laboratory, the personnel, safety rules and government regulations; how to perform basic tests; how to collect blood specimens by various methods; and how to perform electrocardiograms. (Prerequisites: MEA 0005, MEA 0230, MEA 0270 and MEA 0253. Corequisites: MEA 0254, MEA 0258 and MEA 0242.) Lab fee: $7.

**MEA 0258** 4.0 voc. crs.
Radiology for Medical Assisting Course will prepare the student for the state of Florida basic X-ray examination. The student will learn basic X-ray procedures, processing techniques and safety procedures. (Prerequisites: MEA 0005, MEA 0230, MEA 0253 and MEA 0270. Corequisites: MEA 0256C, MEA 0254 and MEA 0242.)

**MEA 0270** 4.0 voc. crs.
Clerical Procedures for Medical Assisting This course will prepare students to perform all duties of a medical office receptionist. Including, but not limited to, skills in typing, filing, scheduling and billing. (Corequisites: MEA 0005, MEA 0253 and MEA 0230.)

**MEA 0801** 8.0 voc. crs.
Externship for Medical Assisting The student will apply those skills gained in the classroom in a professional setting. They will be responsible for 240 hours of hands-on practical in physician’s offices, clinic settings and urgent care facilities. The school will be responsible for obtaining the clinical sites and monitoring the student’s progress to complete this portion of the program. Lab fee: $12.

**MET 2010** 3 sem. hrs.
Meteorology An introduction to the fundamentals of weather and climate. Topics include temperature, humidity, clouds, precipitation, air masses, fronts, storms, air pollution and climate. Emphasis is on how these processes take place and their results. (Pre or co-requisite: ENC 1101 and MAT 1033 or permission of chairperson.)

**MGF 2106** 3 sem. hrs.
College Mathematics A college mathematics course, including logic, rational numbers, algebra, geometry, statistics and other optional materials. (Prerequisite: Appropriate placement scores or MAT 1033 or permission of chairperson.) Lab fee: $5.

**MGF 2107** 3 sem. hrs.
Mathematics for Liberal Arts This course includes topics from consumer mathematics, mathematical modeling, geometry in art, graph theory, voting and apportionment techniques and history of mathematics. Applications to real world situations are emphasized. (Prerequisite: Appropriate placement scores or completion of MAT 1033 with a grade of ‘C’ or better or permission of chairperson.) Lab fee: $5.

**MGF 2118** 0 sem. hrs.
CLAST Mathematics Review A course designed for students who have failed the CLAST or need a review. Topics include logic, rational numbers, algebra, geometry and statistics. (Prerequisite: Appropriate placement scores or successful completion of college prep courses.)

**MKA 2021** 3 sem. hrs.
Sales Fundamentals and Procedures Practical course developing sales skills for both the student with an entry-level occupational interest and the student pursuing a career in selling.

**MKA 2041** 3 sem. hrs.
Global Retailing Retailing consists of all the activities in the sale of goods and services to the ultimate consumer worldwide as well as the structure of all retail outlets. Students will create a local to global retailing plan.

**MKA 2241** 3 sem. hrs.
International Marketing Dimensions Students will study the three dimensions of international marketing, marketing across national borders, marketing within foreign countries and coordination and integration of a firm marketing in many diverse foreign environments. Students will be involved in a major international project.

**MKA 2511** 3 sem. hrs.
Contemporary Advertising Worldwide To show the global significance of advertising. “You can tell the ideals of a nation by its advertisements,” students will study the global effect of advertising communications on business, industry and national economies. Marketing and creative strategies stressed. Class is designed not only for students of business, but students of graphic design, photography, journalism, sociology, political science, history or art. Students will complete an advertising campaign.

**MKA 2513** 3 sem. hrs.
Public Relations Introductory level approach to enable a student to develop a public relations program for a business or non-business organization in order to communicate with its multiple publics.

**MKA 2949** 1-4 sem. hrs.
Cooperative Education Experience in Marketing

**MNA 2161** 3 sem. hrs.
Quality Service Management This course examines quality service management and develops an appreciation for its vital importance in today’s businesses, nationally and internationally. The content includes customer service techniques, customer communications skills, dealing with challenging customers and problem-solving skills.

**MNA 2343** 3 sem. hrs.
Technical Supervision Students are given the opportunity to gain supervisory training and experience in an area business related to their technical field. (Prerequisite: MAN 2021. Corequisite: MNA 2345.)

**MNA 2345** 3 sem. hrs.
Supervision of Personnel Designed for the student who holds or aspires to a supervisory position. The management function of planning, organizing, staffing, directing and controlling will be comprehensively covered.

**MNA 2949** 1-4 sem. hrs.
Cooperative Education Experience in Management

**MSL 1001C** 1 sem. hr.
Foundations of Officership Examines the unique duties and responsibilities of officers, organization and role of the Army. Review skills pertaining to fitness and communication, analyze Army values and expected ethical behavior. (Prerequisite:
MSS 0157 2.5 voc. crs.
Anatomy & Physiology for Massage Therapist I A course designed to cover all organ systems of the human body and their structure and function, taking the student from an understanding of tissues from a cellular level to the individual organ systems and their relationship as a whole. Students will begin their understanding of the human skeleton and muscular systems through lecture and palpitation. (Prerequisite: Appropriate placement scores or successful completion of college prep courses.)

MSS 0158 2.5 voc. crs.
Anatomy & Physiology for Massage Therapist II A continuation of Anatomy & Physiology for Massage Therapist I with increased emphasis on the muscular system. Students will gain knowledge in kinesiology as origin and insertions and the action of muscles will be demonstrated through lecture, palpation and palpitation. (Prerequisite: MSS 0157)

MSS 0215 .33 voc. crs.
Statistics/Rules and Ethics Students will learn the history of massage and the applications of therapeutic massage in our health care system. The statistics and rules of the Florida Board of Massage will be covered and discussed in detail.

MSS 0274 1.5 voc. crs.
Pathology for the Massage Therapist This course will provide students with information about numerous pathological conditions. Emphasis will be on conditions that occur frequently enough that a practicing massage therapist will likely encounter them and those conditions that may be profoundly affected by massage therapy.

MSS 0283 1.7 voc. crs.
Allied Modalities I Course will cover the use of allied modalities related to massage. Students will be shown various modalities within scope of practice and become familiar with those outside their scope of practice. Lab fee: $5.

MSS 0284 1.7 voc. crs.
Allied Modalities II Course designed to enable students to gain professional attitudes with a commitment to the ethical practice of massage therapy. Employability skills as well as knowledge in business practices and standards will be discussed. This course will also increase students awareness of human relationship skills. (Prerequisite: MSS 0283) Lab fee: $5.

MSS 0315 .67 voc. crs.
Theory and Practice of Hydrotherapy This course will provide students with the history and principles of the theories of hydrotherapy as it applies to therapeutic massage practices.

MTB 1348 3 sem. hrs.
Applied Technical Math I Precalculus mathematics designed for Engineering Technology majors. Topics emphasized are functions and graphs, equations, geometry and right angle trigonometry. (Prerequisite: Placement through the DBCC placement test or MAT 0024 with grade of “B” or better or permission of Engineering Technologies chairperson.)

MUL 2051 3 sem. hrs.
Introduction to the Music of the World’s Peoples This survey course is designed for non-music majors with an interest in the humanities. It offers an introduction to musical concepts and its application to understanding non-Western music-cultures. This course meets the 3,000 minimum Gordon Rule requirement. (Prerequisite or corequisite: ENC 1101.)

MUL 1010 3 sem. hrs.
Music Appreciation A survey course designed to establish a broad understanding of Western and Non-Western musical styles. An emphasis will be placed upon critical listening skills, the recognition of fundamental musical elements and the roles of music in society from ancient to modern times. This course meet the 3,000 word minimum Gordon Rule requirement (Prerequisite: ENC 1101.) Lab fee: $5.

Performance Ensembles: The College offers students opportunities to participate in a variety of performance organizations. These are classified as Major Ensembles [all two- and
Conversions and the dominant seventh chord; sightsinging, ear training, keyboard harmony, harmonic and structural analysis and elementary dictation. Three-hour class, two-hour laboratory. (Prerequisite: Appropriate placement scores or successful completion of college prep courses.) Lab fee: $5.

MUT 1122
Music Theory II
Continuation of MUT 1121 through secondary dominant chords and modulation. Part-writing principles, figured bass writing for instruments and elementary composition. Sightsinging, ear training, keyboard harmony, harmonic and form analysis and intermediate dictation. Three-hour class, two-hour laboratory. (Prerequisites: Appropriate placement scores or successful completion of college prep courses and MUT 1121.) Lab fee: $5.

MUT 2126
Music Theory III
Study of modulations; altered chords; extended chord structures; form analysis through reading, writing sight-singing and ear training and keyboard harmony. Three-hour class, two-hour laboratory. (Prerequisites: Appropriate placement scores or successful completion of college prep courses and MUT 1122 or equivalent.)

MUT 2127
Music Theory IV
Study of modulation, altered chords, extended chord structures and extended-form analysis. Score reading, part writing, composition, sight singing, ear training and form analysis. Three-hour class, two-hour laboratory. (Prerequisites: Appropriate placement scores or successful completion of college prep courses and MUT 2126 or equivalent.)

Applied Music - Secondary Level
1 sem. hr.
Designed for students who have to study a secondary instrument for degree requirements or for students who perform at the college level and who are not music majors, but desire private applied music instruction. Required of students who are receiving a music scholarship. A lab fee of $70 must be paid in addition to the fee charged by the College for registration. Students should take 1000-level courses their first year and 2000-level their second year. May be repeated twice for credit.

MVB 1211-2221
Applied Music Secondary, Trumpet
MVB 1212-2222
Applied Music Secondary, French Horn
MVB 1213-2223
Applied Music Secondary, Trombone
MVB 1214-2224
Applied Music Secondary, Baritone Horn
MVB 1215-2225
Applied Music Secondary, Tuba
MVK 1211-2221
Applied Music Secondary, Piano
MVK 1212-2222
Applied Music Secondary, Harpsichord
MVK 1213-2223
Applied Music Secondary, Organ
MVO 1210-2220
Applied Music Secondary, Other Instruments
MVP 1211-2221
Applied Music Secondary, Percussion
MVS 1211-2221
Applied Music Secondary, Violin
MVS 1212-2222
Applied Music Secondary, Viola
MVS 1213-2223
Applied Music Secondary, Cello
MVS 1214-2224
Applied Music Secondary, String Bass
MVS 1215-2225
Applied Music Secondary, Harp
MVS 1216-2226
Applied Music Secondary, Guitar
MVV 1211-2221
Applied Music Secondary, Voice
MWW 1211-2221
Applied Music Secondary, Flute
MWW 1212-2222
Applied Music Secondary, Oboe
MWW 1213-2223
Applied Music Secondary, Clarinet
MWW 1214-2224
Applied Music Secondary, Bassoon
MWW 1215-2225
Applied Music Secondary, Saxophone
Applied Music - Principal Level  2 sem. hrs.
A lab fee of $150 must be paid in addition to the fee charged by the College for registration. Students should take 1000-level courses their first year and 2000-level courses their second year. May be repeated twice for credit.

- MVB 1311-2321  Applied Music Principal, Trumpet
- MVB 1312-2322  Applied Music Principal, French Horn
- MVB 1313-2323  Applied Music Principal, Trombone
- MVB 1314-2324  Applied Music Principal, Baritone Horn
- MVB 1315-2325  Applied Music Principal, Tuba
- MVK 1311-2321  Applied Music Principal, Piano
- MVK 1312-2322  Applied Music Principal, Harpsichord
- MVK 1313-2323  Applied Music Principal, Organ
- MVO 1310-2320  Applied Music Principal, Other Instruments

Applied Music-Group (Piano) I and II  1 sem. hr.
Open to all students. Required of all music majors and music theory students having had little or no previous piano instruction. Two hours of class per week. Lab fee: $15.

MVK 1111  1 sem. hr.
Applied Music-Group (Piano) I and II Class piano instruction. Open to all students. Required of all music majors and music theory students having had little or no previous piano instruction. Two hours of class per week. Lab fee: $15.

MVK 2121  1 sem. hr.
Applied Music-Group (Piano) III-IV Class piano instruction. Open to all students. Required of all music and music theory students having had little or no previous piano instruction. Two hours of class per week. Lab fee: $15.

MVS 1116  1 sem. hr.
Beginning Class Guitar Class in guitar instruction designed primarily for the beginner who does not read music. Emphasis on fundamentals of reading and technique. Lab fee: $15.

MVS 2126  1 sem. hr.
Intermediate Class Guitar Class in guitar instruction designed primarily for the intermediate guitar student who has developed rudimentary music reading skills. Emphasis on developing reading and technique to college level performance expectations. (Prerequisite: MVS 1116 or by audition) Lab fee: $15.

NUR 1021C  10 sem. hrs.
Introduction to Nursing Process Introduction of the nursing process and various nursing roles focusing on basic needs of the adult. (Prerequisites: BSC 1085C, ENC 1101, and MAC 1105. Corequisites: NUR 1021L, BSC 1086C and PSY 1012.) Lab fee: $76.

NUR 1030C  6 sem. hrs.
Nursing Process for the Certified Paramedic and Registered Respiratory Therapist (Web-enhanced) Introduction to the nursing process for certified paramedics and registered respiratory therapists emphasizing basic needs and nursing care of the hospitalized adult with simple medical-surgical problems. (Prerequisites: AAS degree in Emergency Medical Services or Respiratory Care, ENC 1101, ENC 1102, MAC 1105, BSC 1085C, BSC 1086C and PSY 1012. Corequisite: NUR 1030L) Lab fee: $76.

NUR 1201C  12 sem. hrs.
LPN to ADN Bridge Transition Application of the nursing process in various nursing roles focusing on simple needs of the medical-surgical patient. (Prerequisites: PSY 1012, ENC 1101, MAC 1105, BSC 1085C, BSC 1086C and ENC 1102. Corequisite: MCB 1010C and NUR 1201L) Lab fee: $72.50.

NUR 1212C  10 sem. hrs.
Nursing Process II Application of the nursing process in various nursing roles focusing on simple needs of the medical-surgical patient. (Prerequisite: NUR 1021C. Corequisites: ENC 1102, MCB 1010C and NUR 1212L) Lab fee: $62.

NUR 1213C  6 sem. hrs.
Nursing Process II for the Certified Paramedic and Registered Respiratory Therapist Application of the nursing process in various nursing roles focusing on simple needs of the medical-surgical patient. (Prerequisite NUR1030C. Corequisite NUR1213L) Lab fee: $62.

NUR 2310C  4 sem. hrs.
Nursing Process III: Maternal Health Application of the nursing process in various nursing roles focusing on maternal health. (Prerequisites: NUR 1210C, NUR 1212C or 1213C. Corequisites: NUR 2311C and NUR 2310L) Lab fee: $36.

NUR 2311C  4 sem. hrs.
Nursing Process III: Child Health Application of the nursing process in various nursing roles focusing on child health. (Prerequisites: NUR 1201C, NUR 1212C or NUR1213C. Corequisites: NUR 2310C and NUR 2311L)

NUR 2512C  4 sem. hrs.
Nursing Process IV: Psychiatric and Mental Health Nursing Application of the nursing process in various nursing roles focusing on mental health of all ages. (Prerequisite: NUR 1212C, NUR1213C or NUR 1201C. Corequisite: NUR 2512L) Lab fee: $56.

NUR 2744C  8 sem. hrs.
Nursing Process V: Advanced Medical-Surgical Nursing Application of the nursing process in various nursing roles focusing on complex needs of the medical-surgical adult patients. (Prerequisites NUR 2310C, NUR 2311C, and NUR 2512C. Corequisites: SPC 2600 and Cultural and Aesthetic Elective, NUR 2832C and NUR 2744L) Lab fee: $62.

NUR 2905  1-4 sem. hrs.
Directed Study in Nursing

NUR 2832C  2 sem. hrs.
Management and Leadership Concepts Application of the nursing process in various nursing roles focusing on the role of the nurse as a provider/manager of care. The role of the nurse in the profession, clinical decision making, management and leadership process and skills, critical thinking and analysis in a complex health care environment will be emphasized. (Prerequisites: NUR 2310C, NUR 2311C, NUR 2512C and NUR 2744C. Corequisites: NUR 2744C and NUR 2832L) Lab fee: $5.
Course Descriptions

OCA 0311 4.0 voc. crs.
Word Processing Applications A study of information processing in the modern office. The student will be given hands-on experience in identifying the components of the computer and creating, formatting and editing documents using current word processing software. (Corequisites: OTA 0421, ENC 0030 and OTA 0102) Lab fee: $10.

OCB 2013C 4 sem. hrs.
Introduction to Marine Biology An introduction to chemical, physical and biological components of marine environment. Emphasis is on the study of marine organisms and their ecological roles within the specific topics to include Florida coastal regions, endangered marine species and tropical coral reef ecosystems. Several one-day field trips are scheduled in addition to the weekly lab sessions. (Pre or co-requisite: ENC1101 and MAT1033. Corequisite: OCB 2013L) Lab fee: $20.

OST 1435 3 sem. hrs.
Keyboarding and Formatting II Emphasis on timed production of various business forms and correspondence, speed and accuracy drills and an understanding of basic business functions. Students must register for lab. (Prerequisite: OST 1100 or OST 1711 or knowledge of Word software.) Student must register for lab. Lab fee: $6.

OST 1100 4 sem. hrs.
Keyboarding and Formatting I Introduction to the touch system of keyboarding (computer-aided) with application (using Word software) of skills to problems including letters, tabulations and manuscripts. Student must register for lab. Lab fee: $6.

OST 1110 4 sem. hrs.
Keyboarding and Formatting II Emphasis on timed production of various business forms and correspondence, speed and accuracy drills and an understanding of basic business functions. Students must register for lab. (Prerequisite: OST 1100 or permission of chairperson.) Lab fee: $6.

OST 1141 1 sem. hr.
Keyboarding Course emphasizes proper use of a keyboard. Designed for all students who are or will be using computer terminals. Lab fee: $6.

OST 1435 3 sem. hrs.
Legal Terminology An explanation of the common legal vocabulary involved in the broad, general principles of substantive law. Lab fee: $6.

OST 1711 3 sem. hrs.
Word Processing I A study of word processing concepts, techniques and applications. Document preparation and formatting is emphasized. Hands-on experience using word processing software is included. Student must register for lab. (Prerequisite: OST 1100 or OST 1141 or permission of chairperson.) Lab fee: $6.

OST 1760 4 sem. hrs.
Word Processing II A study of information processing and hands-on experience using a word processor. Student must register for lab. Lab fee: $6.

OST 2336 3 sem. hrs.
Business Communications Principles and techniques of correspondence, including specialized letter writing, research reports and oral presentations. (Prerequisite: ENC 1101 or ENC 1200.)

OST 2401 4 sem. hrs.
Basic Office Procedures This course provides the basic elements of correct office training skill development and serves as the nucleus for legal and medical office procedure courses as well. Keyboarding skills are used in this course. Anyone without keyboarding experience should register for OST 1100 or OST 1141 as a Corequisite. (Prerequisite: OST 1100 or OST 1711 or knowledge of WordPerfect.) Student must register for lab. Lab fee: $6.

OST 2431 4 sem. hrs.
Legal Keyboarding and Office Procedures A study of the legal secretarial role, professional relations, legal terminology and legal office procedures, including preparation of legal documents using automated dictation equipment. (Prerequisite: OST 1100 or OST 1711 or knowledge of Word software.) Student must register for lab. Lab fee: $6.

OST 2461 4 sem. hrs.
Medical Keyboarding and Office Procedures Study of advanced medical office procedures including professional office relations, administrative skills, preparation of medical documents and management of office operations. (Prerequisite: OST 1100 or OST 1711 or knowledge of Word software.) Student must register for lab. Lab fee: $6.

OST 2501 3 sem. hrs.
Office Management Study of the organization and management of office personnel, electronic office equipment and the development of management skills. Students must register for lab.

OST 2710 1 sem. hr.
Beginning Word Processing This course introduces a full-featured word processing program designed to create professional looking documents that can be easily revised. A series of projects are created that are frequently encountered in a business or academic environment. Materials fee: $15.

OST 2713 4 sem. hrs.
Advanced Computer Software Applications A study of advanced concepts, features and applications of personal computers; and advanced techniques in using word processing, electronic spreadsheets and database management software. (Prerequisite: CGS 2100 or permission of chairperson.) Student must register for lab. Lab fee: $6.

OST 2905 1-4 sem. hrs.
Directed Study in Office Systems Management Students who desire credit in this area should meet with the chairperson of the Business Department.

OST 2994 1 sem. hr.
Beginning Business Database Software Introducing a full-featured database management system, designed to create a database that can be easily revised and updated to reflect changes in a business or academic organization. A series of projects are created that are frequently encountered in a business or academic environment. Material fee: $15.

OTA 0102 4.0 voc. hrs.
Computer Keyboarding Student will be introduced to the touch system of keyboarding with application (using current software applications) of skills as related to office correspondence, reports, spreadsheets, tabulations, manuscripts and memoranda. (Corequisites: OTA 0421, ENC 0030 and OCA 0311.) Lab fee: $10.
OTA 0421 5.0 voc. crs.
Introduction to General/Medical/Legal Office Procedures
Prepare students for employment as an office support technician in a medical, legal or general office setting. Students will learn basic concepts and operation of an office with an emphasis on telephone skills, customer relations, employability skills and operation of office equipment. (Corequisite: OCA 0311, ENC 0030 and OTA 0102.) Lab fee: $10.

OTH 1001 4 sem. hrs.
Introduction to Occupational Therapy
Students are introduced to the field of occupational therapy; the history, philosophy, and underlying concepts of the profession; and exposed to various clinical settings and personnel. It also includes an introduction to basic medical terminology. Lab fee: $5.

OTH 1006 1 sem. hr.
Occupational Therapy Documentation
This course provides the student with the history, components, current trends and mechanics of documentation for occupational therapy services. Documentation as related to reimbursement is emphasized. (Prerequisites: OTH 2300C and OTH 1800.)

OTH 1012C 2 sem. hrs.
Occupational Therapy Communications
Provides instruction in developing therapeutic communication skills; cultural competency in dealing with a multicultural environment; and introduces group dynamics. (Prerequisites: ENC 1101. Corequisite: OTH 1001.)

OTH 1014C 3 sem. hrs.
Kinesiology for Occupational Therapy
Reviews the structure and function of the musculoskeletal system with emphasis on the mechanical aspect of human motion. Muscle testing, flexibility testing, goniometry and the aspects of normal movement and posture will be covered. (Prerequisite: BSC 1086C.)

OTH 1800 1 sem. hr.
Occupational Therapy Practicum I
Level I field placements provide opportunities for students to apply basic occupational therapy principles and techniques. The placements are integrated in didactic courses to provide hands-on learning and participation under the direction of placement supervisors. (Prerequisites: OTH 1001 and CPR certification.) Lab fee: $12.

OTH 1802 2 sem. hrs.
Occupational Therapy Practicum II
Students will perfect methods and techniques expected of entry-level Certified Occupational Therapy Assistants (COTA’s) while participating in observation, evaluation, treatment planning and treatment delivery under the direction of their supervisors. (Prerequisites: OTH 1800 and CPR certification.) Lab fee: $4.

OTH 2108C 2 sem. hrs.
O.T. Technology and Therapeutic Devices
Presents an overview of technology driven occupational therapy tools used in a variety of treatments. Lecture and lab experiences include assistive technology and adaptive devices, computer software and a splinting workshop. (Prerequisites: OTH 1014C and OTH 2121C. Corequisite: OTH 2420.) Lab fee: $20.

OTH 2121C 4 sem. hrs.
Activity Analysis/Therapeutic Media
Focuses on use of occupation and the “purposeful activity” related to increasing the functional levels of individuals. Appropriate activities and therapeutic media used in diagnosis and treatment plans are covered as well as the ability to analyze those activities. Students have the opportunity to practice a variety of the introduced techniques via lab experiences. (Prerequisites: OTH 1012C and OTH 1014C.) Lab fee: $15.

OTH 2300C 3 sem. hrs.
Psychosocial Occupational Therapy
Provides an overview of psychopathology as well as understanding of occupational therapy evaluations, treatment planning, intervention strategies and documentation used in psychosocial dysfunction. Labs provide opportunities to observe and practice specific techniques. (Prerequisites: OTH 1001, PSY 1012 and OTH 1012C.) Lab fee: $5.

OTH 2410 3 sem. hrs.
Introduction to Human Disease
This course will familiarize the student with the etiology, diagnosis, detection, medical management and prognosis of selected medical and surgical conditions commonly encountered in physical medicine and rehabilitation. (Prerequisite: OTH 1001 and BSC 1086C.)

OTH 2420 4 sem. hrs.
Occupational Therapy for Physical Dysfunction
Provides the student with an understanding of evaluations, treatment planning, intervention strategies and documentation used in physical disabilities. Labs and occupational therapy settings provide opportunities to observe and practice specific techniques. (Prerequisites: OTH 1014C and OTH 2410.) Lab fee: $5.

OTH 2520 4 sem. hrs.
Pediatric Occupational Therapy
This course introduces students to the role of occupational therapy in a pediatric setting. It includes the normal development processes specific to pediatric-related disorders and how they impact development, treatment approaches and interventions; and legal, ethical, and family issues related to children with special needs, ages 0-21 years. (Prerequisites: OTH 2410 and OTH 2121C.) Lab fee: $5.

OTH 2602 2 sem. hrs.
Gerontology for Occupational Therapy
This course will provide an overview of the normally occurring physiological and psychosocial process of aging as compared to those which are pathological. The O.T.A.’s role in evaluation, treatment and continuity of care for occupational performance will be included with emphasis on treatment implementation and program planning. It will also include a review of various practice settings, service delivery issues and legislative and ethical issues related to the older adult. (Prerequisite: OTH 2410. Corequisite: OTH 2121C.)

OTH 2840 5 sem. hrs.
O.T. Supervised Clinical Practice I
Requires full-time field work for eight weeks in an O.T. treatment program. The student gains clinical experience working with patients under the supervision of an OTR/L. The student adheres to all the policies and regulations of the clinic. (Prerequisites: OTH 1802 and CPR certification. Corequisite: OTH 2933.) Lab fee: $4.

OTH 2841 5 sem. hrs.
O.T. Supervised Clinical Practice II
Requires full-time field work for eight weeks in an O.T. treatment program with a diagnostic group other than that chosen for OTH 2840. (Prerequisites: OTH 2840 and CPR certification. Corequisite: OTH 2933.) Lab fee: $4.

OTH 2933 1 sem. hr.
O.T. Seminar for Clinical Practice
Presents a variety of
issues such as the transition from student to practitioner, relationships between OTA's and other health care professionals, ethics review, licensing requirements, resource and management skills, job search strategies and preparation for the national Certification Exam. (Corequisites: OTH 2840 and OTH 2841.) Lab fee: $5.

PGY 1115 6 sem. hrs.
Color Materials and Processes. This course explores creative methods of utilizing color processes in photographic imagery. Explores the technical, conceptual and production relationships in color photography. (Prerequisites: PGY 1403 and PGY 1402. Corequisite: GRA 1741.) Class materials fee: $60.

PGY 1265 4 sem. hrs.
Advanced Processes and Techniques The students will explore more complex aesthetic and technical problems using a variety of traditional and digital camera and darkroom techniques. Introduces digital image capture using a variety of formats and covers alternative chemistry, toners, archival processing, various techniques and materials in the photo studio and presentation. (Prerequisites: PGY 1403 and PGY 1402. Corequisites: PGY 1806 and PGY 2000.) Class materials fee: $45.

PGY 1402 4 sem. hrs.
Photographic Materials and Processes An orientation to small and medium format camera lenses and accessories. Also includes exposure, development, printing and technical assessment of photographs. (Corequisite: PGY 1403.) Class materials fee: $45.

PGY 1403 4 sem. hrs.
Fundamentals of Photography This course introduces the basic aesthetic and theoretical aspects of photographic communication including the historical and critical context for looking at and creating photographs. (Corequisite: PGY 1402.) Class materials fee: $45.

PGY 1806 4 sem. hrs.
Digital Imaging This course covers digital photographic systems and aesthetics with a focus on production techniques and creative expression. (Prerequisites: PGY 1402, PGY 1403 and GRA 1100. Corequisite: PGY 1265.) Class materials fee: $45.

PGY 2000 3 sem. hrs.
History and Aesthetics of Photography This course traces the development of the photographic processes, cites the major contributions to the development of the art and examines contemporary aesthetic thought and practice. (Prerequisite: Appropriate placement scores or successful completion of college prep courses.) Class materials fee: $5.

PGY 2107 4 sem. hrs.
Large Format Photography Introduces concepts, techniques and applications for large-format cameras, including technical movements, perspective, composition and viewpoint. (Prerequisites: PGY 2215 and PGY 2216.) Class materials fee: $45.

PGY 2215 4 sem. hrs.
Studio Lighting Development of lighting skills and practice in the production of studio portraits. (Prerequisites: PGY 1115 and PGY 1265. Corequisite: PGY 2216.) Class materials fee: $45.

PGY 2216 4 sem. hrs.
Location Photography Development of location lighting skills in editorial, illustrative and interpretive portraits. (Prerequisites: PGY 1115 and PGY 1265. Corequisite: PGY 1265.) Class materials fee: $45.

PGY 2245 3 sem. hrs.
Underwater Photography Underwater photographic applications and techniques, including equipment and film stock choices, lighting limitations and dive planning. Includes SCUBA instruction toward international certification. Lab fee: $80. Other fees and rentals may apply.
PGY 2321 3 sem. hrs.
Professional Photographic Business Introduces the professional practices required to successfully run a photographic business. Provides a detailed industry overview through guest lectures, field trips and professional seminars. Topics include business types and structures, legal and financial issues, promotion and marketing, billing, pricing and copyright. Offered in cooperation with the American Society of Media Photographers. (Prerequisite: Permission of the program manager.)

PGY 2470 1-3 sem. hrs.
Advanced Photo Workshop Topics for this course are selected from a range of advanced applied and technical areas and are designed to develop a specific set of professional skills. Student work will represent an independent and professionally challenging contribution to the discipline. Course may be offered as a Field Studies travel class. (Prerequisite: Permission of the assistant chair.) Class materials fee: $15.

PGY 2480C 4 sem. hrs.
Gallery Practices The principles of museum practices and operations will be presented in this course. Both theoretical and practical experiences will be obtained. (By permission of assistant chair or chairperson.)

PGY 2655 4 sem. hrs.
Applied Photography Intensive development of skills and concepts in the production of photographs for illustration, editorial and advertising contexts. Designed to emulate professional world conditions. Course emphasizes problem-solving techniques, the working process and the refinement of photographic style. (Prerequisites: PGY 2216 and PGY 2215. Corequisite: PGY 2107.) Class materials fee: $45.

PGY 2705 3 sem. hrs.
Digital Video and Sound This course introduces students to non-broadcast video production and concepts including camera operation, image control and aesthetics and editing. Covers non-linear editing and digital audio post production. (Prerequisites: GRA 2158 and either PGY 2801 or PGY 1100.) Class materials fee: $20.

PGY 2710 3 sem. hrs.
Advanced Digital Video and Sound This course in digital video production techniques covers advanced skills with production planning and execution, camera operation, editing and post-production effects. (Prerequisite: PGY 2705.) Class materials fee: $20.

PGY 2801 3 sem. hrs.
Digital Photography This course introduces fundamental photographic skills through digital technologies. Emphasis is placed on the tools, techniques and aesthetics of a range of digital photographic applications pertaining to graphic design and interactive media. (Prerequisites: PGY 1403, PGY 1402, GRA 1100; Corequisite: PGY 1265.) Class materials fee: $45.

PGY 2905 1-3 sem. hrs.
Directed Study in Photography Advanced study in any of the following areas: fine art, portrait, commercial and journalistic photography. (Prerequisite: Permission of chairperson.)

PGY 2935 3 sem. hrs.
Portfolio Workshop Examines professional issues relevant to current photographic practice through the presentation of theoretical and production projects. Includes a review of visual communications concepts and critical theory. Emphasis will be placed on developing the format, content and sequencing of a portfolio appropriate to a particular industry segment. (Prerequisite: AAS/AS degree in Photographic Technology or permission of the assistant chair.) Class materials fee: $30.

PGY 2949 1-4 sem. hrs.
Cooperative Education Experience in Photography Supervised workplace training and production experience at studios and laboratories and production facilities. A minimum of 180 clock hours placement is required for three hours credit. (Prerequisite: PGY 2321 or permission of the assistant chair.)

PHI 1100 3 sem. hrs.
Practical Logic An examination of rules for validity appropriate to inferences; application of syllogisms and involved arguments utilizing everyday experiences; analysis of the thinking process; and evaluation of arguments. (Prerequisite: Appropriate placement scores or successful completion of college prep courses.) Lab fee: $5.

PHI 2001 3 sem. hrs.
Introduction of Philosophy I This course presents an introduction to an overview of the major areas of philosophy. It introduces the student to the methods of philosophy, some of the major questions addressed by philosophy and to a selection of the philosophies and philosophers found throughout the world from the ancient ages to the present. This course meets the 3,000 word minimum Gordon Rule requirement. (Prerequisite: ENC 1101.)

PHI 2002 3 sem. hrs.
Introduction of Philosophy II This course presents an in-depth focus upon a specific area of philosophy. Through a variety of selected readings the student will be introduced to some of the major philosophies and philosophers in the area focused upon. Specific focus may vary from one semester to the next. (Prerequisites: Appropriate placement scores or successful completion of college prep courses and ENC 1101 and PHI 2001 or permission of chairperson.)

PHI 2600 3 sem. hrs.
Introduction to Ethics An introduction to the key concepts and principles of ethics as a basis for the study of values, ethical decisions, right actions and justice. It covers the philosophical roots, as well as modern applications of ethics based upon the ideas and influence of many diverse philosophers, both classical and modern. Eastern and Western, female and male. This course meets the 3,000 word Gordon Rule Requirement. (Prerequisite: ENC 1101.)

PHI 2905 1-4 sem. hrs.
Directed Study in Philosophy and Logic (Prerequisite: Appropriate placement scores or successful completion of college prep courses.)

PHT 1006 3 sem. hrs.
Introduction to Physical Therapy Introduces the student to the history and philosophy of physical therapy, the national organization; legal and ethical responsibilities as a PTA and basic job responsibilities and duties of the physical therapist assistant (PTA), to include SOAP Note writing. Emphasis will be placed on the team building concept. (Prerequisite: Admission to the Physical Therapist Assistant program.) Lab fee: $5.

PHT 1128 4 sem. hrs.
Kinesiology for PTA This course covers the relationships between the systems that relate to the functional movement of the human body. This course will also cover all functional body movements such as body mechanics, gait deviations and body movements. (Prerequisite: BSC 1085C.)
**PHT 1251**

**Patient Care Skills** This course begins the implementation of treatment techniques in patient positioning, passive exercises, vital signs, transfers, functional mobility, gait training with assistive devices, lifting precautions and infection control. (Prerequisite: Admission to the Physical Therapist Assistant program. Corequisite: PHT 1251L.)

**PHT 1251L**

**Patient Care Skills Lab** This laboratory course begins the implementation of treatment techniques in patient positioning, passive exercises, vital signs, transfers, functional mobility, gait training with assistive devices, lifting precautions and infection control. (Prerequisite: Admission to the Physical Therapist Assistant program. Corequisite: PHT 1251.)

**PHT 1300**

**Pathology for PTA** This course will cover all body systems with an emphasis on the orthopedics and neuromuscular diseases commonly treated in the physical therapy department. (Prerequisite: Admission to the Physical Therapist Assistant program.)

**PHT 2130**

**Neurological Diagnoses for PTA** This course provides instruction in common neurological problems treated by the PTA. Emphasis will be placed on the client with a stroke. Diagnoses will include pediatric, adult and geriatric problems. Clinical decision making skills will be included. (Prerequisite: PHT 1300.)

**PHT 2140**

**Rehabilitation Skills for PTA** This course provides instruction in common neurological problems treated by the PTA. Emphasis will be placed on the client with closed head injury, degenerative neurological diagnoses and pediatric disorders. The effects of aging will be discussed as related to physical therapy treatments. Clinical decision making skills will be included. (Prerequisite: PHT 1300.)

**PHT 2140L**

**Rehabilitation Skills Lab** This course provides clinical lab skills for treating common neurological problems. Emphasis will be placed on skills and treatments to be used with clients with closed head injury, degenerative neurological diagnoses and pediatric disorders. Clinical decision making skills will be included. (Prerequisite: PHT 1300) Lab fee: $5.

**PHT 2211**

**Modalities I** This course includes the indications and contraindications for therapeutic modalities of superficial heat and cold, hydrotherapy, ultrasound and traction; to include the treatment of wounds and burns seen in the physical therapy department. (Prerequisites: Admission to the Physical Therapist Assistant program, PHT 1006 and PHT 1251. Corequisite: PHT 2211L)

**PHT 2211L**

**Modalities I Lab** Laboratory application of therapeutic modalities for superficial heat and cold, hydrotherapy, ultrasound and traction; to include the treatment of wounds and burns as seen in the physical therapy department. (Prerequisites: Admission to the Physical Therapist Assistant program, PHT 1006 and PHT 1251. Corequisite: PHT 2211) Lab fee: $15.

**PHT 2212**

**Modalities II** This course includes the indications, precautions and contraindications in the use of electrical stimulation equipment for a variety of neurological and musculoskeletal conditions. (Prerequisites: PHT 2211 and PHT 2211L Corequisite: PHT 2212L)

**PHT 2212L**

**Modalities II Lab** This laboratory course teaches the application of electrical stimulation equipment used for a variety of neurological and musculoskeletal impairments. (Prerequisites: PHT 2211 and PHT 2211L Corequisite: PHT 2212) Lab fee: $5.

**PHT 2220**

**Therapeutic Exercise I** This course provides instruction for therapeutic exercise techniques with the rationale for treating musculoskeletal and neurological impairments in the PT Department. (Prerequisites: Admission to Physical Therapist Assistant program. Corequisite: PHT 2220)

**PHT 2220L**

**Therapeutic Exercise I Lab** Laboratory application of therapeutic exercise techniques with the rationale for treating musculoskeletal and neurological impairments in the PT Department. (Prerequisites: Admission to Physical Therapist Assistant program. Corequisite: PHT 2220L) Lab fee: $5.

**PHT 2221**

**Therapeutic Exercise II** This course will include the therapeutic exercises for orthopedic problems, cardiovascular conditions to include postural drainage along with application of Manual Muscle Testing. (Prerequisites: PHT 2220 and PHT 2220L Corequisite: PHT 2221L) Lab fee: $5.

**PHT 2221L**

**Therapeutic Exercise II Lab** This lab course will include the application of therapeutic exercises for orthopedic problems, cardiovascular conditions to include postural drainage along with application of Manual Muscle Testing. (Prerequisites: PHT 2220 and PHT 2220L Corequisite: PHT 2221) Lab fee: $10.

**PHT 2229**

**Physical Disabilities** This course provides instruction in the common orthopedic problems and treatments for the trunk, lower extremities and upper extremities as seen in the physical therapy department. (Prerequisites: PHT 1300, PHT 2220 and PHT 2220L)

**PHT 2235**

**Therapeutic Exercise III** This course will include the application of therapeutic exercises for clients with vascular problems, amputations, stroke and pediatric conditions. (Prerequisites: PHT 2221 and PHT 2221L Corequisite: PHT 2235L)

**PHT 2235L**

**Therapeutic Exercise III Lab** This course will include the application of therapeutic exercises for clients with vascular problems, amputations, stroke and pediatric conditions. (Prerequisites: PHT 2221 and PHT 2221L Corequisite: PHT 2235)

**PHT 2804**

**PTA Clinical Practicum I** This level I clinical experience provides supervised planned learning opportunities for students to apply basic physical therapy principles and techniques under the direction of physical therapists and
assistant student with the professional, legal and ethical considerations. Membership in professional organizations, licensure, code of ethics and standards of professional practice will be discussed. Other areas such as community involvement, basic pharmacology, ADA legislation and documentation will be addressed. (Prerequisites: PHT 2810.) Lab fee: $9.

PHT 2931 2 sem. hrs.
PHT Seminar This course will acquaint the physical therapist assistant student with the professional, legal and ethical considerations. Membership in professional organizations, licensure, code of ethics and standards of professional practice will be discussed. Other areas such as community involvement, basic pharmacology, ADA legislation and documentation will be addressed. (Prerequisites: PHT 2130 and PHT 2130L)

PHY 2949 1-4 sem. hrs.
Cooperative Education Experience in Physics

PHY 1053C 4 sem. hrs.
College Physics I Vectors, systems of measurement, laws of motion, energy, heat, mechanical and thermal properties of matter. (Pre or co-requisites: ENC 1101 and Prerequisite MAC 1114 or MTB 1349 or permission of chairperson. Co-requisite: PHY 1053L) Lab fee: $10.

PHY 1054C 4 sem. hrs.
College Physics II Sound, wave motion, electrostatics, magnetism and physical and geometrical optics. (Prerequisite: PHY 1053C or permission of chairperson. Co-requisite: PHY 1054L) Lab fee: $10.

PHY 2048C 5 sem. hrs.
University Physics I Kinematics of motion in one, two and three dimensions, vectors, dynamics, Newton’s laws of motion, gravitation, work, power and energy, and systems of particles, wave motion and sound, heat and thermodynamics. (Prerequisite: Appropriate placement scores or successful completion of college prep courses. Prerequisites or Co-requisites: MAC 2311 and PHY 2048L) Lab fee: $10.

PHY 2049C 5 sem. hrs.
University Physics II Electrodynamics, current electricity, DC circuits, AC circuits and resonance, magnetism, electromagnetic radiation, geometric optics and physical optics. Introduction to special relativity and quantum effects. (Prerequisite: PHY 2048C. Prerequisites or Co-requisites: MAC 2312 and PHY 2049L) Lab fee: $10.

PHY 2101 3 sem. hrs.
Modern Physics This is an introductory modern physics course designed primarily for students majoring in the sciences, engineering or mathematics. Topics include the special theory of relativity, wave properties of matter, the Schrodinger wave equation, atomic structure, molecular bonding, the electrical and magnetic properties of solids, semiconductors, the atomic nucleus and nuclear interactions. (Prerequisites: PHY 2049 and MAC 2312. Co-requisite: MAC 2313.)

PHY 2905 1-4 sem. hrs.
Directed Study in Physics (Prerequisite: Appropriate placement scores or successful completion of college prep courses.)

PLA 1003 3 sem. hrs.
Introduction to Paralegal General overview of laws affecting client’s problems with a working knowledge of theory and concepts so as to perform supporting legal tasks for the attorney. Lab fee: $5.

PLA 1103 3 sem. hrs.
Legal Writing and Research I Study of legal researching methods, writing techniques, and use of the law library in preparing memoranda, legal argument, format, legal citations and other legal documents. (Corequisites or prerequisites: ENC 1101 and BUL 2241.) Lab fee: $5.

PLA 1610 3 sem. hrs.
Real Estate Law and Property A study of real estate transactions and conveyances such as deeds, contracts, leases, easements and closing documents and the problems encountered in drafting these conveyances. Lab fee: $5.

PLA 1800 3 sem. hrs.
Law of Domestic Relations A study of the fundamental principles and laws involving marriage, dissolution, separation agreements, custody, adoption, minor children, support provisions and property disposition. Lab fee: $5.

PLA 2114 3 sem. hrs.
Legal Writing and Research II A study of the various legal writing techniques in presenting the results of legal research. Emphasis on legal argument and development of legal instruments and documents. (Prerequisites: ENC 1101 and PLA 1103.) Lab fee: $5.

PLA 2200 3 sem. hrs.
Introduction to Litigation, Torts and Evidence A study of the court system and the litigation process, including preliminary interviews with clients, investigation and marshalling of facts, drafting of all pleadings and motion practice. (Prerequisites: ENC 1101 and PLA 1103.)

PLA 2303 3 sem. hrs.
Criminal Law and the Paralegal A study of the origin, structure and definition of criminal law, including criminal prosecution, investigation, pre-trial and trial procedures, and the criminal court system.

PLA 2460 3 sem. hrs.
Bankruptcy Law The purpose of this course is to introduce students to the historical, political, economic and legal principles of bankruptcy law. Lab fee: $5.

PLA 2600 3 sem. hrs.
Probate Administration A study of wills, trusts and estate administration. Analysis of the substantive law in view of drafting and researching the legal issues. (Prerequisites: PLA 1003 and BUL 2241 or BUL 2240 or permission of chairperson.)
Course Descriptions

PLA 2763  
Law Office and Management  This course is designed to familiarize the student with the practical inner workings of a law office, including its equipment, office procedures and management.

PLA 2880  
Constitutional Law  The course is developed both topically and historically to approach the judicial review process, the doctrine of implied powers, the three branches of power, substantive due process along with equal protection, civil rights, free speech and religion.

PLA 2905  
Directed Study in General Law

PLA 2949  
Cooperative Education Experience in General Law

PMT 0101  
Welding and Mechanical Blueprint Reading  This course provides students with the understanding and fundamentals of Industrial Blueprint Reading including blueprint symbols, dimensions, joints, fabrication and welding symbols. (Prerequisite or Corequisite: PMT 0102.) Lab fee: $15.

PMT 0102  
Welding I  This course introduces the students to the skill of welding by giving the students a basic understanding of the various types of welding (MIG, TIG and Oxy-Acetylene). Students will have an opportunity to learn welding theory in the classroom and receive "hands-on" instruction in the welding lab. Lab fee: $40.

PMT 0121  
Shield Metal Arc Welding (SMAW)  This course provides the student with knowledge and skills in Shielded Metal Arc Welding. Inclusive of this is welding terminology and safety, as well as equipment set-up operations and proper welding techniques. (Prerequisites: PMT 0102 and PMT 0101.) Lab fee: $40.

PMT 0124  
Welding II  This course advances the skill level of the students that already have a basic understanding of welding technology. Students receive instruction in advanced welding theory and become more skilled at the various types of welding which is practiced in a laboratory setting. (Prerequisites: PMT 0102 and PMT 0101.) Lab fee: $40.

PMT 0131  
Gas Tungsten Arc Welding (GTAW or TIG)  This course is designed to provide students with the knowledge and skills to safely operate a Gas Tungsten Arc Welder (TIG). Students will learn to TIG weld both ferrous and non-ferrous metals, and perform appropriate types of welds on those metals. (Prerequisites: PMT 0102 and PMT 0101.) Lab fee: $40.

PMT 0134  
Gas Metal Arc Welding (GMAW or MIG)  This course introduces the student to the Gas Metal Arc Welding processes, including safe operating practices, handling and storage of compressed gasses, process principles, component identification and metal identification. (Prerequisites: PMT 0102 and PMT 0101.) Lab fee: $40.

PMT 1212C  
Machine Tool Technology I  An introductory course in basic machining and bench work, use of measuring tools, precision layout and cutting tool grinding. Lab fee: $15.

PMT 1223C  

PMT 1250  
Introduction to Computer Numerical Control  The history and development of CNC including programming methods, setup and operation of CNC drilling, milling and turning machines. Manual and computer assisted programming are taught.

PMT 2225C  
Machine Tool Technology III  A continuation of Machine Tool Tech. II. Tooling operations, advanced machining, grinding, EDM operation and CMM inspection, heat testing and cutter grinding. (Prerequisite: PMT 1223C.)

PMT 2254C  
CNC Programming II  A continuation of PMT 1250 Intro to CNC. Lathe and mill CNC programming. Tool and fixture offsets, plus outside programming from CAD/CAM software. (Prerequisite: PMT 1250.)

PMT 2261C  
Introduction to Computer Aided Manufacturing (Mastercam)  Training in 2-dimensional toolpath creations of contoured parts. M&G code programming. (Prerequisite: PMT 1250.) Lab fee: $15.

PMT 2262C  
CAD/CAM II (Mastercam)  Advanced training on CAD/CAM operation using Mastercam software. Creating machine tool paths from original drawings and transferred files. 2-D and 3-D geometry shapes are also used in format.

PMT 2720  
EDM Machining Processes  EDM machining uses electrical energy to remove materials. This course offers training in wire EDM machining and sinker EDM machining. Students will operate and run both types of machines.

PMT 2949  
Cooperative Education Experience in Machining

POS 2041  
American Federal Government  Constitutional rights of the individual; structure and functions of our legislative, executive and judicial branches; role of the citizen in political parties and the electoral process. This course meets the 3,000 word minimum Gordon Rule requirement. (Prerequisite or Corequisite: ENC 1101.)

POS 2901  
Directed Study in Political Science  (Prerequisite: Appropriate placement scores or successful completion of college prep courses.)

POS 2949  
Cooperative Education Experience in Political Science

PPE 2001  
Survey of Personality  Survey of the theoretical bases of the
major models of personality and psychotherapy and specific therapeutic techniques and procedures from each. (Prerequisite: Appropriate placement scores or successful completion of college prep courses; or permission of program manager or chairperson.) Lab fee: $5.

PRN 0000 Introduction to Nursing
Foundation courses related to the roles of the practical nurse, relationships with other members of the health team and the common needs of well people. Includes critical thinking; fundamentals of nursing; normal nutrition, vocational, personal and community relationships; introduction to medical-surgical nursing; human growth and development; geriatric nursing and pharmacology. (Prerequisite: HSC 1000. Corequisites: BSC 0080 and PRN 0000L.) Lab fee: $25.

PRN 0042C 2.9 or 5.8 voc. crs.
Home Health and Rehabilitation Nursing Foundation course related to the roles of the practical nurse, relationships with other members of the health team and common needs of clients in various settings. Includes: rehabilitation nursing, community health concepts and basic pharmacology. (Prerequisites: PRN 0000 and BSC 0080. Corequisite: PRN 0042L and PRN 0120C.) Lab fee: $5.

PRN 0120C 2.9 or 5.8 voc. crs.
Maternal/Child Health Nursing Introduction to the care of newborns, antepartal care of the family to be, care of the laboring woman, the post-partum family and pediatric patients. Learning activities will emphasize nursing techniques, communication skills and problem solving in selected situations of nursing practice. (Prerequisite: PRN 0000 and BSC 0080. Corequisite: PRN 0120L and PRN 0120C.) Lab fee: $5.

PRN 0200 7.59 or 15.18 voc. crs.
Medical-Surgical Nursing Learning activities will emphasize nursing techniques, communication skills and problem solving in selected situations of nursing practice. Includes disorders of: (1) musculoskeletal (nervous and sensory disorders systems), (2) respiratory-circulatory systems, (3) genito-urinary systems and reproductive systems, (4) gastrointestinal systems, and (5) the endocrine system. (Prerequisites: BSC 0080 and PRN 0000. Corequisite: PRN 0200L.) Lab fee: $12.

PRN 0904 1-4 voc. crs.
Directed Study in Practical Nursing

PSB 2442 3 sem. hrs.
Addictions I - Psychology of Addictions Acquaints students with variety of substances abused; categories of addiction; current trends in education, prevention and rehabilitation; and addiction services available. (Prerequisite: Appropriate placement scores or successful completion of college prep courses.)

PSC 1121 3 sem. hrs.
Physical Science Integrated principles of physical and earth sciences, the scientific method and selected areas of fundamental physics, chemistry, astronomy and meteorology. (Prerequisite: Appropriate placement scores or successful completion of college prep courses.)

PSC 2905 1-4 sem. hrs.
Directed Study in Physical Science (Prerequisite: Appropriate placement scores or successful completion of college prep courses.)

PSY 1012 3 sem. hrs.
General Psychology A scientific study of human behavior in relation to our development, motivation, emotion, perception learning and thinking. This course meets the 3,000 word minimum Gordon Rule requirement. (Prerequisite or corequisite: ENC 1101.) Lab fee: $5.

PSY 2905 1-4 sem. hrs.
Directed Study in Psychology (Prerequisite: Appropriate placement scores or successful completion of college prep courses.)

PSY 2949 1-4 sem. hrs.
Cooperative Education Experience in Psychology

QMB 1001 3 sem. hrs.
Business Math Analytical treatment of practical business financial problems concerning interest, payrolls, financial statement analysis, buying and selling goods, consumer credit, etc., using calculators. Lab fee: $5.

REA 0001 4 college prep. crs.
Reading I Designed for students scoring below minimum placement scores. Emphasis is placed on improving vocabulary, comprehension and reading rate. Three-hour lecture, two-hour lab required. (REA 0001 cannot be used toward AA, AAS or AS degree requirements.) Lab fee: $5.

REA 0002 4 college prep. crs.
Reading II Continuation of REA 0001. Emphasizes improving comprehension, critical thinking, reading fluency and vocabulary development. (REA 0002 cannot be used toward AA, AAS or AS degree requirements.) (Prerequisite: REA 0001.) Lab fee: $5.

REA 0003 4 college prep. crs.
Reading III Continuation of REA 0002. Designed to assist students in developing listening, reading and critical thinking skills combined with planned program of advising and counseling. (REA 0003 cannot be used toward AA, AAS or AS degree requirements.) (Prerequisite: REA 0002.) Lab fee: $5.

REA 2905 1-4 sem. hrs.
Directed Study in Reading Designed to increase reading skills in the content areas. (Prerequisite: Appropriate placement scores or successful completion of college prep courses.)

REL 2300 3 sem. hrs.
World Religion A comparative study of religion, with emphasis on Judaism, Christianity, Hinduism, Buddhism, Taoism, Confucianism, Shinto and Islam. This course meets the 3,000 word minimum Gordon Rule requirement. (Prerequisite: ENC 1101.)

REL 2905 1-4 sem. hrs.
Directed Study in Religion (Prerequisite: Appropriate placement scores or successful completion of college prep courses.)

RET 1024C 2 sem. hrs.
Introduction to Respiratory Care An introduction to the scientific basis for respiratory care. Lecture and laboratory experiences. (Prerequisite: Admission to the Respiratory Care program.) Lab fee: $5.

RET 1026C 4 sem. hrs.
Fundamentals of Respiratory Care I Fundamentals of basic respiratory care techniques and equipment, including
respiratory pharmacology. Introductory chest physiotherapy along with medical gas, humidity and aerosol and hyperventilation therapy. Lecture and laboratory. (Corequisite: RET 1024C.) Lab fee: $20.

RET 1264  4 sem. hrs. Fundamentals of Respiratory Care II A continuation of basic respiratory care techniques and equipment. Topics emphasized are airway management, arterial punctures and ventilatory support for adult patients. (Prerequisite: RET 1026C.) Lab fee: $5.

RET 1293  3 sem. hrs. Cardiopulmonary Medicine A study of diseases and clinical entities commonly encountered in patients needing respiratory care. (Prerequisites: BSC 1085C and RET 1485.) Lab fee: $5.

RET 1414  3 sem. hrs. Cardiopulmonary Diagnostics A study of diagnostic techniques and instrumentation, including pulmonary function, blood gas analysis, electrocardiogram, heart-lung stress testing and other procedures. (Prerequisite: RET 1264. Corequisite: RET 1833.) Lab fee: $5.

RET 1485  3 sem. hrs. Cardiopulmonary Anatomy & Physiology A detailed study of the structure and function of the heart and lungs, including respiratory related abnormal physiological processes and acid-base status. (Prerequisite: Admission to the Respiratory Care program.) Lab fee: $5.

RET 1534  3 sem. hrs. Cardiopulmonary Rehabilitation and Home Care A study of rehabilitation and home care techniques for patients with chronic pulmonary disease. Ten-week course. (Prerequisite: RET 1293.) Lab fee: $10.

RET 1832  4 sem. hrs. Clinical Respiratory Care I Clinical application of respiratory care procedures, including medical gas, humidity and aerosol and hyperinflation therapies. Ventilatory support and other adjunctive procedures also are included. Ethics in respiratory care are also discussed. Clinical. (Corequisite: RET 1264.) Lab fee: $10.

RET 1833  2 sem. hrs. Clinical Respiratory Care II Continuation of Clinical Respiratory Care. New areas of emphasis include blood gas analyzers, pulmonary function testing and other diagnostic and monitoring instrumentation and techniques. Clinical. (Prerequisites: RET 1832 and RET 1264.) Lab fee: $10.

RET 2483  2 sem. hrs. Patient Assessment and Interaction An introduction to comprehensive patient assessment. Lecture and laboratory experiences. (Prerequisite: Admission to the Respiratory Care program.) Lab fee: $10.

RET 2714  3 sem. hrs. Pediatric/Neonatal Respiratory Care Instruction in the development and psychology of the fetal and neonatal lung, perinatal circulation, neonatal pulmonary disorders, treatment of perinatal patients with emphasis on respiratory care techniques, airway management and mechanical ventilation, pediatric therapy, drugs and dosages associated with the pediatric and neonate patient. (Prerequisites: RET 1485 and RET 1293.)

RET 2876  4 sem. hrs. Clinical Respiratory Care III Continuation of Clinical Respiratory Care I (critical respiratory care) with emphasis on neonatal and pediatric areas. Rotation through specialty areas including home care agencies, cardiac catheterization lab, operating room, emergency room and post-anesthesia recovery areas. Mini case studies are presented in post conference daily and weekly on assigned patients. (Prerequisites: RET 1833 and RET 1832.) Lab fee: $5.

RET 2877  4 sem. hrs. Clinical Respiratory Care IV The students continue their critical care rotations, exposure to special care areas adding skilled nursing facilities, long term care, pulmonary rehabilitation, pulmonary function testing laboratories and neonatal/pediatric areas. Students also complete case studies for oral presentation. As a final project, students will write a term-quality research paper on a pre-approved topic relevant to the practice of respiratory care. (Prerequisite: RET 2876.) Lab fee: $5.

RET 2905  1-4 sem. hrs. Directed Study in Respiratory Care

RET 2934  3 sem. hrs. Respiratory Care Seminar A summation course in respiratory care including selected current topics, practice examination for entry-level, written registry and clinical simulations are administered as self-evaluation instruments for the students. Heavy use of case studies and practice simulations stressing all phases of patient assessment. Special emphasis to be placed on hemodynamic monitoring. In addition, state licensure and national credentialing will be discussed. Applications for entry-level respiratory care examination will be distributed and completed by the student. Employability skills including letter of application, resume and interviews are discussed. Lab fee: $5.

RTE 1000  1 sem. hr. Fundamentals of Radiologic Technology Provides extensive understanding of the fundamentals of radiation positioning, technique, protection, patient care and assessment, ethics, human diversity, body mechanics, medical-legal aspects, history and role of radiographer.

RTE 1001  1 sem. hr. Medical Terminology for Radiographers Introduction to medical abbreviations, symbols and terms. A word-building system is introduced with related terminology. Understanding of radiographic orders and diagnostic reports are discussed.

RTE 1418  2 sem. hrs. Radiographic Exposures and Processing I A study of the factors that govern and influence the production of an image. Image processing, image receptor systems and accessory devices will be discussed.

RTE 1457  2 sem. hrs. Radiographic Exposures II A continuation of Radiographic Exposures and Processing I, with emphasis on grids, image quality and technical factor selection. (Prerequisite: RTE 1418.)

RTE 1503L 1 sem. hr.
Radiographic Procedures Lab I Demonstration and student radiographer practice in anatomy and positioning of the chest, abdomen and appendicular skeleton. (Corequisite: RTE 1503.)

RTE 1513 2 sem. hrs.
Radiographic Procedures II Continuation of Radiographic Procedures I. A study of positioning, equipment usage and image quality evaluation of exams of the appendicular skeleton, organ system, shoulder girdle and bony thorax. Detailed study of pharmacology involving contrast agents. (Prerequisite: RTE 1503.)

RTE 1513L 1 sem. hr.
Radiographic Procedures Lab II Demonstration and student practices in anatomy and radiographic positioning of the organ systems, bony thorax, appendicular skeleton, vertabral column and cranium. (Corequisite: RTE 1513.)

RTE 1523 2 sem. hrs.
Radiographic Procedures III A continuation of Radiographic Procedures II, with emphasis on the vertebral column, cranium and special projections for each system. Study of fluoroscopic, tomographic and digital/computed R/F systems. (Prerequisite: RTE 1513.)

RTE 1504 3 sem. hrs.
Radiographic Clinical Education I Supervised clinical education in performing radiographic procedures with emphasis on competency evaluation in the respiratory, appendicular and abdominal anatomy.

RTE 1804 3 sem. hrs.
Radiographic Clinical Education II Supervised clinical education in performing radiographic procedures with emphasis on competency evaluation in the appendicular and contrast studies. (Prerequisite: RTE 1804.)

RTE 1814 3 sem. hrs.
Radiographic Clinical Education IV Supervised clinical education in performing radiographic procedures with emphasis on competency evaluation on trauma and pediatric patients and procedures performed outside the department in the axial and appendicular skeletons. (Prerequisite: RTE 1824.)

RTE 1824 5 sem. hrs.
Radiographic Clinical Education III Supervised clinical education in performing radiographic procedures with emphasis on competency evaluation on trauma and pediatric patients and procedures performed outside the department in the axial and appendicular skeletons. (Prerequisite: RTE 1814.)

RTE 2385 2 sem. hrs.
Radiation Biology and Protection A study of the principles of cell radiation interactions and radiation protection principles. The student will develop an awareness of the potential harmful effects of radiation and safe usage of radiation for diagnosis and treatment.

RTE 2473 1 sem. hr.
Quality Management in Radiography Study of the components involved in imaging systems with tests and procedures to evaluate them. State and Federal regulations/ guidelines will be discussed. Basic pharmacology will be taught during this course.

RTE 2563 3 sem. hrs.
Selected Radiographic Special Procedures I A study of techniques/procedures other than those used in diagnostic radiography to include anatomy of the cardiac, nervous and reproductive systems, cross-sectional anatomy and imaging/therapeutic procedures for these systems.

RTE 2573 3 sem. hrs.
Selected Radiographic Special Procedures II A continuation of RTE 2563 with emphasis on surgical imaging, computed tomography, magnetic resonance image, sonography, radiation therapy, nuclear medicine and interventional/catheterization procedures.

RTE 2613 3 sem. hrs.
Radiation Physics I The physics of diagnostic imaging including analysis and synthesis of energy and matter and their relationship. Detailed study of the atom and the components needed for the production x radiation.

RTE 2623 3 sem. hrs.
Radiation Physics II A continuation of Radiation Physics with emphasis on the X-ray tube, equipment, x-ray properties and production and interactions with matter. (Prerequisite: RTE 2613.)

RTE 2782 1 sem. hr.
Radiographic Pathology This course provides knowledge of pathologic conditions seen radiographically and their effects on technique and positioning.

RTE 2834 5 sem. hrs.
Radiographic Clinical Education IV Supervised clinical education in performing radiographic procedures with emphasis on competency evaluation on trauma and pediatric patients and procedures performed outside the department in the axial and appendicular skeletons. (Prerequisite: RTE 1824.)

RTE 2844 6 sem. hrs.
Radiographic Clinical Education V Supervised clinical education in performance of radiographic procedures with emphasis on competency evaluation in specialized procedures: CT, MRI, invasive radiology, surgery (mobile), radiation therapy (optional), nuclear medicine, mammography (optional), cardiac cath, ultrasound, interventional procedures and in-service on osteoporosis exams. (Prerequisite: RTE 2834.)

RTE 2854 5 sem. hrs.
Radiographic Clinical Education VI Supervised clinical education in performance of radiographic procedures with emphasis on Final Competency Evaluation. (Prerequisite: RTE 2844.)

RTE 2930 1 sem. hr.
Radiographic Image Critique Course provides student with critical thinking and problem solving methods to be utilized in image evaluation to assure appropriate anatomy and/or pathology demonstrated on properly positioned images with high image quality. Students also gain knowledge in performance of repeat analysis.

RTV 1940 3 sem. hrs.
Broadcast Technology Practicum I Level I field placements provide opportunities for students to apply basic television production principles and techniques. The placements complement classroom courses to provide hands-on and participation under the direction of placement supervisors. Students assume production role duties in a specified list of television-station operations. (Corequisites: GRA 1741 and GRA 1100 or permission of chairperson.) Class materials fee: $20.

RTV 1941 3 sem. hrs.
Broadcast Technology Practicum II This Level II course integrates more advanced practical applications of television
production theories, concepts and technical skills introduced into the classroom in a television production setting under supervision of professional personnel. (Prerequisite: RTV 1940.)

**RTV 2300 3 sem. hrs.**
Broadcast Research/Newswriting/Presentation Skills Basic instruction and practice in news gathering, writing and announcing for radio and TV. Students will create a video portfolio of live performances. This course is offered in live broadcast format on the ITS two-way system. This course meets the 3,000 word minimum Gordon Rule requirement. (Prerequisite: RTV 2993.)

**RTV 2804 3 sem. hrs.**
Broadcast Technology and Management IV This Level IV placement will provide students with high-level production, direction and technical training in the context of actual studio and location television productions. (Prerequisite: RTV 1941.)

**RTV 2993* 3 sem. hrs.**
Broadcast Technology Practicum III This Level III course will further develop television production methods and techniques. Students will refine skills in the production roles specified and be evaluated by the site supervisor. (Prerequisite: RTV 1940.)

*Pending assigned course number.

**RUS 1120 4 sem. hrs.**
Russian I Fundamental grammar principles and basic speech patterns with intensive drills in listening and speaking. Three-hour class instruction and two-hour laboratory. Lab fee: $5.

**RUS 1121 4 sem. hrs.**
Russian II continuation of Russian I, with more emphasis on basic conversation and grammar. Three-hour class instruction and two-language laboratory. (Prerequisite: RUS 1120.) Lab fee: $5.

**RUS 2200 4 sem. hrs.**
Russian III Continue practice of oral Russian coupled with simple readings in culture/literature. Vocabulary building and basic composition. Three-hour class instruction and two-hour language laboratory. (Prerequisite: RUS 1121.)

**RUS 2201 4 sem. hrs.**
Russian IV Continuation of Russian III, developing more advanced skills in writing, reading comprehension and conversation. Three-hour class instruction and two-hour language laboratory. (Prerequisite: RUS 2200.)

**SLS 0345 1.5 voc. crs.**
Workplace Skills Designed to enhance the students effectiveness in the workplace. Topics include internal and external customer relationships; interpersonal skills; and communication, time management, problem-solving, quality service, team building and employability skills.

**SLS 1122 3 sem. hrs.**
Dynamics of Student Success Designed to increase student success through the development of academic and life skills. Topics include study techniques, test anxiety, memory techniques and personal development. Lab fee: $5.

**SLS 1225 3 sem. hrs.**
Human Potential Seminar Exploration of students’ values, talents, and abilities which direct one’s life in relationship to educational planning, career decisions, personal goals and other human relation skills. Lab fee: $5.

**SLS 1226 3 sem. hrs.**
Advanced Human Potential Seminar In-depth experiential/didactic approach to conflict identification and resolution or management as related to life planning. A knowledge of your values and strengths is presumed. (Prerequisite: SLS 1225.) Lab fee: $5.

**SLS 1711 3 sem. hrs.**
Introduction to Tutoring The course is an orientation and training course to prepare students for the role of peer tutor. The course emphasizes both content and process as well as outcomes in the effective tutoring relationship. Enrollment in this course requires a minimum grade point average of 3.0. (Prerequisite: Permission of tutor training supervisor and appropriate department chairperson.)

**SLS 2301 3 sem. hrs.**
Career Planning Structured career planning assistance. Systematic study and review of interests, values, aptitude, employability skills, job search planning, career exploration and communications skills development. Lab fee: $10.

**SLS 2304 1 sem. hr.**

**SLS 2363 1 sem. hr.**
Adults in Transition Designed to assist adults in finding more personal satisfaction and financial reward in the job market. It focuses on the relationship between self-understanding and potential careers.

**SOP 2002 3 sem. hrs.**
Introduction to Social Psychology The function of individuals in social groups, with emphasis upon communications, persuasion, attitudes and other practical applications. (Prerequisite: Appropriate placement scores or successful completion of college prep courses; or permission of chairperson.)

**SOP 2772 3 sem. hrs.**
Psychology of Human Sexuality A study of the psychological, biological, psychosocial and cultural aspects of human sexuality. (Prerequisite: Appropriate placement scores or successful completion of college prep courses.)

**SOP 2905 1-4 sem. hrs.**
Directed Study in Social Psychology (Prerequisite: Appropriate placement scores or successful completion of college prep courses.)

**SOS 1006 3 sem. hrs.**
Soil Science This course covers the principles of soils. Fertility, drainage, structure and profiles of soil are covered.

**SOS 2102 3 sem. hrs.**
Chemicals and Fertilizers This course covers all aspects of pesticide and fertilizer chemistry, purchasing, storage, handling and application. Governmental regulations and safety are emphasized. Preparation for restricted use pesticide license exam is also covered.

**SPA 1001 2 sem. hrs.**
Linguistics and Communication Disorders This course will introduce beginning level students to speech, language and its development, and hearing characteristics of the deaf and hard of hearing population across varying levels of hearing loss (from mild to profound). (Prerequisites: SPA 2613 and SPA 2613L)
SPA 1626 2 sem. hrs.  Fingerspelling  This course is designed to improve the receptive and expressive fingerspelling proficiency of the student beyond basic skill levels. [Prerequisites: SPA 2612, SPA 2612L, SPA 2613 and SPA 2613L]

SPA 2612 3 sem. hrs.  American Sign Language I  An introduction to American Sign Language vocabulary and structure as used by deaf adults. Emphasis will also be placed on the history and culture of deafness in America. This course would be beneficial to any person working with the deaf in education, nursing, medicine, business, pre-law, physical education and technical-occupational skills. [Corequisite: SPA 2612L] NOTE: Does not satisfy DBCC foreign language requirement.

SPA 2612L 1 sem. hr.  American Sign Language I Lab  [Corequisite: SPA 2612] Lab fee: $10.

SPA 2613 3 sem. hrs.  American Sign Language II  [Prerequisites: SPA 2612 and SPA 2612L with a minimum grade of "C" or better or permission of chairperson. Corequisite: SPA 2613L] NOTE: Does not satisfy DBCC foreign language requirement.

SPA 2613L 1 sem. hr.  American Sign Language II Lab  This course is designed to reinforce in a lab setting material presented in SPA 2613. Students will have directed practice utilizing audiovisual materials emphasizing intermediate level expressive and receptive conversational practice. [Prerequisites: SPA 2612 and SPA 2612L with a minimum grade of "C" or better or permission of chairperson. Corequisite: SPA 2613L] Lab fee: $10.

SPA 2614 3 sem. hrs.  American Sign Language III  This is an advanced course in American Sign Language for students who have previous course work in Signed English or other manual communication systems, but have no extensive background in grammatical structure and regional idiomatic usage of American Sign Language. The production of non-voiced, conversational, spontaneous signed sentences is the main objective, but continued emphasis of the ability to "read" signed phrases and sentences will also be an integral part of this course. [Prerequisites: SPA 2613 and SPA 2613L. Corequisite: SPA 2614L]

SPA 2614L 1 sem. hr.  American Sign Language III Lab  This laboratory course is designed to reinforce material presented in American Sign Language III through the use of directed practice with audiovisual materials. [Prerequisites: SPA 2613 and SPA 2613L. Corequisite: SPA 2614] Lab fee: $10.

SPA 2615 3 sem. hrs.  American Sign Language IV  This is an advanced course for students who have previous course work in ASL or other manual communication systems, and who require additional background in the physical characteristics, grammatical structure, regional and idiomatic usages of American Sign Language. [Prerequisites: SPA 2614 and SPA 2614L. Corequisite: SPA 2615L]

SPA 2615L 1 sem. hr.  American Sign Language IV Lab  The lab offers a practice component to develop advanced interpreting skills. Course practice materials will parallel theoretical models introduced in SPA 2613. [Prerequisites: SPA 2614 and SPA 2614L. Corequisite: SPA 2615L] Lab fee: $10.

SPA 2616 2 sem. hrs.  Oral Communication/Research/Presentation Skills  Basic principles of speech communication, including practice with various types and methods of oral expression. This course meets the 3,000 word minimum Gordon Rule requirement. [Prerequisite: ENC 1101 or permission of chairperson.]

SPN 1120 4 sem. hrs.  Spanish I  Fundamental grammar principles and basic speech patterns, intensive drills in listening and speaking, followed by reading and writing the language. Three-hour class instruction and two-hour language laboratory. [Prerequisite: Appropriate placement scores or successful completion of college prep courses.] Lab fee: $5.

SPN 1121 4 sem. hrs.  Spanish II  Continuation of SPN 1120. Continue to develop basic Spanish conversation, reading and writing skills. Study all tenses and grammar fundamentals. Three-hour class instruction and two-hour language laboratory. [Prerequisite: SPN 1120.] Lab fee: $5.

SPN 2200 4 sem. hrs.  Spanish III  Review of grammar and continued practice of oral Spanish. Reading of simple Spanish and Spanish-American literature. Special attention to vocabulary building and composition. Three-hour class instruction and two-hour language laboratory. [Prerequisite: SPN 1121.]

SPN 2201 4 sem. hrs.  Spanish IV  Continuation of SPN 2200. Readings from newspapers and magazines for purpose of oral and written presentations in Spanish. Three-hour class instruction and two-hour language laboratory. [Prerequisite: SPN 2200.]

SPN 2905 1-4 sem. hrs.  Directed Study in Spanish

SPN 2949 1-4 sem. hrs.  Cooperative Education Experience in Spanish

STA 2023 3 sem. hrs.  Elementary Statistics  Probability, random variables, confidence intervals, hypothesis testing, sampling, correlation and regression and analysis, nonparametric statistics, statistical applications including business applications. [Prerequisite: Placement through CPT or MAC 1105 or MGF 2106 or permission of chairperson.] Lab fee: $5.

STS 0003 2.03 voc. crs.  Introduction to Surgical Technology  An introduction to the medico-legal, ethical and psychological aspects of health care during surgical intervention. Aseptic techniques employed to guard against disease and infection, with methods to combat them.

STS 0120 2.03 voc. crs.  Surgical Specialties I  Introduction to various types of surgery and specified human anatomy of the area where the operation is performed. [Prerequisite: BSC 0080.]

STS 0121 2.77 voc. crs.  Surgical Specialties II  Introduction to additional types of surgery and specific human anatomy of the area where the operation is performed. [Prerequisite: STS 0120.]

Course Descriptions
STS 0122 1.0 voc. cr.
Surgical Specialties III Introduction to final group of complex surgical procedures and specific anatomy of the area where the operation is performed. (Prerequisite: STS 0121.)

STS 0155C 6.4 voc. crs.
Surgical Techniques and Procedures A supervised, well-structured didactic learning experience in the specialized field of operating room services and patient care. (Corequisite: STS 0003.) Lab fee: $95.

STS 0255L 6.4 voc. crs.
Surgical Procedures Clinical I Introduction as a surgical technologist by practicing learned skills and acquiring additional skills in affiliate facility’s operating rooms in various surgical procedures. (Prerequisites: STS 0003 and STS 0155C. Corequisite: STS 0120.) Lab fee: $4.

STS 0256L 12.5 voc. crs.
Surgical Procedures Clinical II Intermediate participation as a surgical technologist by practicing learned skills and acquiring additional skills in affiliate facility’s operating rooms in various surgical procedures. (Prerequisites: STS 0003, STS 0155C and STS 0255L. Corequisite: STS 0121.) Lab fee: $4.

STS 0257L 5.2 voc. crs.
Surgical Procedures Clinical III Advanced participation as a surgical technologist by practicing learned skills and acquiring additional skills in affiliate facility’s operating rooms in various surgical procedures. (Prerequisites: STS 0255L and STS 0256L. Corequisite: STS 0122.) Lab fee: $4.

STS 0949 1-4 voc. crs.
Cooperative Education Training Assignment in Surgical Technology

SUR 2101C 3 sem. hrs.
Surveying Theory and field work in measurements, land surveying and grading. Field work to include the care and use of surveying instruments in acquiring survey data and the laying out of lot lines, building lines, grades and utility lines. (Prerequisite: A course in Basic Trigonometry or permission of program manager.) Lab fee: $5.

SYG 2000 3 sem. hrs.
Introduction to Sociology A systematic and scientific study of social behavior, including social organization, culture, deviance, cultural behavior and social institutions. This course meets the 3,000 word minimum Gordon Rule requirement. (Prerequisite or Corequisite: ENC 1101.)

SYG 2010 3 sem. hrs.
Social Problems and Deviance A study of major social problems and deviance in American society emphasizing causes, consequences and means of coping with these conditions. (Prerequisite: Appropriate placement scores or successful completion of college prep courses.)

SYG 2430 3 sem. hrs.
The American Family Investigation of the issues, changes and trends surrounding the contemporary American family. Findings from the field of family sociology will be compared to life experiences of students. (Prerequisite: Appropriate placement scores or successful completion of college prep courses.)

SYG 2905 1-4 sem. hrs.
Directed Study in Sociology (Prerequisite: Appropriate placement scores or successful completion of college prep courses.)

SYG 2949 1-4 sem. hrs.
Cooperative Education Experience in Sociology

TAX 2000 3 sem. hrs.
Personal Income Tax A tax study of the individual income tax return, gross income and exclusions, business expenses and retirement plans, self-employed and employee expenses, itemized and certain other deductions, credits and special taxes, accounting periods and methods, depreciation, capital gains and losses, withholding, estimated payments and payroll taxes.

TAX 2100 3 sem. hrs.
Corporation and Partnership Income Taxes A study of taxation for corporations utilizing the Internal Revenue code, rules and regulations with an introduction to partnerships.

THE 1000 3 sem. hrs.
Dramatic Appreciation An introduction to all the basic aspects of theater—the play, the playwright, the actor, settings and historical periods—using a Golden Ages approach. This course meets the 3,000 word minimum Gordon Rule requirement. Attendance at productions required. (Prerequisite: ENC 1101.) Lab fee: $5.

THE 1035 3 sem. hrs.
Dramatics I (Acting) The student will have the opportunity to learn basic acting, stage techniques and character analysis and will gain practical experience in dramatic expression. Lab fee: $5.

THE 1036 3 sem. hrs.
Dramatics II (Acting) A continuation of THE 1035. May be taken without THE 1035. The student will have the opportunity to learn basic acting, stage techniques and character analysis and will gain practical experiences in dramatic expression. Lab fee: $5.

THE 2037 3 sem. hrs.
Dramatics III (Theatre Production) Advanced acting and stage techniques, with emphasis upon theater presentation.

THE 2038 3 sem. hrs.
Dramatics IV (Theatre Production) Advanced acting and stage techniques, with emphasis upon musical/drama theater presentation. Gain practical experience through participation in musical/theater production. (Prerequisite: Permission of chairperson through audition.)

THE 2905 1-4 sem. hrs.
Directed Study in Dramatics

THE 2949 1-4 sem. hrs.
Cooperative Education Experience in Dramatics

TPA 2200 3 sem. hrs.
Stagecraft A study of the basic principles of set design, stage carpentry and props construction, with emphasis on performance construction/support.

TPA 2949 1-4 sem. hrs.
Cooperative Education Experience in Stagecraft

VPI 0100C 1 voc. prep. crs.
Vocational Preparatory Reading This vocational preparatory course provides open-entry/open-exit instruction in reading and workforce readiness skills. The course provides
individualized instruction tailored to the students’ needs and learning styles. (Prerequisite or Corequisite: VPI 0521C.)

**VPI 0200C**  
**1 voc. prep. crs.**  
**Vocational Preparatory Mathematics**  
This vocational preparatory course provides open-entry/open-exit instruction in mathematics and workforce readiness skills. The course provides individualized instruction tailored to the students’ needs and learning styles. (Prerequisite or Corequisite: VPI 0521C.)

**VPI 0300C**  
**1 voc. prep. crs.**  
**Vocational Preparatory Language**  
This vocational preparatory course provides open-entry/open-exit instruction in language and workforce readiness skills. The course provides individualized instruction tailored to the students’ needs and learning styles. (Prerequisite or Corequisite: VPI 0521C.)

**VPI 0521C**  
**1 voc. prep. crs.**  
**Vocational Preparatory Workforce Readiness Skills**  
This vocational preparatory course provides open-entry/open-exit instruction in workforce readiness skills. The course provides individualized instruction tailored to the students’ needs and learning styles. This course is a prerequisite or corequisite for vocational preparatory language, mathematics and reading courses or can be taken as a stand alone course. Lab fee: $10.

**WOH 1001**  
**3 sem. hrs.**  
**Introduction to World Civilization**  
An overview of ancient, medieval and modern civilizations in Asia, Africa, Europe, and the Americas. Emphasis on encounter and exchange through World War I. This course meets the 3,000 word minimum Gordon Rule requirement. (Prerequisite or Corequisite: ENC 1101.) Lab fee: $5.

**WST 2010**  
**3 sem. hrs.**  
**Women’s Studies Seminar**  
The changing image of women approached from the interdisciplinary perception of psychology (self-image), sociology (society’s image) and the arts (cultural image). (Prerequisite: Appropriate placement scores or successful completion of college prep courses.)

**ZOO 2010C**  
**4 sem. hrs.**  
**General College Zoology**  
Morphology, physiology, evolution and behavior of animals. Primarily for biology majors and pre-medical students. Three-hour lecture, three-hour laboratory. (Prerequisites: Grade "C" or better in BSC 1010C. Co-requisite: ZOO 2010L) Lab fee: $20.

**ZOO 2949**  
**1-4 sem. hrs.**  
**Cooperative Education Experience in Zoology**
The District Board of Trustees and Administrative Organization of the College
<table>
<thead>
<tr>
<th>Name</th>
<th>Position</th>
<th>City</th>
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<tbody>
<tr>
<td>James E. Gardner</td>
<td>Chairperson</td>
<td>Palm Coast</td>
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<tr>
<td>L. Gale Lemerand</td>
<td>Vice Chairperson</td>
<td>Ormond Beach</td>
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<tr>
<td>Beatriz H. Burden</td>
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<td>Daytona Beach</td>
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<tr>
<td>Lynnette J. Callender</td>
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<td>Pramila S. Desai</td>
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<td>Alexander D. Korwek</td>
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<td>Palm Coast</td>
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<td>Peter E. Mallory</td>
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<td>New Smyrna Beach</td>
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<tr>
<td>Mary Ann Paul</td>
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<td>DeLand</td>
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</table>

*as of press time.
D. Kent Sharples is President and Chief Executive Officer of DBCC and is responsible to the District Board of Trustees.

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    Coach, Men’s Basketball – Open  
    Coach, Women’s Basketball – Dennis Cox  
    Coach, Women’s Golf – Laura Brown  
    Coach, Women’s Softball – Charles Baylor  
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  Director, Student Success – Michelle McCraney  
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  Provost, Flagler/Palm Coast Campus, and Dean, Expanded Learning Opportunities – Howard Turner  
  Provost, New Smyrna Beach Campus – Fred Fathi
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Bursar – Amy Iverson
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Director, Accounting – Gabe Casanova
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Director, Physical Plant – Danny Ware

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Director, Resource Development – Nancy Morgan

Vice President for Student Development – Michael Elam
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Director, Women’s Center – Belinda Ramos
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Coordinator, Orientation & Advising – Krissy Leonard
Director, Admission & Recruitment – Thomas LoBasso
Director, Enrollment Services – Kristy Presswood
Director, Judicial Affairs – Keith Kennedy
Ombudsperson/Counselor – Joan Rademacher
Director, Student Activities – Bruce Cook
Director, Student Disability Services and Institutional Equity – Idris Muhammad
Full-Time Faculty & Administration
Department Chairpersons

School of Arts & Sciences
Behavioral, Human & Social Sciences .................................................. David Miller
English ........................................................................................................... Elizabeth Blanton
Honors College ............................................................................................ Vera Miller
Humanities, Cultural & Studio Arts ............................................................ Doug Peterson
Learning Communities ................................................................................. Cassandra Blanton
Mathematics ................................................................................................. Marc Campbell
Modern Languages ........................................................................................ José Carmona
Science ......................................................................................................... Allan Bonamy

School of Business & Library Services
Business .......................................................................................................... Yvonne Newcomb-Doty
Hospitality/Culinary ..................................................................................... Yvonne Newcomb-Doty

School of Computer Science & Engineering Technologies
Computer Science .......................................................................................... Bettye Parham
Engineering Technologies .............................................................................. Alex Kajstura

School of Health, Human & Public Services
Allied Health ................................................................................................. Michael McCumber
Dental Sciences .............................................................................................. Pamela Ridilla
Emergency Services Institute ......................................................................... Louie Mercer
Health & Wellness .......................................................................................... William Dunne
Nursing ............................................................................................................. Linda Miles

School of Industrial Technologies
Technical Careers ............................................................................................. Sharon Delgado

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Workforce Careers .......................................................................................... Gerald Frisby

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Novell Master CNE

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Becke, Verl (1968)  
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M.A., University of South Florida  
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Blanton, Elizabeth (1995)  
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M.A., Eastern Kentucky University  
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A.A., Prestonburg Community College

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Bonamy, Allan (1972)  
Senior Professor/Chair, Science  
M.A.T.S., University of Detroit  
B.S., University of Michigan

Braun, Jerold (1999)  
Assistant Professor, Business  
Assistant Chair, Accounting  
M.B.A. and B.S., University of Central Florida  
A.A., Daytona Beach Community College

Breitenbach, Eric (1981)  
Professor, Photography  
M.S., B.F. and A.A.S., Rochester Institute of Technology

Brombin, Emma (1987)  
Professor, Modern Languages  
M.L., University of Udine

Brown, Laura (1998)  
Head Women's Golf Coach, Health, Wellness and Athletics  
B.S., University of Florida

Brown, Rhodella (1989)  
Assistant Dean, Academic Affairs and Director of Title III  
Ed.D., University of Florida  
M.S., State University of New York-Fredonia  
B.S., State University of New York-Buffalo

To review adjunct faculty credentials please contact Human Resources in Building 100, Room 303.
<table>
<thead>
<tr>
<th>Name</th>
<th>Position</th>
<th>Education</th>
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<tbody>
<tr>
<td>Brown, Vickie</td>
<td>Associate Professor/Counselor, Counseling</td>
<td>M.A., University of Central Florida</td>
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<td></td>
<td></td>
<td>B.A., Limestone College</td>
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<td>A.S., North Greenville Junior College</td>
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<tr>
<td>Bruning, Michelle</td>
<td>Assistant Professor/Counselor, Student Support Services</td>
<td>M.A., Adams State College</td>
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<td></td>
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<td>B.A., University of Southern Colorado</td>
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<tr>
<td>Burke, Michael</td>
<td>Director, Network Engineering and Services</td>
<td>B.A., Lehman College</td>
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<tr>
<td>Burton, Jeffrey</td>
<td>Instructor, Computer Science</td>
<td>M.S., Georgia State University</td>
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<td>B.S., Appalachian State University</td>
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<tr>
<td>Camerin, Elaine</td>
<td>Professor, Allied Health</td>
<td>M.Ed. and B.S., Trenton State College</td>
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<td>A.S., Bronx Community College</td>
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<td>Cameron, Christopher</td>
<td>Assistant Professor, Computer Science</td>
<td>M.S., Nova Southeastern University</td>
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<td>Campbell, Judith</td>
<td>Professor/Chair, English Language Institute</td>
<td>M.Ed., Stetson University</td>
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<td>Campbell, Marc</td>
<td>Associate Professor/Chair, Mathematics</td>
<td>M.S. and B.S., Pennsylvania Technological University</td>
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<td>Capps, Paul</td>
<td>Associate Professor, Mathematics</td>
<td>M.S., B.S. and A.A., University of Florida</td>
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<td>Carmona, José</td>
<td>Professor/Chair, Modern Languages</td>
<td>M.Ed., M.A., Columbia University</td>
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<td>B.A., Drew University</td>
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<td>Carroll, Charles</td>
<td>Vice President, Planning and Development</td>
<td>Ed.D., Nova University</td>
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<td>M.S., Copella University</td>
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<td>Cartwright, Betty</td>
<td>Associate Professor, Nursing</td>
<td>M.S. and B.S., Florida State University</td>
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<td>Casanova, Gabriel</td>
<td>Director, Finance</td>
<td>B.S. and A.A., University of Florida</td>
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<td>C.P.A., State of Florida</td>
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<td>Chou, Jack</td>
<td>Associate Professor, Computer Science</td>
<td>Ph.D. and M.A.S., University of Waterloo</td>
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<td>B.S., National Taipei Institute of Technology</td>
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<td>Network + Certification</td>
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<td>Microsoft Certified Professional, Professional + Intranet, and Systems Engineer</td>
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<td>Christeson, Norton</td>
<td>Professor, Performing Arts</td>
<td>M.M. and B.M., University of Alabama</td>
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<td>Assistant Chair, Music (Vocal)</td>
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<td>D.M.A., University of Cincinnati</td>
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<td>Clement, Job</td>
<td>Professor, Behavioral Science</td>
<td>Ph.D. and M. Ed., University of Florida</td>
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<td>B.A., Judson College</td>
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<td>Clement, Mercedes</td>
<td>Senior Professor, Librarian, Learning Resource Center</td>
<td>M.Ed. and B.A., University of Florida</td>
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<td>Clemente, Barbara</td>
<td>Associate Professor, Visual Arts</td>
<td>B.D., University of Florida</td>
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<td>Coates, Neal</td>
<td>Associate Professor, Technical Careers (Auto Body)</td>
<td>Assistant Chair Auto Collision Repair and Refinishing</td>
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<td>Auto Collision Repair and Refinishing Certificate</td>
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<td>Daytona Beach Community College</td>
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<td>Combs, Linda</td>
<td>Associate Professor, Cultural Programs</td>
<td>M.A. and B.A., University of Central Florida</td>
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<td>A.A., Daytona Beach Community College</td>
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<td>Conklin, Jeffrey</td>
<td>Assistant Professor, Office Systems and Hospitality</td>
<td>Assistant Chair, Culinary Management</td>
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<td>B.A., Warner Southern College</td>
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<td>Connor, John</td>
<td>Associate Professor, Education</td>
<td>Ed.S., University of Central Florida</td>
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<td>M.S., Nova University</td>
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<td>B.S., Lakehead University</td>
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<td>Certified School Psychologist</td>
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<tr>
<td>Conrow, Susan</td>
<td>Senior Professor/Assistant Chair, Science</td>
<td>M.S., Medical University of South Carolina</td>
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<td>B.A., Eastern Connecticut State College</td>
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<td>Cook, Bruce</td>
<td>Director, Student Activities</td>
<td>B.S., University of Florida</td>
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<tr>
<td>Corey, Virginia</td>
<td>Associate Professor, Nursing</td>
<td>M.S.M. and B.S., University of Central Florida</td>
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<td>A.S.N. and A.A., Seminole Community College</td>
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<td>Cornelius, Raymond</td>
<td>Associate Professor, Modern Languages</td>
<td>M.A., Vanderbilt University</td>
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<tr>
<td>Courtney, Robin</td>
<td>Professor, Associate Director, Learning Center</td>
<td>M.S., Nova University</td>
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<td></td>
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<td>B.S., A&amp;T College of North Carolina</td>
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<tr>
<td>Couzenza, Toni</td>
<td>Assistant Professor Coordinator Skills Lab, Nursing</td>
<td>M.S.N., University of Louisville</td>
</tr>
<tr>
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<td>B.S., Spalding College</td>
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<tr>
<td>Cowlin, Chris</td>
<td>Instructor, English Language Institute</td>
<td>M.S., State University of New York-Albany</td>
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<tr>
<td></td>
<td></td>
<td>B.A., State University of New York-Oswego</td>
</tr>
<tr>
<td>Cox, Jr., Dennis</td>
<td>Head Women's Basketball Coach, Health, Wellness and Athletics</td>
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</tr>
<tr>
<td></td>
<td></td>
<td>B.S., Eckerd College</td>
</tr>
<tr>
<td>Cox, James</td>
<td>Professor, Computer Science</td>
<td>M.A. and B.S., East Tennessee State University</td>
</tr>
</tbody>
</table>
Crow, Sharon (1975)
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Eckman, Steven (1995)
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P.E. License, State of Florida

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Elam, Michael (1999)
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Embach, William (2001)
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B.S., University of Central Florida

Fathi, Fred (1988)
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Professor, Science
M.S., University of Scranton
B.S., Pars College

Fernandez, Jose (2001)
Instructor/Counselor, Athletics
Coordinator, Academic Support for Athletics
M.E.S.S. and B.S., University of Florida

Fielding, John (2002)
Associate Professor, Adult Education
D.Div., Bethany Theological Seminary
B.S., Elmhurst College
B.D., Edem Theological Seminary

Fielding, Suzanne (1998)
Associate Professor, Allied Health
Assistant Chair, Medical Assisting
B.S., Elmhurst College

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Full-Time Faculty & Administration

Fischer, Nancy (2001)
Assistant Professor, Behavioral Science
M.Ed., Florida Atlantic University
B.S., Mansfield State College

Fisher, Margaret (2001)
Assistant Professor, Mathematics
M.A., Northwestern University
B.A., LeMoyne College

Fortner, John (1997)
Associate Professor, Business
M.S. and B.B.A., Memphis State University
C.P.A., State of Tennessee and State of Florida

Frear, Valerie (1998)
Professor, Computer Science
Ph.D. and M.S., University of Akron
B.A., Walsh College
A.A.B., Stark State College of Technology

Freeman, Ruth (1998)
Professor, Allied Health
Assistant Chair, Physical Therapist Assistant
M.Ed., Citadel
B.S., University of Florida

Frisby, Gerald (1994)
Associate Vice President, Adult Education and Workforce Education
Acting Chair, Workforce Careers
M.A., New York University
B.A., Morgan State College

Fuqua, Muriel (1989)
Associate Professor, English
M.A. and B.A., Jackson State University

Garrison, Mary (1997)
Associate Professor, Allied Health
Clinical Coordinator, Respiratory Care
M.S., Nova Southeastern University
B.A., La Roche College
A.S., Community College of Allegeny County

Giacobbe, Douglas (2001)
Instructor, Social Science
M.A. and B.A., Florida Atlantic University
A.A., Miami-Dade Community College

Gibson, Barry (1996)
Associate Professor, Adult Education
M.S., University of Central Florida
B.S., University of Illinois-Urbana-Champaign
A.A., Kaskasia College

Giddens, Dora (1988)
Associate Professor/Counselor, Student Support Services
M.A., University of Central Florida
B.S., Bethune-Cookman College

Gilliland, Gene (1998)
Associate Professor, Computer Science
B.E.E., Cornell University
Microsoft Certified Systems Engineer and Professional
Novell Authorized CNE
Novell Certified Engineer and Network Engineer

Glover-Smith, Alma (1979)
Senior Professor, Adult Basic Education
M.S., Nova Southeastern University
B.S., Bethune-Cookman College

Godfrey, Alice (1994)
Professor, Allied Health
Assistant Chair, Occupational Therapy Assistant
M.S., University of Central Florida
B.H.S. and A.A., University of Florida

Godfrey, Rick (1988)
Professor, Adult GED Secondary Education
M.S., National-Louis University
B.B.A. and A.S., Jones College

Goetteman, Mary (1999)
Associate Professor/Assistant Chair, Nursing
M.S. and M.S.N., Northern Michigan University
B.S., University of Wisconsin-Oshkosh

Goldstein, Samuel (1989)
Professor, English
Ph.D., University of Missouri
B.A., University of Michigan

Gradoll, Cynthia (1997)
Director, Community Interest Education
B.A., University of Mississippi

Granger, Charles (2001)
Associate Professor/Assistant Chair, Golf Course Operations
B.S., Tennessee Technological University
A.S., Harry-Georgetown Technical College

Grau, Paul (2002)
Assistant Professor, Science
M.B.A., University of Central Florida
B.S., University of Florida
A.A., Daytona Beach Community College

Gray, Sheryl (2001)
Associate Professor, Dual Enrollment and Nursing
Assistant Chair, Certified Nursing Assistant
B.S.N., A.D.N., Mercy College of Detroit

Green, Yvonne (1996)
Associate Professor, Adult Basic Education
M.S., Nova Southeastern University
B.A., Bethune-Cookman College

Greene, James (1987)
Dean, School of Health, Human and Public Services
M.S. and B.S., University of Central Florida
A.S. and A.A., Daytona Beach Community College

Griesinger, Pamela (1981)
Professor, Studio Arts
M.F.A., University of South Florida
B.F.A., Pratt Institute

Gunshanan, Francis (2002)
Assistant Professor, English
M.A., B.A., Stetson University
A.A., Daytona Beach Community College

Hall-Pennell, Patti (1998)
Associate Professor, Allied Health
Assistant Chair Human Services
Ph.D., Florida State University
M.S., Nova University
B.A., Mercer University

Harden, Fred (1990)
Associate Professor/Library, Learning Resource Center
Ed.S., University of Florida
M.A., University of South Florida
B.A., Flagler College
A.A., Daytona Beach Community College

Harrell, Steven (1984)
Associate Professor, Emergency Services Institute
Assistant Chair, EVOC - First Responder
B.A., University of Central Florida
A.S., Daytona Beach Community College

Hawkins, Jill (2001)
Assistant Professor, English
B.S., Northwest Missouri State University

Hawkins, Mary Sue (1976)
Dean, Learning Centers and Competency-Based Education
M.Ed., Stetson University
B.S., Alabama A&M College

Helmer, Sheila (1989)
Assistant Professor, Emergency Services Institute
Assistant Chair, Criminal Justice, Corrections and Probation
B.S., A.A.S., Fairmont State College
Henderson, Wallace (1997)  
Assistant Professor, Mathematics  
M.S. and B.S., University of Central Florida  
A.A., Daytona Beach Community College

Henry, Dorothy (1994)  
Associate Professor, English  
M.A., Rollins College  
B.A., Judson College

Henson, Denise (1983)  
Professor, Health and Wellness  
M.A., Ohio State University  
B.S., Bethune-Cookman College

Hewage, Thilan (1996)  
Assistant Professor, Mathematics  
Ph.D. and M.A., Bowling Green State University  
B.S., University of Colombo

Hill, Dora (1997)  
Associate Professor, Adult Basic Education  
M.A., East Tennessee State University  
B.A., Milligan College

Holt, Norman (1975)  
Professor, Business  
Assistant Chair, Legal Assisting (Paralegal)  
J.D., Ohio Northern University  
B.A., Marietta College

Horikami, Sandra (1996)  
Associate Professor, Science  
Ph.D., Vanderbilt University  
M.S. and B.A., University of Hawaii

Hunter, Marilyn (1984)  
Professor, Allied Health  
Assistant Chair, Surgical Technology  
M.S., Nova University  
B.S., Empire State College  
C.N.O.R., Clinical Specialist  
R.N., Mount Sinai School of Nursing

Hyde, James (1985)  
Professor/Counselor, Counseling  
M.S.E. and B.S., Illinois State University  
A.G.S., Parkland College

Iverson, Amy (2000)  
Bursar, Bursars Office  
B.S., Florida Southern College

Jarvis, Elena (2001)  
Associate Professor, Humanities (Journalism)  
Student Publications Advisor  
M.A., California State University-Northridge  
B.A., University of West Florida  
A.A., Pensacola Junior College

Johnson, James (1987)  
Professor, Science  
Ph.D. and M.S., Iowa State College  
B.S., Carroll College

Johnson, Susan (2001)  
Director, Computer End User Support Services  
B.S., Florida State University  
A.A., Pensacola Junior College

Jonas, Robin (2002)  
Assistant Professor, Nursing  
B.S.N., University of Central Florida  
A.A., St. Johns River Community College  
A.S.N., Valencia Community College

Jones, Joseph (1996)  
Assistant Professor, Visual Arts  
B.A., University of Florida  
A.A., Daytona Beach Community College

Jordan, Kevin (1987)  
Professor, Science  
Director, Marine Institute  
Ph.D., University of Florida  
M.S., Virginia Polytechnic Institute & State University  
B.A., Cornell University

Kajstura, Alex (1998)  
Provost, Deland Campus/Deltona Center  
Dean, School of Computer Science & Engineering Technology  
Chair, Engineering Technologies  
Ph.D., Southern Illinois University  
M.S., Texas Tech University  
M.B.A., LeTourneau University  
B.S., Silesian University

Kautz, Mary (1996)  
Associate Professor/Librarian, Learning Resource Center  
M.S. and B.S., Florida State University  
A.A., Santa Fe Community College

Kennedy, Keith (1984)  
Director, Judicial Affairs  
M.A. and B.A., University of Central Florida  
A.A., Daytona Beach Community College

King, Helen (1989)  
Associate Professor, Technical Careers (Cosmetology)  
Assistant Chair, Cosmetology  
A.S., Daytona Beach Community College

Koory, Karen (1998)  
Associate Professor, Science  
M.S., University of Florida  
B.A., University of Northern Colorado

Lancio, Jerry (1988)  
Director, Florida Resource Center  
M.S.E.D., Virginia Polytechnic Institute and State University  
B.S., Richmond Professional Institute  
A.A.S., Northern Virginia Community College

Latimer, Charlene (1992)  
Professor/Coordinator, Counseling  
M.S., Hunter College  
B.S., State University of New York-Binghamton  
N.C.C., National Certified Counselor

Lazarus, Kathleen (1987)  
Senior Professor, English  
Ed.D, University of Central Florida  
M.A. and B.A., Reni State University

Lear, Wanda (1999)  
Assistant Professor, Nursing  
M.S.N., B.S. and A.A.S., University of Kentucky

Professor, Humanities  
Ph.D. and M.A., Syracuse University  
B.A., University of Akron

Leonard, Kristina (1992)  
Professor/Coordinator, Counseling  
M.Ed. and B.S., University of Pittsburgh

Lesser, Maxine (1997)  
Associate Professor, Nursing  
M.S.N. University of Central Florida  
B.S.N. Regis College  
R.N. Beth Israel Hospital School of Nursing

Little, William (1986)  
Professor, English  
M.A., Stetson University  
B.A., Georgia State College

LoBasso, Thomas (2001)  
Director, Admissions and Recruitment  
M.S., Sage College  
B.A., East Stroudsburg University  
A.A., Keystone College

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Lombardo, Frank (1983)
Vice President, Academic Affairs
M.S. and B.S., University of Utah
B.S., Pennsylvania State University

Lombardo, Roberto (1997)
Director, Software Development
B.A., Warner Southern College
A.S., Daytona Beach Community College

Luby, Carole (2002)
Associate Professor/Counselor, Counseling
M.A., University of South Florida
M.S., Stetson University
B.A., Florida Southern College

Marrow, Patricia (1997)
Associate Professor, Nursing
Assistant Chair, Practical Nursing
M.A., University of Central Florida
B.S., Northern Adventist University

Martin, Kimberly (2001)
Associate Professor, Nursing
M.S.N., University of Phoenix
B.S., Carlow College

Matthews, Donald (1990)
Director, Center for International Business Education
Ph.D. and M.Ed., University of Florida
B.A., Presbyterian College

McCarthy, Peter (1998)
Vice President, Administrative Services
M.B.A., Hofstra University
B.B.A., University of Notre Dame

McCrane, Michelle (2001)
Director of Student Success, Advanced Technology Center
Ed.D. and M.S., Nova Southeastern University
B.S., University of Central Florida
A.A., Daytona Beach Community College

McCumber, Michael (1985)
Professor/Chair, Allied Health
Assistant Chair, Respiratory Care
Ed.D., M.Ed. and B.A., University of Central Florida
A.A. and A.S., Daytona Beach Community College

McDonald, Heather (1989)
Associate Professor, English
M.Ed., University of Florida
B.S., Northwestern University

McDowell, Donna (1983)
Director, Adult GED Secondary Education
M.F.A. and B.A., University of Central Florida
A.A., Daytona Beach Community College

McKown, Michael (2001)
Instructor, Social Science
B.A., University of Florida
A.A., Santa Fe Community College

Mercer, J. Frank (1988)
Director, Center for Business and Industry
B.S., University of Florida
A.A. and A.S., Daytona Beach Community College

Mercer, Louie (1999)
Director/Chair, Emergency Services Institute
M.F.A. and B.A., University of Central Florida
A.A., Daytona Beach Community College

Miles, Linda (1999)
Associate Professor/Chair, Nursing
M.S. and B.S., University of Maryland-Baltimore County
R.N., Daytona Beach Community College

Miller, David (1973)
Senior Professor/Chair, Behavioral, Human and Social Science
Ed.D., Nova University
M.Ed., B.G.S., Rollins College
A.A., Daytona Beach Community College

Miller, Julie (1989)
Professor/Assistant Chair, Mathematics
M.S., University of Florida
B.S., Union College

Miller, Kevin (1997)
Director, Southeast Museum of Photography
M.F.A., Southern Illinois University at Carbondale

Miller, Vera (1987)
Senior Professor, Arts and Sciences
Chair, Honors College
M.S., Nova University
B.A., University of Florida

Mitze, Michael (1999)
Associate Professor, English
Ph.D., M.A. and B.A., University of Missouri

Monroe, Gary (1987)
Professor, Visual Arts
M.F.A., University of Colorado
B.A., University of South Florida

Montero, Eleanor (1996)
Associate Professor, English
Ph.D., Indiana University of Pennsylvania
M.S., State University of New York-New Paltz
B.A., Mariet College

Moonen, John (1987)
Senior Professor, Office Systems and Hospitality
M.Ed, Colorado State University
B.S., State University of New York-Buffalo
A.A.S., Niagara County Community College

Moore, Judith (1990)
Professor, English
Ed.D., University of Florida
M.A., Webster College
B.S., Southwest Missouri State

More, Prashant (2001)
Instructor, Engineering Technologies
M.S., University of Toledo
B.E., University of Mumbai

Morgan, Nancy (1999)
Director, Resource Development
M.B.A. and B.A., University of Central Florida

Morris, Jesse (2002)
Associate Professor, Allied Health
Ph.D., Walden University
M.A., Duquesne University
R.B.A., Shepard College

Morrison, Ronald (1998)
Associate Professor, Behavioral Science
Assistant Chair, Psychology
Ph.D., Texas Tech University
B.A., University of Central Florida
A.A., Daytona Beach Community College

Mounkurai, Thaddeaus (1997)
Professor, Behavioral Science
Ed.D. and M.A., West Virginia University
M.B.A. and B.S., University of Tulsa

Muhammad, Idris (1992)
Director, Student Disability Services and Institutional Equity
B.S., St. John's University

Mullin, Dale (2001)
Instructor, Computer Science
M.A. and B.S., University of Central Florida
A.A. and A.S., St. Johns River Community College

Murray, Barbara (1989)
Senior Professor, English
M.A., University of North Dakota
B.A., University of Texas-Arlington
Muterspaugh, Kimberly (2002)
Assistant Professor, Mathematics
M.S., University of Central Florida
B.S., Florida State University
A.A., Gulf Coast Community College

Nayar, Ram (1994)
Professor, Science
Ph.D., Howard University
M.S., Roosevelt University
B.S., MLB College

Nestor, James (1978)
Professor, Business
Assistant Chair, Business Management
M.B.A., Stetson University
B.S. and A.S., Embry-Riddle Aeronautical University

Newcomb-Doty, Yvonne (1977)
Dean, School of Business and Library Services
Chair, Business/Educational Support Services
Chair, Culinary/Hospitality
M.S. and B.A., University of Tennessee

Nunes, Nicholas (1992)
Professor/Counselor, Counseling
M.S., University of Southern California
B.A., John Carroll University

Offiah, Sandra (1993)
Professor/Assistant Chair, English
M.A.T. and B.A., Jackson State University

O’Neill, Molly (1987)
Professor, Mathematics
M.A. and B.S., Western Michigan University

Associate Professor, Nursing
M.P.H., Hunter College
B.S., St. Joseph’s College
O.N.S., Oncology Nursing Certification

O’Rourke, Peter (1986)
Professor, Humanities
M.A., Fresno State College
B.A., San Francisco State College

O’Shaughnessy, Ellen (1972)
Professor, Humanities
M.A., Western Kentucky University
B.A., Alabama College

O’Shaughnessy, James (1972)
Senior Professor, Behavioral, Human and Social Science
M.B.A., St. John’s University
B.S., Florida State University

Overbey, Margaret (1987)
Associate Professor, Mathematics
Coordinator, Faculty Development
M.Ed. and B.S., North Carolina State University

Pagan-Ortiz, Alex (2002)
Assistant Professor, Computer Science
M.S., Temple University
B.S., Universidad Del Sagrado Corazon

Pan, Clarence (2002)
Associate Professor, Office Systems and Hospitality
M.S., Southern Illinois University
B.A., Guangzhou Conservatory Music
A.A. (A.O.S.), Culinary Arts Institute of America

Parham, Bettye (1987)
Associate Professor/Chair, Computer Science
M.S., Andrews University
B.A., Oakwood College

Parish, Janet (1997)
Director, Business Services
B.S., Embry-Riddle Aeronautical University

Peacock, Dallas (1993)
Professor, Engineering Technologies
Assistant Chair, Architecture and Bldg. Technologies
B.A.B., University of Minnesota
National N.C.A.R.B. Certification
Architecture License, Colorado, Michigan and Florida

Pelham, Sabra (2000)
Assistant Professor, English Language Institute
M.A. and B.A., University of Kansas

Peterson, Douglas (1985)
Professor/Chair, Humanities, Cultural and Studio Arts
D.M. and M.M., Indiana University
B.M. North Texas State University

Pelps, Christopher (1999)
Associate Professor, Science
Ph.D., State University of New York-Albany
M.S. State University-New York-Fredonia
B.S., Rensselaer Polytechnic Institute

Phillips, Claude (2001)
Assistant Professor, Computer Science
M.S., Southern Polytechnic State University
B.A., Washington University
Microsoft Certified Professional
Microsoft Certified Trainer
Microsoft Certified Systems Engineer
Microsoft Certified Professional and Internet

Phillips, Laura (1998)
Controller, Accounting
M.Ed., University of Florida
B.S., University of Central Florida
A.A., Brevard Community College

Pietras, Mary (1996)
Associate Professor, Dental Sciences
Assistant Chair, Dental Assisting
Certified Dental Assistant

Pinkerton, Barbara (1998)
Associate Professor, Nursing
M.S.N., Adelphi University
M.S., Nova Southeastern University
B.S.N., Long Island University

Pinkston-McDuffie, Joanne (1981)
Senior Professor, English
M.A.T., Jackson State University
B.A., Mississippi Valley State University

Pintello, Timothy (2001)
Assistant Professor, Computer Science
M.Div., New Orleans Baptist Theological Seminary
B.S., Bryan College

Pivec, Lawrence (1984)
Professor, Computer Science
M.Ed. and B.S., University of Florida
Certified Radio Electronics Officer

Popp, Cornelia (1987)
Assistant Professor, Technical Careers (Cosmetology)
A.A., Daytona Beach Community College

Porta, Theodora (2001)
Assistant Professor, Engineering Technologies
B.S., Florida State University

Posick, James (2002)
Associate Professor, Technical Careers (Auto)
Assistant Chair, Auto Service Management Technology
A.S., Seminole Community College

Pramanik, Lilianne (2002)
Assistant Professor, Computer Science
M.E. and B.E., Stevens Institute of Technology

Presswood, Kristy (1993)
Director, Enrollment Development Service
M.B.A. and B.S., University of Central Florida
A.A., Daytona Beach Community College
Quinton, Rita (1997)
- Director, Women’s Equity and Human Resources
- M.P.A. and B.S., University of Central Florida
- A.A., Daytona Beach Community College
- S.P.H.R., Senior Professional in Human Resources Certification

Raborn, Sandra (1986)
- Professor, Health and Wellness
- M.S.S., United States Sports Academy
- M.S. and B.S., Indiana University

Rademacher, Joan (1979)
- Professor/Counselor/Ombudsperson, Counseling
- M.S. and B.S., Southern Illinois University
- Licensed Mental Health Counselor

Raffaelo, Roger (1995)
- Associate Professor, Technical Careers (Air Conditioning, Heating and Refrigeration)
- A.S., Daytona Beach Community College

Ramos, Belinda (1999)
- Director, Women’s Center
- Ph.D., M.A. and B.A., Northwestern University

Ramsey, Bernadette (1977)
- Director, Adult Basic Education
- M.Ed., Florida A&M University
- B.S., Hampton University

Regnier, Nancy (1995)
- Associate Professor, Nursing
- M.S.N. and B.S.N., California State University-Chico

Reilly, Karen (2001)
- Assistant Professor, Nursing
- M.S.N., University of Central Florida
- B.S., Western Michigan University
- B.S.N., University of Central Florida
- A.S., Daytona Beach Community College
- L.P.N., Daytona Beach Community College

Ressa, Mary (1995)
- Associate Professor, Health and Wellness
- M.S., University of Kansas
- B.S., Florida State University

Riban, David (1993)
- Professor, Science
- Ph.D., Purdue University
- M.A., University of Michigan
- M.S., Purdue University
- B.S., Northern Illinois University

Ridilla, Pamela (1996)
- Associate Professor/Chair, Dental Sciences
- M.S. and B.A., University of Central Florida
- A.S., Pensacola Junior College

Robins, Andrea (2002)
- Associate Professor, Allied Health
- Assistant Chair, Massage Therapy
- M.S., Florida Institute of Technology
- B.A., Washington College
- A.A., Wesley College

Rock, Timothy (2001)
- Assistant Professor, Computer Science
- M.S., University of Central Florida
- B.S., Stetson University

Roddy, George (1980)
- Professor, Assistant Chair, Air Conditioning, Heating and Refrigeration
- A.S., Daytona Beach Community College

Rodriguez, Antonio (1992)
- Associate Professor, Mathematics
- M.S., Kharkov State University

Rogers, Michael (1989)
- Associate Professor, Science
- M.S., San Diego State University
- B.S., Manchester College

Rogers, Richard (1985)
- Professor, Behavioral Science
- Ph.D., M.S. and B.S., Florida State University

Rooft, Joseph (1998)
- Dean, Enrollment Development Services
- M.B.A., University of South Florida
- B.A., Ohio Northern University

Rossi, John (1982)
- Professor, Mathematics
- M.A., Montclair State University
- B.S., Eastern Kentucky State College

Rowan, Roger (1996)
- Assistant Professor, Industrial Technologies
- Assistant Chair, Manufacturing Technology
- A.S., Daytona Beach Community College

Sanders, Karen (2000)
- Director, Foundation
- M.B.A., University of Central Florida
- B.S., Embry-Riddle Aeronautical University
- Certified Financial Planner

Sandstrom, Laurance (1998)
- Associate Vice President, Human Resources
- M.B.A., Syracuse University
- B.S. and A.A.S., Rochester Institute of Technology

Sarkis, Munir (1977)
- Professor, Modern Languages
- Ph.D., University of Alabama
- B.S., Montana State College

Saviuk, Walter (1997)
- Associate Professor, Science
- D.C., New York Chiropractic College
- B.S., York College

Saylor, Christel (1995)
- Associate Professor, Mathematics
- M.S., University of Central Florida
- B.S., Florida Institute of Technology

Schlageter, Thomas (1980)
- Professor, Mathematics
- M.Ed. and B.S., University of Central Florida
- B.S., Florida State University

Schlossman, Alan (1978)
- Professor, Behavioral Science
- Ph.D., M.Ed. and Ed.S., University of Florida
- B.A., State University of New York - Stony Brook

Schwartz, William (1981)
- Director of Engineering, WCEU-TV
- A.S., Daytona Beach Community College
- F.C.C. General Radiotelephone Operator License

Scott, Ursula (2001)
- Associate Professor, English
- M.S., Nova Southeastern University
- B.A., South Carolina State University

Sealy-Fragale, Dawn (2002)
- Assistant Professor, Assistant Chair Graphic Arts, Visual Arts and Photography
- M.A.A.S., State University of New York-New Paltz
- B.F.A., State University of New York-Purchase

Sealey-Robertson, Sandra (1989)
- Associate Vice President/General Manager, WCEU-TV
- M.Ed., University of Florida
- B.J., University of Texas - Austin

Sharples, D. Kent (1999)
- President
- Ph.D., Ohio University
- M.Ed., B.S., Bowling Green State University
<table>
<thead>
<tr>
<th>Name</th>
<th>Title</th>
<th>Institution</th>
</tr>
</thead>
<tbody>
<tr>
<td>Shepard, Norman</td>
<td>(1970) Senior Professor/Counselor, Counseling</td>
<td>M.Ed., Stetson University</td>
</tr>
<tr>
<td></td>
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<td>B.A., Davis and Elkins College</td>
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<tr>
<td>Shoff, Harry</td>
<td>(1998) Associate Professor, English</td>
<td>Ph.D., Indiana University of Pennsylvania</td>
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<td></td>
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<td>M.S., Clarion University of Pennsylvania</td>
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<td>B.A., Colgate University</td>
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<tr>
<td>Sidor, Stanley</td>
<td>(2001) Executive Director, Advanced Technology Center</td>
<td>M.S., Western Michigan University</td>
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<td>B.S., Aquinas College</td>
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<tr>
<td>Simons, Leslie</td>
<td>(1977) Senior Professor/Counselor, Counseling</td>
<td>M.A., California State College - Los Angeles</td>
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<tr>
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<td>B.A., University of Central Florida</td>
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<td>A.A., Daytona Beach Community College</td>
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<tr>
<td>Simpson, William</td>
<td>(1986) Professor, English</td>
<td>M.A., Xavier University</td>
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<td></td>
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<td>B.A., Florida A&amp;M University</td>
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<tr>
<td>Sinnott, John</td>
<td>(1998) Assistant Professor, Mathematics</td>
<td>M.Ed., University of Central Florida</td>
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<td></td>
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<td>B.S., University College</td>
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<tr>
<td>Sistrunk, Dolores</td>
<td>(1997) Director, Marketing and Communications</td>
<td>B.S., Kent State University</td>
</tr>
<tr>
<td>Skinner, Paul</td>
<td>(2002) Associate Professor, Emergency Services Institute</td>
<td>M.F.A., University of Central Florida</td>
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<td>B.S., University of Cincinnati</td>
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<tr>
<td></td>
<td></td>
<td>A.A., Valencia Community College</td>
</tr>
<tr>
<td>Smith, Brian</td>
<td>(2002) Assistant Professor, Mathematics</td>
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Wilke, Deborah (2000)  
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Williams, Reginald (2000)  
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Williamson, Carol (1978)  
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M.A., Rutgers State University  
B.M., Northwestern University
ADVANCED TECHNOLOGY CENTER (ATC)
1770 Technology Blvd.
Daytona Beach, FL 32124
(386) 226-4100

From I-95, take the LPGA Blvd. exit.
East on LPGA to the first light (Williamson Blvd.).
North on Williamson Blvd., the ATC is located on the left,
approximately one mile from the intersection of LPGA/Williamson.
From Interstate 95, head east three miles on US 92 (International Speedway Blvd.). Campus is on the left, just past the intersection at Clyde Morris Blvd.
From Interstate 4, take exit #118 (old #56). Head west on State Road 44 toward DeLand. Go approximately one mile. Turn left (south) on County Road 4139. Go approximately half mile. Campus is on the left.
DELTONA CENTER
2351 Providence Blvd.
Deltona, FL 32725
(386) 789-7243

From Interstate 4, take exit #114 (old #54). Turn toward Deltona on to Howland Blvd. (SR 472E). Go 2.5 miles to Providence Blvd. (CR 4155S) and turn right. Follow Providence Blvd. for approximately one mile to the Deltona City Hall on your left. Classes are currently being held at City Hall.
From Interstate 95, take exit #289 (old #91C). Head east on Palm Coast Pkwy. for approximately two miles. The campus is the first right after you pass Colbert Ln.
NEW SMYRNA BEACH CAMPUS
940 Tenth St.
New Smyrna Beach, FL 32168
(386) 427-3472

From Interstate 95, take exit #249 (old #84) eastbound toward New Smyrna Beach. Turn right on Mission Road, then left on Josephine Street. The campus is a half mile on the right.

From US 1, turn right on Tenth Street in New Smyrna Beach. The campus is on the left after you pass the three-way stop sign.
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<td>Student Disability Services, Registration Information</td>
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<td>Student Judicial Affairs, Office of</td>
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<td>Student Literary Magazine (See Student Activities)</td>
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<td>Student Newspaper (See Student Activities)</td>
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<td>Student Policies, Rights and Responsibilities</td>
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<td>Student Records</td>
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<td>Substitution/Waivers</td>
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<td>Transfer Students</td>
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<td>Transient Students</td>
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<tr>
<td>Tutorial Services (See The Learning Center)</td>
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<tr>
<td>Tuition, Fees and Refunds</td>
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<tr>
<td>University of Central Florida - Volusia County Regional Campuses</td>
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<td>Veterans Affairs</td>
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<tr>
<td>Vocational Credit, Definition of</td>
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<td>W</td>
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<tr>
<td>Warning, Academic</td>
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<tr>
<td>WCEU Television</td>
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<tr>
<td>Weekend College</td>
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<tr>
<td>Welding Technology (Applied), Certificate</td>
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<tr>
<td>Who’s Who</td>
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<tr>
<td>Withdrawal Policy</td>
</tr>
<tr>
<td>Women’s Center</td>
</tr>
<tr>
<td>Workforce Training, Adult Education and</td>
</tr>
<tr>
<td>Work-Study Programs</td>
</tr>
</tbody>
</table>
### Associate of Arts Programs Major Codes

Please select the Associate of Arts Curriculum Code (or Focus Hour Area) which lists your intended major upon transferring to a university.

**TWO-YEAR AA DEGREE PROGRAM LEADING TO UNIVERSITY TRANSFER**

DBCC offers the first two years of numerous bachelor’s degree programs, including visual and performing arts, sciences, languages, education, liberal arts, math, psychology, business administration, public administration, social work, pre-professional programs (engineering, medicine, optometry, pharmacy, dentistry, law) and many others. Although DBCC’s courses are designed to meet standard university requirements, students should know the requirements of the upper division institution they plan to attend.

<table>
<thead>
<tr>
<th>Major Code</th>
<th>Field</th>
<th>Subfield</th>
</tr>
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<tbody>
<tr>
<td>0100</td>
<td>Undecided</td>
<td>Wild Life/Ecology</td>
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<tr>
<td>0101</td>
<td>Communications</td>
<td>zoology</td>
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<tr>
<td></td>
<td>Advertising/Public Relations</td>
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<td></td>
<td>Broadcasting/Television</td>
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<td></td>
<td>Film</td>
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<tr>
<td></td>
<td>Journalism</td>
<td></td>
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<tr>
<td></td>
<td>Modern Languages</td>
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<tr>
<td>0102</td>
<td>Mathematics, Science &amp; Technology</td>
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<td></td>
<td>Agriculture</td>
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<td>Astronomy</td>
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<td>Biology</td>
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<td>Botany</td>
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<td></td>
<td>Chemistry</td>
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<td></td>
<td>Chiropractor (Pre-)</td>
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<td>Dentist (Pre-)</td>
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<td></td>
<td>Engineering</td>
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<td>Forestry</td>
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<td>Marine Biology</td>
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<td>Math/Statistics</td>
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<td>Medicine (Pre-)</td>
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<td>Microbiology</td>
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<td>Nutrition</td>
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<td>Physical Therapy (Pre-)</td>
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<td></td>
<td>Radiologic Sciences</td>
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<td></td>
<td>Veterinarian (Pre-)</td>
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<tr>
<td>0103</td>
<td>Humanities, Cultural &amp; Aesthetic</td>
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<td>Acting</td>
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<td>Theatre</td>
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<td>0104</td>
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<td>Anthropology</td>
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<td>Coaching</td>
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<td>0105</td>
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<td>Accounting</td>
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<td>Economics</td>
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<td>Finance</td>
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<td>0106</td>
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<td>History</td>
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<td>International Relations</td>
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<td>Philosophy</td>
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<td></td>
<td>Religion</td>
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</tbody>
</table>

*Includes majors which can be under any DBCC Focus Hours area.

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### Associate of Science Programs

**TWO-YEAR PROGRAMS LEADING TO AN AS DEGREE**

DBCC prepares students for careers which require specialized college-level training. Graduates are prepared for immediate entry into occupations. All general education courses are transferable to the Florida State University System. The following five programs are part of a statewide articulation agreement with transferability to the Florida State University System: Business Administration; Electronics Engineering Technology; Hospitality Management (Hotel/Restaurant & Travel/Tourism Industry); Nursing (Associate Degree); and Radiography.

#### Technical & Industrial Programs

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<tr>
<th>Program Code</th>
<th>Program Name</th>
<th>Course Code</th>
<th>Business Code</th>
<th>Description</th>
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<tr>
<td>2045</td>
<td>Civil Engineering Technology</td>
<td>2084</td>
<td>Accounting Technology</td>
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<tr>
<td>2013</td>
<td>Computer Engineering Technology</td>
<td>2059</td>
<td>Business Administration</td>
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<tr>
<td>2067</td>
<td>Computer Information Technology</td>
<td>2011</td>
<td>Hospitality Management</td>
<td>(Hotel and Restaurant Industry)</td>
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<tr>
<td>2047</td>
<td>Computer Programming and Analysis (Software Engineering Technology)</td>
<td>2012</td>
<td>Hospitality Management</td>
<td>(Travel and Tourism Industry)</td>
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<tr>
<td>2004</td>
<td>Digital Media - Design Option</td>
<td>2062</td>
<td>Legal Assisting (Paralegal)</td>
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<tr>
<td>2203</td>
<td>Digital Media - Internet Design &amp; Production Option</td>
<td>2065</td>
<td>Marketing Management (International)</td>
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</table>

#### Health Careers & Public Services Programs

<table>
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<th>Program Code</th>
<th>Program Name</th>
<th>Course Code</th>
<th>Business Code</th>
<th>Description</th>
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<td>2039</td>
<td>Criminal Justice Technology Bridge</td>
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<tr>
<td>2036</td>
<td>Dental Hygiene (2136)</td>
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<td>2044</td>
<td>Early Childhood Education</td>
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<tr>
<td>2056</td>
<td>Fire Science Technology</td>
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<tr>
<td>2007</td>
<td>Human Services</td>
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<td>2026</td>
<td>Human Services (General)</td>
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<tr>
<td>2071</td>
<td>Nursing (Associate Degree)</td>
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<td>2071</td>
<td>Nursing for the Certified Paramedic and Registered Respiratory Therapist (Accelerated Associate Degree) (2171)</td>
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<tr>
<td>2071</td>
<td>Nursing for the Licensed Practical Nurse (Accelerated Associate Degree) (2171)</td>
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<tr>
<td>2037</td>
<td>Radiography (2137)</td>
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</tbody>
</table>

*All AAS and AS degree and certificate programs that are marked with an asterisk (*) are special admissions programs. A separate application must be filed with the respective department for these programs. (Admission to the College does not guarantee admission to these programs.)

Rev. 7/03
Academic Program Code Listing

Associate of Applied Science Programs

TWO-YEAR PROGRAMS LEADING TO AN AAS DEGREE  
DBCC prepares students for careers which require specialized college level training. Graduates are prepared for immediate entry into business, health, human services, engineering technology, public services, technical, manufacturing, construction and visual arts.

<table>
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<tr>
<th>Technical &amp; Industrial</th>
<th>Business</th>
<th>Health Careers &amp; Public Services</th>
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<tr>
<td>3501 Architecture</td>
<td>3500</td>
<td>3506 Emergency Medical Services</td>
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<tr>
<td>3502 Building Technology</td>
<td>3503</td>
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<tr>
<td>3502 Automotive Service</td>
<td>3504</td>
<td>3507 Fire Science Technology</td>
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<tr>
<td>Management Technology</td>
<td>3505</td>
<td>3509 Health Information Management</td>
</tr>
<tr>
<td>3502 Digital Media</td>
<td>3510</td>
<td>(3109)</td>
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<td>- Design Option</td>
<td>3511</td>
<td>3512 Human Services</td>
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<tr>
<td>3502 Digital Television</td>
<td>3527</td>
<td>(Addictions Specialization)</td>
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<td>and Media Production</td>
<td>Civil Engineering Technology</td>
<td>3513 Human Services (General)</td>
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<td>3505 Drafting and Design</td>
<td>3514</td>
<td>3518 Occupational Therapy Assistant</td>
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<td>Technology (CAD)</td>
<td>Industrial Management Technology</td>
<td>(3118)</td>
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<td>3530 Golf Course Operations</td>
<td>3515</td>
<td>3524 Physical Therapist Assistant</td>
</tr>
<tr>
<td>(Turf Management)</td>
<td>Interior Design Technology</td>
<td>(3124)</td>
</tr>
<tr>
<td>3508 Graphics Technology</td>
<td>3525</td>
<td>3526 Sign Language Interpretation</td>
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<tr>
<td>- Design Option</td>
<td>Manufacturing Technology</td>
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<td>3514 Industrial Management Technology</td>
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<td></td>
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<tr>
<td>3529 Manufacturing Technology</td>
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<td>3532 Photographic Technology</td>
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</tr>
<tr>
<td>3523 Photographic Technology</td>
<td>3522</td>
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</tbody>
</table>

Advanced Technical Certificate - 3001 Professional Photography

PROGRAMS DESIGNED FOR STUDENTS WHO HAVE ALREADY RECEIVED AN AS DEGREE AND ARE SEEKING ADVANCED SPECIALIZED TRAINING.

Occupational Certificates

PROGRAMS DESIGNED TO PROVIDE TRAINING IN VARIOUS FIELDS. COLLEGE CREDIT PROGRAMS CAN BE APPLIED TOWARD AN APPROPRIATE AAS/AS DEGREE.

<table>
<thead>
<tr>
<th>College Credit Programs</th>
<th>Vocational Credit Programs</th>
<th>Apprenticeship Programs</th>
</tr>
</thead>
<tbody>
<tr>
<td>0943 Accounting Applications/Computerized</td>
<td>1011 Air Conditioning, Refrigeration and Heating Technology (Commercial)</td>
<td>1020 Child Care Specialist Apprentice</td>
</tr>
<tr>
<td>0916 Business Management</td>
<td>**ATB 1097 Automotive Collision Repair and Refinishing</td>
<td>1071 Electrical Apprentice - Non-Union</td>
</tr>
<tr>
<td>0938 Computer Programming</td>
<td>** 1030 Clerical Support/Secretary</td>
<td>1072 Electrical Apprentice - Union</td>
</tr>
<tr>
<td>0915 Marketing Operations</td>
<td>** ATB 1021 Computer Support Specialist (Computer Repair)</td>
<td>1028 Machine Trades Apprentice</td>
</tr>
<tr>
<td>0920 Medical Records Transcribing</td>
<td>1050 Correctional Officer Recruit Training</td>
<td>1070 Plumbing Apprentice - Union</td>
</tr>
<tr>
<td>0914 Office Systems Specialist</td>
<td>1031 Correctional Probation Officer Academy</td>
<td>1037 Telecommunications Apprentice</td>
</tr>
<tr>
<td>0918 Office Systems Specialist - Legal Option</td>
<td>**ATB 1084 Cosmetology</td>
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</tr>
<tr>
<td>0919 Office Systems Specialist - Medical Option</td>
<td>* 1048 Dental Assisting (1148)</td>
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</tr>
<tr>
<td>* 0957 Paramedic (1957)</td>
<td>1057 Fire Apparatus Operator</td>
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</tr>
<tr>
<td>0960 Emergency Medical Technician</td>
<td>1056 Fire Fighter II</td>
<td></td>
</tr>
<tr>
<td>(1960)</td>
<td>*1079 Health Unit Coordinator (1179)</td>
<td></td>
</tr>
<tr>
<td></td>
<td>1051 Law Enforcement Recruit Training</td>
<td></td>
</tr>
<tr>
<td></td>
<td>*1024 Massage Therapy (1124)</td>
<td></td>
</tr>
<tr>
<td></td>
<td>*1023 Medical Assisting (1123)</td>
<td></td>
</tr>
<tr>
<td></td>
<td>** 1044 Nails Specialty</td>
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</tr>
<tr>
<td></td>
<td>** 1027 Nurse Aide and Orderly</td>
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</tr>
</tbody>
</table>

ATB - Ability to Benefit programs are programs that do not require a high school diploma but do require that you achieve a minimum score to meet financial aid guidelines and minimum scores to meet program eligibility.

*All AAS and AS degree and certificate programs that are marked with an asterisk (*) are special admissions programs. A separate application must be filed with the respective department for these programs. (Admission to the College does not guarantee admission to these programs.)

**No high school diploma required for these programs.

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