

COURSE DESCRIPTIONS

Section Ten

General – The following list of courses shows the responsible academic division, course number, course title, number of semester hours credit, course description, prerequisite, if any, and frequency of offering. The courses are arranged alphabetically followed by the course number.

1. **Symbols** – Course numbers (Example: ENGL 1101) are in two distinct parts. The department code (ENGL) is derived from the name of the instructional department, usually the letters from the name. In the course number (1101) the first digit of the number signifies first or second year level. Applied Music course numbers are constructed individually; an explanation of how they are constructed can be found in the introductory remarks for those courses. The number in parentheses following the course title specifies the amount of credit, in semester hours, which the course will yield upon successful completion.
2. **Transferability of Courses** – The Core Curriculum of the University System of Georgia provides for the transferability of those courses which are part of the Core Curriculum Plan. The courses developed for the one- and two-year career programs have been designed to give the student the best possible background needed for employment in the career. Therefore, some of the following do not offer comparable programs and courses. If in doubt, students should discuss the matter with the advisor or the other institution involved.
3. **Learning Support Prerequisites** – Students who are placed in Learning Support courses because of their scores on the Admission and Placement Tests will be required to satisfy specific developmental requirements before they can enroll in the college level courses (courses numbered 1000 or higher). The minimum developmental level required for admission into any college level course is listed as a prerequisite in the course description.

ACCT 2101 Principles of Accounting I (3-0-3)

A study of the underlying theory and application of financial accounting concepts. Corequisite: Minimum COMPASS reading score of 74 or enrollment in READ 0099.

Prerequisite: BUSA 1005 or higher math course with grade of C or better OR permission of instructor.

Offered: All semesters.

ACCT 2102 Principles of Accounting II (3-0-3)

A study of the underlying theory and application of managerial accounting concepts.

Prerequisite: ACCT 2101 with grade of C or better.

Offered: All semesters.

ACCT 2205 Microcomputers in Accounting (3-0-3)

This project based course will introduce Quickbooks and include payroll accounting. The software will be used to setup a company and perform transactional analysis and recording.

Prerequisite: ACCT 2101 with grade of C or better or permission of instructor.

Offered: Fall.

- ACCT 2211 Intermediate Accounting** (3-0-3)
 A review of the basic accounting model; the fundamentals of actuarial mathematics and its practical application to accounting problems; accounting theory and practice as related to recognition, measurement, and reporting of income; the balance sheet and statement of cash flows; current assets; tangible and intangible fixed assets, depreciation, depletion, and deferred charges.
 Prerequisite: ACCT 2102 with grade of C or better.
 Offered: Spring (even years).
- ACCT 2220 Income Tax Procedures** (3-0-3)
 A practical presentation of Federal Income Tax fundamentals, with emphasis on individual returns. Topics considered include gross income, deductions and tax credits. The course is designed primarily for those students who expect to terminate their study at the two-year college level.
 Corequisite: Minimum COMPASS reading score of 74 or enrollment in READ 0099.
 Prerequisite: ACCT 2101 preferred or tax accounting experience.
 Offered: Fall.
- ACCT 2225 Cost Accounting** (3-0-3)
 The basic elements of cost accounting with emphasis on managerial applications of process, job-order, and standard cost accounting systems.
 Prerequisite: READ 0099 or a minimum reading CPE score of 75 and ACCT 2102 with grade of C or better.
 Offered: On demand.
- ACCT 2230 Manufacturing Cost Accounting** (3-0-3)
 The basic elements of manufacturing cost accounting with emphasis on managerial applications of process, job-order, and standard cost accounting systems.
 Prerequisite: None.
 Offered: On demand.
- ALHE 1103 Orientation to MLT** (1-0-1)
 This course provides an introduction to basic clinical laboratory science and web-based instruction. Students learn about the organizational structure of a clinical laboratory, regulation of quality and reliability of testing, personnel qualifications, safety, medical-legal issues, specimen collection and processing, principles of instrumentation and laboratory mathematics.
 Prerequisite: None.
 Corequisite: None.
 Offered: Fall.
- ALHE 1105 Health Care System Foundation** (2-0-2)
 This introductory course addresses three central areas in health care and human services: the historical development of and current trends and changes in the health care delivery system; the emerging data base on the mind-body relationship in health and illness; and basic concepts in health care research and design. Attention is specifically given to managed care and its impact on health care delivery, the biopsychosocial model of assessment and diagnosis, and the interpretation of journal articles from professional health-related publications.
 Prerequisite: READ 0099.
 Offered: Fall or on demand.

- ALHE 1115 Clinical Professionalism** (0-3-1)
 This course addresses key competency areas for health care professionals. Elements including communication skills, time management, professional development, personal skills, policies and procedures, motivation and attitude, and the medical record are emphasized.
 Prerequisite: READ 0099.
 Offered: On demand.
- ALHE 1120 Medical Terminology** (1-0-1)
 Medical terminology approached through roots, prefixes, and suffixes of medical terms. Definition and spelling of anatomical, diagnostic, symptomatic and operative medical terms are covered.
 Prerequisite: READ 0099.
 Offered: Fall, Spring, Summer.
- ALHE 2000 Ethics and the Healthcare Professional** (2-0-2)
 Introduction to the meaning and scope of ethical dilemmas in health care; ethical decision-making; the health professional as an individual, as a care giver, and as a member of the health care team; the health care professional as a member of society.
 Prerequisites: PSYC 1101, BUSA 2220 or permission of instructor.
 Offered: Summer and on demand.
- ALHE 2050 Health Care Delivery System** (1-0-1)
 Introduces students to the historical development, structure, operations, current and future directions of the major components of the American Healthcare Delivery system. It examines the ways in which the healthcare services are organized and delivered, the influences that impact healthcare public policy and factors that determine the allocation of healthcare resources.
 Prerequisite: READ 0099.
 Offered: Summer and on demand.
- ALHE 2100 Personal Growth & Development** (3-0-3)
 An experiential course designed to enable the student to become aware of effectively utilizing self as an agent of therapeutic change. Emphasis is on helping each student identify personal values, assets and weaknesses and understand how these influence his/her decisions and interactions with others in a helping relationship. The dynamics of professional burnout will be explored, and each student will develop an individual plan for self care.
 Prerequisites: PSYC 1101 and admission to HST Program or PTA Program or permission of instructor.
 Offered: Summer.
- ANTH 1103 Introduction to Cultural Anthropology** (3-0-3)
 A study of the elements of functioning cultures, including kinship systems, patterns of marriage, social and political structures, and economic organization.
 Corequisite: Min. COMPASS reading score of 74 or enrollment in READ 0099.
 Prerequisite: None.
 Offered: On demand.

- ART 1010 Drawing** (2-4-3)
 This course introduces the techniques, materials, and principles of drawing. The course is composed of several projects/exercises that will emphasize the analysis and rendering of line, form, value, texture, color, and perspective. During the course, students will apply their understanding of drawing style, technique, media, and methods of drawing.
 Prerequisite: None.
 Offered: Fall.
- ART 1020 Design I** (2-4-3)
 This course involves the fundamentals of two-dimensional design introduced through projects in a variety of media. The course is composed of several projects that will emphasize the visual and intellectual aspects of form, visual awareness, analytical thinking, craftsmanship, use of media and techniques, and the application of design principles.
 Prerequisite: None.
 Offered: Fall.
- ART 1030 Design II** (2-4-3)
 This course is an investigation of three-dimensional forms and space using various materials and methods. In this course, students will demonstrate their ability to invent imaginative and conceptual complex sculptures in response to a series of studio problems using hand-building and simple materials.
 Prerequisite: None.
 Offered: Spring.
- ART 1100 Art Appreciation** (3-0-3)
 Development of an awareness and understanding of the visual arts through studio and classroom experiences, gallery visits, and lectures. ART 1100 and FIAR 2250 are related courses; only one can count toward graduation.
 Prerequisite: None.
 Offered: All semesters.
- ART 1150 Art Practicum** (0-6-3)
 A studio course designed for the student who has advanced beyond the basic art structure courses and wishes to explore various media in order to develop skills, techniques, and a higher level of expertise.
 Prerequisites: Completion of ART 1010, ART 1020, ART 1030, ART 2111, ART 2120, ART 2130, ART 2140, ART 2150, ART 2160, ART 2170, ART 2180, ART 2210, or ART 2220 & permission of instructor or consent of Division Dean.
 Offered: All semesters
- ART 2111 Basic Photography** (2-4-3)
 Instruction in fundamentals of black/white still photography: camera technique, exposure determination methods, film processing. Special assignments in visual perception, editing, and theme photography. (Previously ART 1110)
 Prerequisite: None.
 Offered: Fall & Spring.

- ART 2120 Painting** (2-4-3)
Acrylic Painting. An introduction to the fundamentals of painting related to subject matter, content, composition, and color. Preparation of supports and grounds, and use of basic painting tools, techniques, and materials will be stressed.
Prerequisite: None.
Offered: Spring.
- ART 2130 Watercolor** (2-4-3)
Fundamentals of watercolor techniques, drawing, principles of composition, and color theory. Landscape, still life, figure, and abstract studies.
Prerequisite: None.
Offered: On demand.
- ART 2140 Ceramics I** (2-4-3)
This studio course involves the development of personal expression using the ceramic process. The course will examine the many processes of ceramics production such as hand forming, throwing on the wheel, glaze application, and firing.
Prerequisite: None.
Offered: On demand.
- ART 2150 Computer Art** (0-6-3)
In this introductory lab course, students explore the computer and digital technologies as tools to produce personal and creative work in preparation for careers in commercial and fine art. Students are introduced to the digital imaging power of Adobe Photoshop, and commonly used page layout and graphic design software programs.
Prerequisite: None.
Offered: Fall, Spring.
- ART 2160 Visual Design** (0-6-3)
This is an introductory course in solving visual design problems. The course is an exploration of the basic principles of graphic design production, as they apply to the commonly-produced products in the graphic design field (logos, advertisements, brochures, newsletters, etc.), typography, print production techniques and considerations, and the basic elements of web page design.
Prerequisite: ART 2150 or permission of the instructor or consent of the Division Dean.
Offered: Spring.
- ART 2170 Web Page Design** (0-6-3)
This is an introductory course in designing websites for the Internet. The course is an exploration of the basic principles of designing, creating, and maintaining websites. The course introduces the fundamentals of designing web pages using HTML code and commonly used web page layout programs.
Prerequisite: Art 2150 or permission of the instructor or consent of the Division Dean.
Offered: Fall.

- ART 2180 Digital Photography** (2-4-3)
 In this course, students will create digital photographic images by combining fundamental photographic skills with digital camera technology and computer print technology. Emphasis will be placed on camera operation, techniques, and esthetics. Students will explore a range of both fine art and commercial photographic applications.
 Prerequisite: ART 2111 or ART 2150 or permission of the instructor or consent of the Division Dean.
 Offered: Fall, Spring.
- ART 2190 Photographic Lighting Principles & Techniques** (0-6-3)
 This is an introductory course in basic studio and location lighting principles and techniques. The course is an exploration of the creation and use of lighting arrangements as they apply to all specialties of commercial and fine art photography. The course is composed of demonstrations and projects that will explore the principles of artificial, natural and combination lighting. During the course, the students will demonstrate their understanding of basic lighting techniques through individual projects.
 Prerequisite: ART 2111, ART 2180 or permission of the instructor or consent of the Division Dean.
 Offered: Fall.
- ART 2200 Professional Practices, Portfolio Preparation & Review** (3-0-3)
 This is a course designed to prepare the student for entry into the business of commercial and fine art. The skills learned are applicable to any specialty in the field of commercial and fine art. The course is composed of lectures concerning the business of commercial and fine art, visiting lecturers who are specialists in their field, field trips to a variety of art establishments, research into the requirements and expectations of potential employers, clients, galleries and museums and directed preparation of each student's professional portfolio.
 Prerequisite: None.
 Offered: Spring.
- ART 2210 Video I** (3-3-3)
 This lab course introduces students to basic video production techniques and provides a theoretical, analytical, technical, and aesthetic approach to the pre-production, production, and post-production of videography. Lectures and practical exercises in camera operation, lighting, sound, scriptwriting, storyboarding, directing, and studio and site preparation will be covered. Each student will produce three short videos in preparation for editing.
 Prerequisite: None.
 Corequisite: ART 2230.
 Offered: Fall.
- ART 2220 Video II** (3-3-3)
 This lab course is a continuation of Video I and introduces students to advanced video production techniques and provides advanced theoretical, analytical, technical, and aesthetic approaches to videography. Students will be required to shoot three short videos covering the following subjects: commercial, documentary, and fine art. The student will use all the pre-production, production, and post-production techniques learned in Video I.
 Prerequisite: ART 2210.
 Offered: Spring.

- ART 2230 Video Editing** (3-3-3)
 This course introduces basic video editing and trimming, customizing and capturing images, video and audio effects and audio mixing, multi-camera editing, titling and final outputting. Emphasis is placed on Final Cut Pro software and its operation, techniques, and aesthetics. Students will explore a range of both fine art and commercial editing applications. Students will be required to produce and present a digital portfolio.
 Prerequisite: ART 2150 or permission of the instructor or consent of the Division Dean.
 Corequisite: ART 2210.
 Offered: On demand.
- ART 2280 Art History I** (3-0-3)
 This lecture course explores the history of the visual arts from the Prehistoric Period through Northern Renaissance. Topics include a study of the visual arts, painting, sculpture, architecture, and related arts, against the background of cultural, political, and economic development.
 Prerequisite: None.
 Offered: Fall.
- ART 2285 Art History II** (3-0-3)
 This lecture course explores the history of the visual arts from the Baroque Period through the twentieth century with major focus on epochs of Western art history. Topics include painting, architecture, sculpture, and design.
 Prerequisite: None.
 Offered: Spring.
- BIOL 1100K Human Anatomy & Physiology for the Health Care Professional** (4-2-4)
 This course is a survey of general principles of human anatomy and physiology with an emphasis on medical applications. It is restricted to students in Allied Health Science programs or requires the consent of the division chair. Laboratory exercises supplement the lecture material.
 Prerequisite: READ 0099.
 Offered: All semesters.
- BIOL 1107K Principles of Biology I** (3-3-4)
 This is an integrated conceptual course which includes all levels of biological organization with the principles of origin, development, genetics, diversity, behavior, and energetics. Laboratory exercises supplement the lecture material.
 Prerequisite: Completion of Learning Support and high school or college chemistry. Cannot be used with BIOL 1110 to satisfy Area D.
 Offered: All semesters.
- BIOL 1108K Principles of Biology II** (3-3-4)
 This is an integrated conceptual course that includes a survey of living organisms, behavior, and ecology. Laboratory exercises supplement the lecture material.
 Prerequisite: BIOL 1107K.
 Offered: All semesters.

- BIOL 1110K Introduction to Environmental Biology** (3-2-4)
 This course uses an interdisciplinary approach to contemporary environmental problems for students not majoring in science. Laboratory exercises supplement the lecture material. Cannot be used with BIOL 1107 to satisfy Area D.
 Prerequisite: None.
 Offered: All semesters.
- BIOL 1135K Life Science for Teachers 3 – 5 (restricted to DCSS in-service)** (3-0-3)
 The course addresses fundamentals of Life Science for teachers, grades 3-5. This course covers basic principles and teacher misconceptions from the fields of Cells, Organisms, Genetics, Ecology, Evolution and the Characteristics of Science. The course content is aligned to the Georgia Performance Standards for grades 3-5. Restricted to in-service teachers grades 3-5.
 Prerequisites: None.
 Corequisite: None.
 Offered: On demand.
- BIOL 2003 Life Sciences for Middle Grades Teachers** (3-0-3)
 This course will provide middle grades teachers with high-level science content that is the foundation for the topics of cell and organism, genetics, adaptation, and ecology. This course does not satisfy any core curriculum requirement. Restricted to Middle Grades Teachers.
 Prerequisites: None.
 Offered: On demand.
- BIOL 2023 Life Sciences for Special Education Teachers** (3-0-3)
 This course is restricted to in-service special education teachers. It is a brief summary of the important aspects of biological science including cells, genetics, diversity and adaptations of organisms, and ecology. Classroom applications will be explored. Laboratory exercises supplement the lecture material. This course does not satisfy any core curriculum requirement.
 Prerequisite: Restricted to in-service special education teachers.
 Offered: On demand.
- BIOL 2111K Human Anatomy & Physiology I** (4-2-4)
 This course covers general physiological principles emphasizing the structure and function of the human organ systems including the study of cells, tissues, organs, and systems of the body as an integrated whole. Laboratory exercises supplement the lecture material.
 Prerequisites: Exit Learning Support.
 Offered: All semesters.
- BIOL 2112K Human Anatomy & Physiology II** (4-2-4)
 This course is a continuation of BIOL 2111K. Laboratory exercises supplement the lecture material.
 Prerequisite: BIOL 2111K.
 Offered: All semesters.
- BIOL 2115K Essentials of Microbiology** (3-3-4)
 This course covers basic pathogenic microbes and some helminths related to genetics, immunity, diseases, and controls. Laboratory exercises supplement the lecture material.
 Prerequisites: BIOL 2112K or BIOL 1108K or CHEM 1151K and BIOL 1100K.
 Offered: All semesters.

- BIOM 2100K Molecular Genetics** (3-3-4)
 This course covers principles of prokaryotic and eukaryotic cell genetics. Emphasis is placed on the molecular basis of heredity, chromosome structure, patterns of Mendelian and non-Mendelian inheritance, evolution and biotechnological applications. Upon completion, students should be able to recognize and describe genetic phenomena and demonstrate knowledge of important genetic principles. This course has been approved to satisfy the Comprehensive Articulation Agreements for transferability as a pre-major and/or elective course requirements.
 Prerequisites: Permission of program director.
 Offered: On demand.
- BIOM 2101K Introduction to Biotechnology** (3-3-4)
 This course introduces the basic skills and knowledge necessary in a biological or chemical laboratory. Emphasis is placed on good manufacturing practices, safety, solution preparation, and equipment operation and maintenance following standard operating procedures. Upon completion, students should be able to prepare and perform basic laboratory procedures using lab ware, solutions and equipment according to prescribed protocols.
 Prerequisite: None.
 Offered: On demand.
- BIOM 2202K Applications in Biotechnology** (2-4-4)
 This course is designed for students to gain experience in conducting supervised research on a particular research project. In addition, students will conduct literature reviews, present experimental findings, and present an oral and poster presentation of all research conducted at end of the course.
 Prerequisite: BIOM 1100K, BIOL 2115K
 Offered: On demand.
- BIOM 2204K Cellular/Molecular Biology** (3-3-4)
 This course allows students to explore the major events that occur inside a cell. This course covers principles of prokaryotic and eukaryotic cell genetics. Emphasis is placed on the molecular basis of heredity, chromosome structure, patterns of Mendelian and non-Mendelian inheritance, evolution, and biotechnological applications. Upon completion, students should be able to recognize and describe genetic phenomena and demonstrate knowledge of important genetic principles. This course has been approved to satisfy the Comprehensive Articulation Agreements for transferability as a pre-major and/or elective course requirement.
 Prerequisites: Permission of program director.
 Offered: On demand.
- BIOM 2205K Introduction to Biochemistry** (2-4-4)
 The purpose of this course is to explore the major biochemical events that occur inside prokaryotic and eukaryotic cells. The main areas of focus are on catabolic/anabolic chemical reactions that occur in cells; major metabolic pathways in a cell; impact of pH, acidity and alkalinity on metabolism; properties of buffers; chemical/structural properties of proteins; protein-protein interactions; characteristics of amino acids; and general enzyme functions. Supplemental learning is conducted via lab activities which include chromatography, spectrophotometry, DNA analysis, DNA amplification, and protein production/purification.
 Prerequisites: Permission of program director.
 Offered: On demand

- BIOM 2210K Biomedical Laboratory Experience** (1-2-2)
This course provides an opportunity to pursue an individual laboratory project in biotechnology. Emphasis is placed on developing, performing and maintaining records of a project in a specific area of interest. Upon completion, students should be able to complete the project with accurate records and demonstrate an understanding of the project.
Prerequisite: BIOM 2201K.
Offered: On demand.
- BUED 1105 Keyboarding** (2-0-2)
Introduction to the touch operation of the alphabetic and numeric keyboards and the 10-key numeric pad. Course may be exempted by passing a proficiency examination.
Prerequisite: None.
Offered: On demand.
- BUED 1111 Beginning Document Processing** (3-0-3)
Introduction to keyboarding and formatting techniques and the development of basic speed and accuracy. The formatting of numerous business applications (letters, reports, tables) is included. Minimum passing speed: 30 wpm for 3 minutes. Course may be exempted by passing a proficiency examination.
Prerequisite: BUED 1105 Keyboarding.
Offered: On demand.
- BUED 1112 Intermediate Document Processing** (3-0-3)
Review of basic skills; business letters, reports, tables, and special communication forms (invoices, memorandums, purchase orders, minutes, news releases, etc.). Minimum passing speed: 40 wpm for 5 minutes. Course may be exempted by passing a proficiency examination.
Prerequisite: BUED 1111 with grade of C or better.
Offered: On demand.
- BUED 1113 Advanced Document Processing** (3-0-3)
Emphasizes vocational application of keyboarding/formatting/editing skills in sections that portray realistic office-like settings. Minimum passing speed: 50 wpm for 5 minutes. This course may be exempted by passing a proficiency examination.
Prerequisite: BUED 1112 with grade of C or better.
Offered: On demand.

- BUED 2200 Medical Office Management** (3-0-3)
 The use of a medical simulation for use in medical office management, medical assisting, or secretarial office management. Patient scheduling, patient charts, billing, collections, insurance, banking, and payroll will be covered.
 Corequisite: Minimum COMPASS reading score of 78 or enrollment in READ 0099.
 Prerequisite: None.
 Offered: On demand.
- BUED 2215 Office Technologies** (3-0-3)
 Usage of state-of-the-art office technology in support of administrative office duties. Course focuses on the processing, distribution, and retention of information.
 Corequisite: Min. COMPASS reading score of 78 or enrollment in READ 0099.
 Prerequisite: BUED 1112 or permission of instructor.
 Offered: Summer.
- BUED 2235 Medical Insurance Form Preparation** (3-0-3)
 This course will cover how to complete a variety of medical forms through hands-on experience. Such forms as universal Medical (HIC), Superbill, Workman's Compensation, Group Hospital Insurance, and Medicaid are included. The latest information on HMOs, DRGs, and HCPCs for Medicare and Medicaid is included. CPT Procedure Coding and ICD 9's Diagnostics Coding are also covered.
 Corequisite: None.
 Prerequisite: READ 0099 or a minimum reading CPE score of 75.
 Offered: On demand.
- BUED 2240 Medical Office Procedures** (3-0-3)
 Prepares students for secretarial employment in medical offices by developing office skills to a higher level of proficiency. Emphasizes decision-making competencies, human relations techniques, performance patterns, and professional development. Content includes medical environment, medical staff, medical ethics, medical law, interacting with patients, telephoning, scheduling appointments, managing medical records, medical correspondence, communication, mail distribution, health insurance and alternative financing plans, billing and collection, and computerizing the medical office.
 Prerequisite: READ 0099 or a minimum reading CPE score of 75 and BUED 2251 with grade of C or better or permission of instructor.
 Offered: Spring.
 SPECIAL NOTE: BUED 2240 and BUED 2245 are related courses; only one of the two can count towards graduation.
- BUED 2245 Office Procedures** (3-0-3)
 Prepares students for Office Administration employment by developing office skills received in previous courses to a higher level of proficiency. Decision-making competencies, human relations techniques, performance patterns, and operational skills for the office professional are emphasized. Content includes employment opportunities, work organization, office technology, office reprographics, telecommunications, the office team, public relations, document preparation, mailing services, meeting and conference planning, and travel arrangements.
 Prerequisite: BUED 1112 with grade of C or better or permission of instructor.
 Offered: Summer.
 SPECIAL NOTE: BUED 2240 and BUED 2245 are related courses; only one of the two can count towards graduation.

- BUSA 1005 Business Mathematics** (3-0-3)
 Basic processes in mathematics, problems, and exercises develop proficiency in quantity-oriented operations. Management-oriented materials are included to introduce mathematics as a tool in management decision-making.
 Corequisite: None.
 Prerequisite: READ 0099 or a minimum reading CPE score of 75 and MATH 0099.
 Offered: On demand.
- BUSA 1100 Financial Planning and Investment Management** (2-0-2)
 Provides the foundation for studying and applying personal financial planning techniques for a lifetime.
 Corequisite: Minimum COMPASS reading score of 74 or enrollment in READ 0099.
 Prerequisite: None.
 Offered: All semesters.
- BUSA 1105 Introduction to Business** (3-0-3)
 An integrative study of the functional areas of business (finance, operations, marketing, human resources, etc.).
 Corequisite: Minimum COMPASS reading score of 74 or enrollment in READ 0099.
 Prerequisite: None.
 Offered: Fall, Spring.
- BUSA 1121 Small Business Management** (3-0-3)
 This course provides an extensive coverage of topics related to small business management and entrepreneurship. Students will learn managing (operation, human resources, risk, and assets), marketing, financing, and evaluation of the financial performance of small businesses. Students will also learn how to prepare a comprehensive business plan.
 Prerequisites: None.
 Corequisites: Minimum COMPASS reading score of 74 or enrollment in READ 0099.
 Offered: On demand.
- BUSA 1145 International Business, Culture and Economics** (2-0-2)
 This is an introductory course covering various aspects of the international business environment, including global culture and the economy, different political systems and legal systems around the world, the international financial system, and international business management.
 Prerequisites: None.
 Corequisites: Minimum COMPASS reading score of 74 or enrollment in READ 0099.
 Offered: On demand.
- BUSA 1171 Principles of Banking** (3-0-3)
 This course provides an introduction to the banking industry and highlights nearly every aspect of banking, from the fundamentals of negotiable instruments to contemporary issues and developments within the industry. This course provides the foundation of all AIB training and is designed for personnel, at any level, new to banking.
 Prerequisite: None.
 Offered: On demand.

- BUSA 1172 Law and Banking Applications (3-0-3)**
 This course is devoted to the laws and regulations that govern funds transaction, whether by check, EFT, wire transfers, or letters of credit. In addition, focus is placed on issues of liability, wrongful payment and dishonor, electronic banking, deposit accounts, mutual funds, and annuities. This course is designed for entry- and officer-level personnel who are new to banking or require a refresher course on the legal basis for many banking services and transactions.
 Prerequisite: None.
 Offered: On demand.
- BUSA 1173 Money and Banking (3-0-3)**
 This course describes how money functions in the U.S. and world economies. Topics include the concept of money supply and the role the bank plays as a money creator and participant in the nation's payment mechanism. Other topics include how the various types of financial institutions operate, the workings of monetary and fiscal policies, and the functions and power of the Federal Reserve. This course is designed for officer trainees through mid-management level bankers and banking personnel who have not had a formal course in money and banking.
 Prerequisite: None.
 Offered: On demand.
- BUSA 1176 Fundamentals of Consumer Lending (1-0-1)**
 This course provides basic knowledge about consumer credit. Topics covered include terminology, basic categories of consumer credit, determining credit worthiness, the application process, and bank regulations. This course is designed for participants who currently sell or are otherwise involved in the consumer lending process.
 Prerequisite: None.
 Offered: On demand.
- BUSA 1177 Introduction to Relationship Selling (1-0-1)**
 This course introduces the relationship selling process and the skills and techniques that support a customer, needs-focused, sales approach. This course is designed for any branch personnel involved with in-branch sales.
 Prerequisite: None.
 Offered: On demand.
- BUSA 1178 Lending: Introductory (2-0-2)**
 This is an introductory course on the lending process. The major concepts of lending are presented using a sample consumer loan as a guideline. This course is designed for bank personnel who have an interest in the lending process, but have not yet begun a career in lending.
 Prerequisite: None.
 Offered: On demand.
- BUSA 1179 Consumer Lending (3-0-3)**
 This course on consumer lending provides current information about regulations governing credit practices, and reviews loan processing, cross-selling, and collections. This course is designed for entry-level consumer lenders, consumer credit personnel, and bank employees who need to understand consumer credit.
 Prerequisite: None.
 Offered: On demand.

- BUSA 1180 Introduction to Supervision** (3-0-3)
 This course provides an introduction to supervision in the banking industry. Emphasis is placed on becoming a better manager by focusing on interpersonal relations required of today's successful managers. This course is designed for both practicing and aspiring bank supervisors who have little formal knowledge of supervision.
 Corequisite: Minimum COMPASS reading score of 74 or enrollment in READ 0099.
 Prerequisite: None.
 Offered: On demand.
- BUSA 1181 Analyzing Financial Statements** (3-0-3)
 This AIB course provides the skills needed to effectively assess a borrower's ability to repay loans. It builds core competencies through instruction and application based on actual small business lending cases.
 Corequisite: None.
 Prerequisite: None.
 Offered: On demand.
- BUSA 1182 Issues for Bankers** (1-0-1)
 This course covers three topics of interest to bankers. It covers business ethics from a banker's perspective, an understanding of Fair Lending laws as they apply to bank personnel, and the fundamental skills and techniques for using the telephone effectively on the job. Participants explore the importance of ethical behavior in banking from a personal and organizational perspective as well as from the legal perspective. The course also spotlights the importance of the telephone as a business tool and provides techniques for its effective use.
 Corequisite: None.
 Prerequisite: None.
 Offered: On demand.
- BUSA 2105 Communicating in the Business Environment** (3-0-3)
 A course emphasizing both interpersonal and organizational communications; to include written and oral exercises appropriate to business practice. If the student has not completed ENGL 1102 or the Regents' Testing Program (RTP), he/she must complete BUSA 2105 with a grade of C or better.
 Prerequisite: ENGL 1101 with grade of C or better.
 Offered: Fall, Spring.
- BUSA 2106 The Environment of Business** (3-0-3)
 An introduction to the legal, regulatory, political, social, ethical, cultural, environmental and technological issues which form the context for business; to include an overview of the impact of demographic diversity on organizations.
 Corequisite: Minimum COMPASS reading score of 74 or enrollment in READ 0099.
 Prerequisite: None.
 Offered: All semesters.
- BUSA 2200 Principles of Management** (3-0-3)
 A study of applied management techniques and practices emphasizing planning, organizing, decision making, staffing, directing, and controlling as they pertain to solving management problems.
 Corequisite: Min. COMPASS reading score of 74 or enrollment in READ 0099.
 Prerequisite: None.
 Offered: Fall, Spring.

- BUSA 2215 Principles of Human Resources Management** (3-0-3)
 The study of personnel administration as a staff function. It includes discussion of employment standards, procurement and placement, remuneration, training, safety and health, employee services, and labor relations.
 Corequisite: Minimum COMPASS reading score of 74 or enrollment in READ 0099.
 Prerequisite: None.
 Offered: Fall.
- BUSA 2220 Human Relations** (3-0-3)
 A study of the patterns of human behavior leading to effective work relationships. The following are discussed: the influence of leadership, the organization itself, peer groups, and the social environment in which the organization exists as related to human motivation.
 Corequisite: Minimum COMPASS reading score of 74 or enrollment in READ 0099.
 Prerequisite: None.
 Offered: Spring.
- BUSA 2234 Logistics and Supply Chain Management** (3-0-3)
 This course surveys current practices in logistics management including purchasing, transportation, warehousing and inventory control.
 Corequisite: None.
 Prerequisite: None.
 Offered: On demand.
- BUSA 2235 Inventory Management** (3-0-3)
 This course provides a comprehensive study of inventory control and warehousing as key functions within the supply chain.
 Corequisite: None.
 Prerequisite: None.
 Offered: On demand.
- BUSA 2236 Transportation and Traffic Management** (3-0-3)
 This course explores transportation and traffic management principles and techniques including truck, ship, rail, air and intermodal. Topics include selecting carriers, contracting, government regulations, tariffs, documentation, rate structures, import/export management, and interstate/intrastate traffic management.
 Corequisite: None.
 Prerequisite: None.
 Offered: On demand.
- BUSA 2237 Cost, Performance and Customer Service Management For Supply Chain** (3-0-3)
 This course deals with managing cost and performance issues along the supply chain as they are vital to ensuring high profitability and customer satisfaction.
 Corequisite: None.
 Prerequisite: None.
 Offered: On demand.

- BUSA 2238 Global Logistics** (3-0-3)
 This course develops a framework for and an overview of the theories, commercial dynamics, public policies, laws and the various economic, political and social factors affecting the actual operations and regulation of global trade, transportation, and logistics.
 Corequisite: None.
 Prerequisite: None.
 Offered: On demand.
- BUSA 2239 Purchasing and Material Management** (3-0-3)
 This course includes an overview of quality assurance, quantity determination, price and cost analysis and supplier relations. The policies and procedures of purchasing management are introduced and issues of concern to today's purchasing professional are discussed.
 Corequisite: None.
 Prerequisite: None.
 Offered: On demand.
- BUSA 2240 Principles of Marketing** (3-0-3)
 Principles and methods involved in moving goods and services from producers to consumers; the marketing environment, channels of distribution, marketing functions, marketing decision-making, and the merchandising/retailing function of marketing including retail organization, merchandise management, customer services, and retail control.
 Corequisite: Minimum COMPASS reading score of 74 or enrollment in READ 0099.
 Prerequisite: None.
 Offered: Fall.
- BUSA 2245 Advertising and Promotion** (3-0-3)
 A study of the factors involved in the marketing communications process. This includes promotional strategy, media selection, promotional segmentation, public relations and sales promotion.
 Corequisite: Minimum COMPASS reading score of 74 or enrollment in READ 0099.
 Prerequisite: None.
 Offered: On demand.
- BUSA 2250 Retail Management** (3-0-3)
 A study of the factors involved in the management of a retailing enterprise. This includes store design and layout, structure of the retail organization, retail personnel management, buying and pricing of merchandise, customer service, store security, and basic accounting procedures.
 Corequisite: None.
 Prerequisite: READ 0099 or a minimum reading CPE score of 74.
 Offered: Every other summer – odd years.
- BUSA 2255 Personal Selling** (3-0-3)
 Includes principles of selling with practical applications such as careers in sales, sales psychology, sales techniques and customer service. Covers concepts and techniques of making an effective sales presentation from prospecting to follow-up.
 Corequisite: None.
 Prerequisite: READ 0099 or a minimum reading CPE score of 74.
 Offered: Every other summer – even years.

- BUSA 2260 Labor Relations** (3-0-3)
 Labor-management relations including the practice and techniques of collective bargaining with respect to the interrelationships between the individual worker, the union, the employer, and the general public, stressing the responsibilities of labor and management.
 Corequisite: Minimum COMPASS reading score of 74 or enrollment in READ 0099.
 Prerequisite: None.
 Offered: On demand.
- CHEM 1151K Introductory Chemistry** (3-2-4)
 This course covers the basic principles of chemistry including atomic structure, nuclear chemistry, bonding, solution chemistry, organic chemistry, and a brief introduction to biochemistry. Laboratory exercises supplement the lecture material. Cannot be used with CHEM 1211 or PHSC 1012 to satisfy Area D.
 Prerequisites: Completion of all Learning Support requirements or permission of the Division Chair.
 Offered: All semesters.
- CHEM 1211K Principles of Chemistry I** (3-3-4)
 First course in a two-semester sequence covering the fundamental principles and applications of chemistry designed for science majors. Topics to be covered include composition of matter, nomenclature, stoichiometry, solution chemistry, gas laws, thermochemistry, quantum theory and electronic structure, periodic relations, and bonding. Laboratory exercises supplement the lecture material. Cannot be used with CHEM 1100 or PHSC 1012 to satisfy Area D.
 Prerequisites: Completion of one year of high school chemistry with a minimum grade of "C" or CHEM 1151K and placement in MATH 1111 or completion of MATH 0099.
 Offered: All semesters.
- CHEM 1212K Principles of Chemistry II** (3-3-4)
 Second course in a two-semester sequence covering the fundamental principles and applications of chemistry designed for science majors. Topics include molecular structure, intermolecular forces, properties of solutions, reaction kinetics and equilibria, thermodynamics, and electro- and nuclear chemistry. Laboratory exercises supplement the lecture material.
 Prerequisite: CHEM 1211K.
 Offered: All semesters.
- CHEM 2240K Principles of Organic Chemistry I** (3-3-4)
 This course will cover the properties, methods of preparation, and mechanisms of the principle classes of carbon compounds. Laboratory instruction will include basic techniques for preparation, purification and identification of organic compounds. Laboratory exercises supplement the lecture material.
 Prerequisite: CHEM 1212K or consent of Division Chair.
 Offered: Fall, Summer.
- CHEM 2241K Principles of Organic Chemistry II** (3-3-4)
 This is a continuation of CHEM 2240K. Laboratory exercises supplement the lecture material. Prerequisite: CHEM 2240K.
 Offered: Spring, Summer.

- CISM 0099 Beginning Computers** (1-0-1)
 A course designed to prepare the new computer user with the basics of computer operation. Topics include how to turn the computer on, use of the mouse and the keyboard, introduction to the Internet and e-mail, and the use of a basic word processing package.
 Prerequisite: None.
 Offered: On demand.
- CISM 1100 Computer Concepts and Software Applications** (2-0-2)
 A course designed to assure a basic level of computer applications literacy, including basic hardware and software, societal issues, word processing and spreadsheet software using Microsoft Word and Excel, as well as LAN, e-mail and Internet use. Taking both CISM 1100 and CISM 1101 is equivalent to CISM 2201. Credit for graduation may be received only for (a) CISM 2201 or (b) CISM 1100 or (c) CISM 1100 and CISM 1101. CISM 2201 and CISM 1100 are related courses; credit may not be received for both.
 Corequisite: Minimum COMPASS reading score of 74 or enrollment in READ 0099.
 Prerequisite: None.
 Offered: On demand.
- CISM 1101 Computer Applications** (1-0-1)
 Designed to provide basic competency in database management and presentation software using Microsoft Access and Power Point. Designed for those students who take CISM 1100 and later decide to major in Business Administration or Computer Information Systems. Taking both CISM 1100 and CISM 1101 is equivalent to CISM 2201. Credit for graduation may be received only for (a) CISM 2201 or (b) CISM 1100 or (c) CISM 1100 and CISM 1101. CISM 2201 and CISM 1100 are related courses; credit may not be received for both.
 Prerequisite: CISM 1100.
 Offered: Fall, Spring, Summer.
- CISM 2201 Fundamentals of Computer Applications** (3-0-3)
 A course designed to assure a basic level of computer applications literacy, including basic hardware and software, societal issues, word processing, spreadsheet, database, presentation software using Microsoft Word, Excel, Access, and PowerPoint, as well as LAN, e-mail and Internet use.
 Taking both CISM 1100 and CISM 1101 is equivalent to CISM 2201. Credit for graduation may be received only for (a) CISM 2201 or (b) CISM 1100 or (c) CISM 1100 and CISM 1101. CISM 2201 and CISM 1100 are related courses; credit may not be received for both.
 Corequisite: Minimum COMPASS reading score of 74 or enrollment in READ 0099.
 Prerequisite: None.
 Offered: Fall, Spring, Summer.
- COMM 1000 Cultural Diversity in Communication** (2-0-2)
 This course emphasizes the patterns of public and interpersonal communication among and between ethnic groups and minority cultures globally with strategies and skills for improving the quality of those interactions. This class will deepen the understanding of communication as a social process using the course as a public speaking forum.
 Prerequisite: READ 0099.
 Offered: All semesters.

- COMM 1100 Human Communications** (3-0-3)
 This course provides a broad approach to oral communication skills including intrapersonal, interpersonal, small group, and public speaking. The course will also examine intercultural and mass communication.
 Prerequisite: READ 0099.
 Offered: On demand.
- COMM 1110 Public Speaking** (3-0-3)
 The organization of materials and the vocal and physical aspects of delivery in various speaking situations will be the focus of this course.
 Prerequisites: READ 0099 and ENGL 0099.
 Offered: All semesters.
- COMM 1111 Issues in Argumentation and Advocacy** (3-0-3)
 This course investigates the nature of argumentation in personal, social, and political processes of controversial issues in public policy, emphasizing the structures and strategies of argumentation. Special focus will be on oral presentations of developed argumentative discourses and practice of the practical skills of public debate employed in advocacy. Required of majors.
 Prerequisites: READ 0099 and ENGL 0099.
 Offered: On demand.
- COMM 2105 Introduction to Interpersonal Communication** (3-0-3)
 This course examines the dynamics of communication. It focuses on basic processes in face-to-face interaction from the perspective of communication competence. Analyzes the variability of design, production, exchange, and interpretation of messages in relational family, professional, and cultural contexts. It develops skills in oral communication and building relationships. Required of majors.
 Prerequisite: READ 0099.
 Offered: Spring.
- COMM 2210 Voice and Diction** (3-0-3)
 This course includes study and extensive practice of phonetics, enunciation, and listening skills. This course is designed for those who wish to have a career in which strong speaking skills are needed. This course could also be helpful for those who study English as a second language. It is not intended for use as a speech correction/pathology course. A variety of methods will be used such as those credited to Linklater and Lessac.
 Prerequisite: READ 0099.
 Offered: On demand.
- COMM 2220 Introduction to Small Group Communication** (3-0-3)
 This course examines the dynamics of the group communication process, focusing on basic theories of group communication and emphasizes performance-based application within the group setting. Analyses of listening in groups, verbal and nonverbal communication, conflict and cohesion, argumentation, and decision-making are included. The oral communication component offers experience formulating and delivering group presentations. Required of majors.
 Prerequisite: READ 0099.
 Offered: Fall.

- COMM 2230 Introduction to Mass Communication (same as JOUR 1100)** (3-0-3)
 Introduction to mass communication is a survey of the field of mass communication, including newspapers, magazines, radio, television, cable television, and public relations and advertising, with emphasis on the historical development, current practices, and future trends of these media. This course is also listed as JOUR 1100.
 Prerequisite: None.
 Offered: Fall and Spring.
- COMM 2235 News Writing (same as JOUR 1110)** (3-0-3)
 Introductory course in writing for the mass media, with emphasis on gathering, writing, and reporting for newspapers and broadcast media. This course is also listed as JOUR 1110.
 Prerequisite: ENGL 1101.
 Offered: Fall.
- COPR 1100 Computer & Internet Basics** (1-0-1)
 Study of the Internet; research skills on the World Wide Web, including Georgia Library Learning Online (GALILEO); basic computer and Windows concepts; how to use electronic mail, including listservs. Hands-on experience will be emphasized in all areas.
 Prerequisite: None.
 Offered: On demand.
- COPR 1103 Incorporating Web Content into the Classroom** (1-0-1)
 A course designed to introduce and train educators to incorporate the Web into their classroom activities.
 Prerequisite: Internet skills & working knowledge of one or more software packages.
 Offered: On demand.
- COPR 1105 Multimedia Presentations I** (1-0-1)
 A study of computer multimedia presentation principles and techniques using several software packages such as Microsoft PowerPoint.
 Corequisite: Min. COMPASS reading score of 74 or enrollment in READ 0099.
 Prerequisite: Have a working knowledge of one or more software packages.
 Offered: On demand.
- COPR 1108 Survey of Online Instruction and Technology** (1-0-1)
 A course designed to familiarize online faculty with Darton college policies and to assure a basic level of WebCT Vista and Banner software ability as needed for the development and teaching of online classes for Darton College.
 Prerequisites: Permission of the Dean/Division Chair.
 Offered: On demand.
- COPR 1110 Multimedia Presentations II** (1-0-1)
 A study of advanced computer presentation principles and techniques using several software packages.
 Prerequisite: COPR 1105.
 Offered: On demand.
- COPR 1112 Educational Spreadsheet Applications** (1-0-1)
 This course will explore the use of elements of Microsoft Excel to design and create spreadsheets relevant to the educational setting.
 Prerequisite: COPR 1100 or permission of the instructor.
 Offered: On demand.

- COPR 1114 Facilitating Learning Online** (2-0-2)
This course is designed for faculty and future teachers who are or may be facilitating online courses. This course demonstrates and shares a spectrum of online learning concepts, theories, and principles using interactive and collaborative experiences. It is designed to improve the facilitation skills of faculty members who offer online courses in higher education and is focused on theory, concepts, and practices for effective online facilitation. F.L.O. is presented in GeorgiaView and models effective facilitation skills, however it is **not** intended to teach specific technical skills related to GeorgiaView or any other software used to deliver online facilitated courses. GeorgiaView tutorials if needed are available in Course Resources on the course homepage.
Prerequisite: Knowledge of and ability to function in GeorgiaView and the Internet.
Corequisites: None.
Offered: On demand.
- COPR 1116 Educational Word Processing Applications** (1-0-1)
This course emphasizes educational application of word processing skills in classroom management and learning activities using interactive and multimedia elements.
Prerequisite: COPR 1100 or permission of the instructor.
Offered: On demand.
- COPR 1119 Power Point with Educational Applications** (1-0-1)
This course will use MS PowerPoint to create multimedia presentations for viewing on a classroom computer or the Internet. Design and use of presentations to enhance lectures, student reports, projects. Discussions and assessments are emphasized.
Prerequisite: COPR 1100 or permission of the instructor.
Offered: On demand.
- COPR 1122 Introduction to Instructional Technology** (3-0-3)
A course designed to introduce the student to the use of computers, software and the Internet in the online academic setting. This course will offer a survey of the theory of instructional design and the use of the computer as an instructional tool.
Prerequisites: None.
Corequisites: None.
Offered: On demand.
- COPR 1123 Web-based Tools and Applications for Education** (3-0-3)
A course designed to introduce the student to the selection, creation, utilization and evaluation of web-based tools in the online classroom environment. Students will learn how to evaluate and select web-based tools and applications for use in the online classroom as well as how to implement and utilize applications in the online classroom setting.
Prerequisites: None.
Corequisites: None.
Offered: On demand.

- COPR 1124 Online Communication Technologies** (3-0-3)
 A course designed to introduce the student to a variety of communication technologies that can be used in the online classroom environment. Students will learn how to use discussion boards, email, voice/video chat, instant messaging, and blog/journaling within their courses to enhance student-teacher and student-student communication.
 Prerequisites: None. Corequisites: None.
 Offered: On demand.
- COPR 1125 Instructional Design of the Online Course** (3-0-3)
 A course designed to familiarize students with the process of instructional design. This course will introduce students to the systematic process of analyzing the learner, developing & selecting objectives, assessment instruments, & instructional materials & evaluating & re-evaluating the instructional design of a course.
 Prerequisites: None.
 Corequisites: None.
 Offered: On demand.
- COPR 2220 Visual Basic for Business Applications** (3-0-3)
 Structured programming concepts are studied & used in designing Visual Basic programs.
 Prerequisite: Grade of C or better in CISM 2201 or CISM 1100 or have a working knowledge of one or more software packages.
 Offered: On demand.
 Note: COPR 2214 has been eliminated.
- COPR 2225 Advanced Spreadsheet Applications** (3-0-3)
 The study of advanced topics in the use of electronic spreadsheets. Hands-on experience will be provided through the use of a popular spreadsheet software package such as Microsoft Excel.
 Prerequisite: Grade of C or better in CISM 2201 or CISM 1100 or have a working knowledge of a spreadsheet package & a Compass Math score of at least 30 or completion of MATH 0097.
 Offered: On demand.
- COPR 2226 Advanced PowerPoint/Access** (3-0-3)
 The course offers students the opportunity to develop advanced skills using Microsoft PowerPoint and Microsoft Access at levels appropriate for the Microsoft Certified Application Specialist exams.
 Prerequisites: CISM 2201 or CISM 1101 or permission of instructor.
 Corequisites: None.
 Offered: On demand.
- COPR 2230 Systems Analysis** (3-0-3)
 Study of systems analysis and design procedures as they relate to business-oriented applications. Team projects allow students to gain experience by using tools available to the systems analyst.
 Prerequisite: CISM 2201 with grade of C or better or permission of instructor.
 Offered: On demand.

- COPR 2235 Database Management Systems** (3-0-3)
 The study of database management theory and practice. Experience with designing, creating and utilizing databases will be achieved through hands-on projects using a popular software package such as Microsoft Access.
 Prerequisite: CISM 2201 or CISM 1101 with grade of C or better or permission of instructor.
 Offered: On demand.
- COPR 2244 Introduction to Networking** (4-0-4)
 Provides an overview of LAN, MAN, and WAN networking concepts and technologies including media, devices, topologies, the OSI model, protocols, network architectures, and troubleshooting techniques. Basic network administration and concepts are introduced with an emphasis on practical networking situations.
 Prerequisite: COPR 2250, CSCI 1300, or CSCI 1301 or permission of instructor.
 Offered: On demand.
- COPR 2245 Configuring Windows Client Operating Systems** (4-2-5)
 Intended for students who plan to be support specialists that will be responsible for installing, configuring, managing and supporting a network infrastructure that use the Microsoft operating system products.
 Corequisite: None.
 Prerequisite: COPR 2244 with grade of C or permission of instructor.
 Offered: On demand.
- COPR 2246 Managing and Maintaining a Windows Server** (4-2-5)
 Designed for students to learn the proper procedures to plan and maintain a Windows network operating system infrastructure.
 Prerequisite: COPR 2244 with a grade of C or permission of instructor.
 Offered: On demand.
- COPR 2250 Computer Systems Support I** (3-0-3)
 Topics include, but are not limited to: how to install hardware such as drives, modems, memory, network cards, etc.; installing software, resolving conflicts, configuring IRQs; using printer and video drivers; and configuring PC operating systems. Follows A+ certification curriculum.
 Prerequisite: Grade of C or better in CISM 2201 or permission of instructor.
 Offered: Fall, Spring.
- COPR 2251 Computer Systems Support II** (3-0-3)
 An advanced study of hardware and operating systems. Topics include troubleshooting and peer-to-peer networking. Follows A+ certification curriculum.
 Prerequisite: COPR 2250 or permission of instructor.
 Offered: Fall, Spring.
- COPR 2255 Special Problems in Computer Systems** (3-0-3)
 This course is designed to provide students with the opportunity to study one or more of a broad range of current topics and applications. The topics chosen may be those that are not covered in another course and that reflect the rapidly changing nature of this field. Students may use a maximum of 12 hours of Special Topics in Computer Systems in a program of study.
 Prerequisite: To be determined by instructor.
 Corequisite: To be determined by instructor.
 Offered: On demand.

- COPR 2256 Special Problems in Computer Systems** (2-0-2)
 This course is designed to provide students with the opportunity to study one or more of a broad range of current topics and applications. The topics chosen may be those that are not covered in another course and that reflect the rapidly changing nature of this field. Students may use a maximum of 12 hours of Special Topics in Computer Systems in a program of study.
 Corequisite: To be determined by instructor.
 Prerequisite: To be determined by instructor.
 Offered: On demand.
- COPR 2257 Special Problems in Computer Systems** (1-0-1)
 This course is designed to provide students with the opportunity to study one or more of a broad range of current topics and applications. The topics chosen may be those that are not covered in another course and that reflect the rapidly changing nature of this field. Students may use a maximum of 12 hours of Special Topics in Computer Systems in a program of study.
 Corequisite: To be determined by instructor.
 Prerequisite: To be determined by instructor.
 Offered: On demand.
- COPR 2260 Introduction to Website Creation** (1-0-1)
 Study of the skills necessary to design web pages for publication to the Internet. Use of text, color, and graphics effectively and layout of pages for viewing on multiple platforms. Students create and publish a personal web page and a small community website.
 Prerequisite: CISM 2201 or permission of instructor.
 Offered: On demand.
- COPR 2263 Internetworking Concepts** (2-0-2)
 Provides an in-depth analysis of how different networks interconnect and communicate using industry standards. Topics covered include types of networks, network architectures, advanced bridging and routing. Enterprise-Wide networks, the Internet model, network security, and selecting appropriate interconnect devices and technologies.
 Prerequisites: COPR 2265 and COPR 2245.
 Offered: On demand.
- COPR 2281 Cisco I: Networking for Home and Small Businesses** (5-0-5)
 CCNA1: Networking Basics is the first of the four courses leading to the Cisco Certified Network Associate (CCNA) certification. The goal of this course is to introduce the student to fundamental networking concepts and technologies. This course provides a hands-on introduction to networking and the Internet using tools and hardware commonly found in the home and small business environment. This course covers skills necessary to plan and implement small networks across a range of applications needed to obtain entry-level Home Network Installer jobs. It also provides the foundation skills needed for Network Technician, Computer Technician, Cable Installer, and Help Desk Technician jobs. Hands-on labs will reinforce lectures.
 Prerequisite: Grade of C or better in CISM 2201 or permission of instructor. Students without some background in computer networks may find taking COPR 2244 prior to this course helpful.
 Offered: On demand.

- COPR 2282 Cisco II: Working at a Small-to-Medium Business or ISP (5-0-5)**
CCNA2: Working at a Small-to-Medium Business or ISP is the second of four courses leading to the Cisco Certified Network Associate (CCNA) certification. The goal of this course is to assist the student in developing the skills necessary to provide customer support to users of small-to-medium-sized networks and across a range of applications. The course provides an introduction to routing and remote access, addressing and network services. It will also familiarize the student with servers providing email services, web space, and Authenticated Access. This course covers skills required for entry-level Help Desk Technician and entry-level Network Technician jobs. In addition, the student will complete preparation for the Cisco Certified Entry network Technician (CCENT) exam. Hands-on labs will reinforce lectures.
Prerequisite: COPR 2281.
Offered: On demand.
- COPR 2283 Cisco III: Introducing Routing and Switching in the Enterprise (5-0-5)**
CCNA3: Introducing Routing and Switching in the Enterprise is the third of four courses leading to the Cisco Certified network Associate (CCNA) certification. The goal of this course is to assist the student in developing skills necessary to use protocols to maximize enterprise LAN and WAN performance. The course provides more advanced configurations of switching and routing protocols, configuration of access control lists, and basic implementation of WAN links. It also provides detailed troubleshooting guidance for LAN, WAN, and VLAN implementations. This course prepares the student with the skills required for entry-level Network Technician, Help Desk Technician and Computer Technician jobs. Hands-on labs will reinforce lectures.
Prerequisite: COPR 2282.
Offered: On demand.
- COPR 2284 Cisco IV: Designing and Supporting Computer Networks (5-0-5)**
CCNA4: Designing and Supporting Computer Networks is the last of four courses leading to the Cisco Certified Network Associate (CCNA) certification. The goal of this course is to assist the student in developing the skills necessary to design small Enterprise LANs and WANs. The course provides an introduction to collecting customer requirements, translating those requirements into equipment and protocol needs, and creating a network topology which addresses the needs of the customer. It will also familiarize the student with how to create and implement a design proposal for a customer. This course prepares the student with the skills required for entry-level Pre-Sales Support and entry-level Network Design jobs. In addition, the student will complete preparation for the CCNA exam. Hands-on labs will reinforce lectures.
Prerequisite: COPR 2283.
Offered: On demand.
- COPR 2287 Advanced Access (3-0-3)**
Covers advanced Microsoft Access skills including, but not limited to, complex reports and forms with subforms, using Switchboard Manager, integration with other Microsoft Office programs, using Web features, macros, modules, and introduction to VBA.
Prerequisites: A grade of "C" or better in CISM 2201 or permission of instructor.
Offered: On demand.

- COPR 2290 UNIX** (1-3-2)
Designed to provide students with an understanding of UNIX tools, programming, and administration. Special emphasis will be given to the X Window System graphical user interface and Internet use.
Prerequisite: CISM 2201 or permission of instructor.
Offered: On demand.
- COPR 2291 Fundamentals of UNIX** (3-0-3)
Designed to provide students with an understanding of UNIX commands and filters and basic operating environment commands. Students learn the fundamental command-line features including file system navigation, file permissions, text editors, command shells and basic network use.
Prerequisite: COPR 2244 with a grade of C or better or permission of the instructor.
Offered: On demand.
- COPR 2301 Maintaining a Windows Network Infrastructure** (4-2-5)
Designed to provide students with the knowledge and skills necessary to successfully plan, implement, and troubleshoot a Microsoft Windows Active Directory directory service infrastructure. The course focuses on forest and domain structure, Domain Name System (DNS), site topology and replication, organizational unit structure and delegation of administration, Group Policy, and user, group, and computer account strategies.
Prerequisites: COPR 2246 with grade of C or better or permission of instructor.
Offered: On demand.
- COPR 2302 Planning and Maintaining a Windows Network Infrastructure** (4-2-5)
Designed to provide students with the knowledge and skills necessary to implement, manage and maintain a Microsoft network infrastructure. Students will be provided with the skills and knowledge necessary to configure a Windows-based computer to operate in a Microsoft networking infrastructure. Real life enterprise conditions will be simulated through lab exercises.
Prerequisites: COPR 2246 with a grade of C or better or permission of instructor.
Offered: On demand.
- COPR 2303 Planning and Maintaining Windows Active Directory** (4-2-5)
Provides students with the knowledge and skills to design a Microsoft Active Directory directory service and network infrastructure for a Microsoft network environment.
Prerequisites: COPR 2246 with a grade of C or better or permission of instructor.
Offered: On demand.
- COPR 2304 Designing Security for a Windows Network** (4-2-5)
Provides students with the knowledge and skills necessary to design a security framework for small, medium, and enterprise networks using Microsoft technologies.
Prerequisite: COPR 2246 with a grade of C or permission of instructor.
Offered: On demand.

- COPR 2311 Website Architecture and Development I** (3-0-3)
This course is designed to introduce students to website creation and development with HTML and XHTML. The students gain proficiency in website creation with the use of basic HTML/XHTML using frames, tables, lists and forms.
Prerequisite: CISM 2201 with a grade of C or better (or equivalent) or basic computer literacy.
Offered: On demand.
- COPR 2312 Website Architecture and Development II** (3-0-3)
This course is designed to introduce students to website creation and development with JavaScript, DHTML, Multimedia content, and XML. The students will gain proficiency in website creation with the use of JavaScript, DHTML, Multimedia content such as streaming media, and XML.
Prerequisite: COPR 2311 Website Architecture and Development I with a grade of C or better.
Offered: On demand.
- COPR 2313 Web Server Administration** (3-0-3)
This course is designed to prepare a student with the basic knowledge and skills to be a Web Server Administrator. This course covers both the Linux Apache and Microsoft Internet Information Server environments.
Prerequisite: COPR 2311 Website Architecture and Development I with a grade of C or better.
Offered: On demand.
- COPR 2314 Dynamic Website Development with Cold Fusion** (3-0-3)
This course is designed to introduce students to the creation and deployment of web-based applications using the Cold Fusion Markup Language (CFML) and Cold Fusion Studio for middleware deployment and administration.
Prerequisites: COPR 2311 Website Architecture and Development I and Database administration course with a grade of C or better (or equivalent course in a database application.)
Offered: On demand.
- COPR 2321 Basic Principles of Network Security** (3-0-3)
This course provides an introduction in the basics of network security. Topics include providing a secure framework for an organization, the basics of cryptography, the development of policies and procedures for overall security and various methods of attack and potential compromise of a computer or networking system.
Prerequisite: CISM 2201 or permission of instructor.
Offered: On demand.

- COPR 2328 Enterprise Messaging** (4-2-5)
This course provides an introduction into the basics of enterprise messaging with a focus on Microsoft Exchange. Topics include configuring Outlook and Outlook Web Access (OWA) clients, the administration of Public Folders, configuring and managing Exchange Server Managing Routing and Internet Connectivity, backup and recovery or Exchange Server and securing Exchange Server.
Prerequisites: COPR 2301 or permission of instructor.
Offered: On demand.
- COPR 2330 Implementing and Maintaining SQL Server** (4-2-5)
This course provides an introduction into the basics of SQL Server operations. Topics include installing and configuring SQL Server, implementing high availability and disaster recovery, supporting data clients, maintaining databases, monitoring and troubleshooting SQL Server performance and creating and implementing database objects.
Prerequisites: COPR 2246 with a "C" or better or permission of instructor.
Corequisites: None.
Offered: On demand.
- COPR 2334 Computer Forensics** (3-0-3)
This course provides an introduction into the basics of computer forensics. Topics include current computer forensics tools, digital evidence controls, working with Windows and DOS Systems, Macintosh and Linux Boot Processes and File Systems, Data Acquisition and Computer Forensics Analysis.
Prerequisites: COPR 2250 and COPR 2251 or permission of instructor.
Corequisites: None.
Offered: On demand.
- COPR 2337 Advanced Principles of Network Security** (3-0-3)
This course examines and covers the ten (10) domains of Information System Security as defined by the International Information Systems Security Certification Consortium, Inc. Upon completion of this course, the student will be able to demonstrate an understanding of the ISC Common Body of Knowledge (CBK) of the Information System Security procedures and suggested policies.
Prerequisites: COPR 2339, COPR 2321.
Offered: On demand.
- COPR 2341 Microsoft Word Applications** (3-0-3)
An intermediate study of Microsoft Word. Topics will include creating a table of contents and indexes; tracking, accepting, and rejecting document changes; creating, editing, and running macros; and creating forms. Extensive hands-on exercises are included.
Prerequisite: CISM 1100, CISM 2201, or permission of instructor.
Offered: On demand.
- COPR 2342 Advanced Microsoft Word Applications** (3-0-3)
An advanced study of Microsoft Word with an emphasis on desktop publishing applications. Extensive hands-on exercises are included.
Prerequisite: COPR 2341 or permission of instructor.
Offered: On demand.

COPR 2405 Advanced Cisco: Implementing Cisco IOS Network Security (5-0-5)

This course develops associate-level knowledge and skills required to secure Cisco networks. The student will exercise the skills required to develop a security infrastructure, recognize threats and vulnerabilities to networks, and mitigate security threats. The CCNA Security curriculum emphasizes core security technologies, the installation, troubleshooting and monitoring of network devices to maintain integrity, confidentiality and availability of data and devices, and competency in the technologies that Cisco uses in its security structure.

Prerequisites: COPR 2284 – Cisco IV, or Cisco Certified Network Associate (CCNA) designation, or permission of instructor.

Offered: On demand.

COPR 2407 Advanced Cisco: Implementing Cisco IOS Unified Communications (5-0-5)

This course develops the required skill set for specialized job roles in voice technologies such as voice technologies administrator, voice engineer, and voice manager. The student will exercise skills in VoIP technologies such as IP PBX, IP telephony, handset, call control, and voicemail solutions. The CCNA Voice curriculum provides a strong foundation in voice applications and infrastructure concepts; and the skills to perform baseline installation, operation, and maintenance tasks on Cisco VoIP solutions, particularly the Smart Business Communications system from 8-250 lines.

Prerequisites: COPR 2284 - Cisco IV, or Cisco Certified Network Associate (CCNA) designation, or permission of instructor.

Offered: On demand.

COPR 2409 Advanced Cisco: Implementing Cisco Unified Wireless Networking Essentials (5-0-5)

This course develops the knowledge and skills necessary to configure, implement and support wireless LANs, specifically those networks using Cisco equipment. With CCNA Wireless the student will learn how to support a basic wireless network on a Cisco WLAN in a SMB to enterprise network. The CCNA Wireless curriculum includes information and practice activities to enable them to configure, monitor and troubleshoot basic tasks of a Cisco WLAN in SMG and Enterprise networks.

Prerequisites: COPR 2284 - Cisco IV, or Cisco Certified Network Associate (CCNA) designation, or permission of instructor.

Offered: On demand.

CRJU 1100 Introduction to Criminal Justice (3-0-3)

The history, philosophy and problems of criminal justice in America. The justice process, federal, state & local law enforcement, courts, corrections organization, and functions.

Corequisite: Min. COMPASS reading score of 74 or enrollment in READ 0099.

Prerequisite: None.

Offered: Fall.

CRJU 1110 Criminal Justice Management and Supervision (3-0-3)

Development of modern criminal justice management and supervisory theory and practices. Leadership roles, problem solving, critical thinking skills, personnel management, hiring, retention, and assignment. Issues in management of criminal justice agencies of all sizes.

Corequisite: Minimum COMPASS reading score of 74 or enrollment in READ 0099.

Prerequisite: None.

Offered: On demand.

- CRJU 2205 Introduction to Criminal Law** (3-0-3)
 Development of substantive criminal law. Crimes against persons, property and public order. Criminal procedure, constitutional basis, speech, assembly, arrest, search, self-incrimination and right to counsel, due process, and civil rights.
 Corequisite: Minimum COMPASS reading score of 74 or enrollment in READ 0099.
 Prerequisite: None.
 Offered: Spring.
- CRJU 2215 Introduction to Criminology** (3-0-3)
 Nature, distribution and characteristics of crime and the criminal; major theories of crime causation.
 Corequisite: Minimum COMPASS reading score of 74 or enrollment in READ 0099.
 Prerequisite: None.
 Offered: Spring.
- CRJU 2230 Introduction to Corrections** (3-0-3)
 Development of modern correctional thinking; characteristics of the correctional institution and the inmate; correctional methods in the institution and the community; the future of corrections.
 Corequisite: Minimum COMPASS reading score of 74 or enrollment in READ 0099.
 Prerequisite: None.
 Offered: Fall.
- CRJU 2240 Budgeting and Grant Management for Crim. Justice Managers** (3-0-3)
 Budgeting styles, practices, preparation, and presentations; legal aspects and requirements for budgets; grant research, preparation, and management for criminal justice managers and supervisors.
 Corequisite: Minimum COMPASS reading score of 74 or enrollment in READ 0099.
 Prerequisite: None.
 Offered: On demand.
- CSCI 1150 Computer Programming in Visual Basic** (3-0-3)
 This is a course which presents the fundamentals of programming with Visual Basic. Topics covered will include problem solving, program development, data types, subroutines, control structures for selection and loops, file processing, arrays, functions, strings, and graphics.
 Prerequisite: MATH 1101 or MATH 1111 or consent of Division Chair.
 Offered: Fall.
- CSCI 1300 Introduction to Computer Science** (3-0-3)
 This is an introduction to structured programming using the C++ programming language. The course includes an overview of computers and programming; problem-solving and algorithm development; simple data types; arithmetic and logical operators, selection structures, repetition structures, text files; arrays (one- and two-dimensional); procedural abstraction and software design; modular programming (including subprograms or the equivalent).
 Prerequisite: MATH 1111 or MATH 1101 or consent of Division Chair.
 Offered: All semesters.

- CSCI 1301 Computer Science I** (3-2-4)
 This is an introduction to fundamentals of programming using the object-oriented programming language Java. The course includes an overview of computers and programming. This course includes the fundamentals of the object-oriented paradigm (classes, objects, encapsulation, inheritance and polymorphism.) It also includes simple data types; arithmetic and logical operations, selection structures, repetition structures, and array (one dimensional.)
 Prerequisite: CSCI 1300 or consent of Division Chair.
 Offered: All semesters.
- CSCI 1302 Computer Science II** (3-2-3)
 This is a continuation of CSCI 1301. The course includes an overview of abstract data types (ADTs); arrays (Two-dimensional and multi-dimensional), data structures such as structures, strings, binary files; introduction to algorithm analysis (including Big-O); recursion, pointers and linked lists, software engineering concepts; dynamic data structures (stacks, queues, trees).
 Prerequisite: CSCI 1301 or consent of Division Chair.
 Offered: Fall, Spring.
- CSCI 1371 Computing for Engineering** (3-0-3)
 Foundations of computing with an introduction to design and analysis of algorithm and an introduction to design and construction of programs for engineering problem-solving.
 Prerequisites: MATH 1113.
 Corequisite: None.
 Offered: On demand.
- CVTE 1100 Introduction to Cardiovascular Technology** (1-0-1)
 This course is designed to provide the student with the basic understanding of the Cardiovascular Technician Profession. Topics of discussion will include Invasive Cardiology, Non-Invasive Cardiology, Basic Cardiovascular Anatomy and Physiology, basic Cardiovascular terminology, basic Electrocardiography (ECG/EKG), ethical and legal considerations, vital signs, current and coming technology related to the field of study, employment opportunities, outlook, and earnings potential as defined by the U.S. Department of Labor. A field trip will also be used to help enhance the learning of the Cardiovascular Technician student.
 Corequisites: None.
 Prerequisite: Completion of all Learning Support requirements.
 Offered: Summer.
- CVTE 1110 Cardiovascular Pharmacology** (3-0-3)
 This course is designed to provide the student with the basic understanding of Cardiopulmonary pharmacology. Topics of discussion will include Medical-Legal aspects, documentation, routes of administration, and Pharmacodynamics and Pharmacokinetics of the following: Analgesic, Anesthetic, Narcotic medications and reversal agents, Antiarrhythmic medications, Antihypertensive medications, Cardiac Stimulants, Antiangine medications, Anticoagulant, Antiplatelet and Thrombolytic medications, Diuretics, Oxygen, and miscellaneous medications as they relate to the professional field.
 Prerequisite: Admission to the Cardiovascular Technology Program. CVTE 1100 is required as a Prerequisite or a Corequisite.
 Corequisite: CVTE 1115, CVTE 1118, CVTE 1131.
 Offered: Fall semester.

- CVTE 1115 Cardiopulmonary Anatomy & Physiology** (3-0-3)
 This course is designed to provide the student with the understanding of Cardiac Anatomy and Physiology. Areas of study include normal cardiovascular anatomy and physiology, embryology, congenital heart disease, and acquired cardiac and vascular diseases, microcirculation, autoregulation, blood components, fluid and electrolytes, lymphatics, acid base balance, oxygen transport and rennin angiotensin system.
 Prerequisite: Admission to the Cardiovascular Technology Program. CVTE 1100 is required as a Prerequisite or a Corequisite.
 Corequisite: CVTE 1110, CVTE 1118, CVTE 1131.
 Offered: Fall semester.
- CVTE 1118 Physics of Ultrasound** (1-0-1)
 This course defines the basic principles of ultrasound physics and introduces the student to their practical use in diagnostic ultrasound. Topics of discussion will include definition of sound, propagation of sound in tissue, transducers, Doppler signal processing, Doppler instrumentation, ultrasound imaging and ultrasound safety.
 Prerequisite: Admission to the Cardiovascular Technology Program. CVTE 1100 is required as a Prerequisite or a Corequisite.
 Corequisite: CVTE 1110, CVTE 1115, CVTE 1131.
 Offered: Fall semester.
- CVTE 1120 Non-Invasive Cardiology I** (4-3-5)
 This course in non-invasive cardiology highlights the theory, rationale, application, performance and interpretation of the following modalities: auscultation, normal and abnormal heart sounds, phonocardiography, M-mode, A-mode and two-dimensional Doppler. The laboratory portion introduces the student to non-invasive cardiology by hands-on experience with the above mentioned modalities.
 Prerequisites: CVTE 1110, CVTE 1115, CVTE 1118, CVTE 1131.
 Corequisite: CVTE 1130.
 Offered: Spring semester.
- CVTE 1130 Physics of Invasive Cardiology I** (4-3-5)
 This course serves as an introduction to the cardiac catheterization laboratory with an emphasis placed on basic cardiac catheterization protocols, theory and application of angiographic procedures, and the concept of sterile technique. Additional topics include aseptic techniques, sterilization, patient assessment, radiography, pharmacology, cardiac wave forms, coronary artery anatomy, equipment and tools utilized in cardiac catheterization, hemodynamic data and analysis, right and left heart cath, and complications and treatment of cardiac catheterization. The lab portion provides an introduction to the cardiac catheterization laboratory with an emphasis on the above mentioned items.
 Prerequisite: CVTE 1110, CVTE 1115, CVTE 1118 and CVTE 1131,
 Corequisite: CVTE 1120
 Offered: Spring semester.

- CVTE 1131 Patient Assessment** (2-3-3)
 This course introduces the concepts and techniques of patient assessment through inspection, palpation, percussion, and auscultation. The student will demonstrate proficiency in patient physical examination, and taking a complete patient medical history. Principles of barrier protection for blood and body fluid exposures and isolation precautions will be emphasized. Basic ECG monitoring, basic laboratory values such as CBC, electrolytes, and basic microbiology are presented. Assessment of critically ill patients is introduced. Each student will be required to successfully complete a Lab competency check-off in order to progress to CVTE 1120.
 Prerequisites: Admission to the Cardiovascular Technology Program. CVTE 1100 is required as a Prerequisite or a Corequisite.
 Corequisites: CVTE 1110, CVTE 1115, CVTE 1118.
 Restricted: Admission to the Cardiovascular Technology Program.
 Offered: Fall semester.
- CVTE 2110 Non-Invasive Cardiology II** (4-3-5)
 This course is a continuation of CVTE 1120 and presents an in-depth view of the diagnosis of common disease states. The application of theory, techniques, applications and interpretation of M-mode, color Doppler, pulsed and continuous wave Doppler, two-dimensional echocardiography and transesophageal echocardiography. The laboratory portion allows the student to further explore their skills with non-invasive modalities.
 Prerequisite: CVTE 1120.
 Corequisite: CVTE 2120.
- CVTE 2115 Vascular I** (1-3-2)
 This course presents an in-depth view of the diagnosis of common vascular disease states. The application of theory, techniques, applications and interpretation of M-mode, color Doppler, pulsed and continuous wave Doppler. The laboratory portion allows the student to further explore their skills with vascular modalities.
 Prerequisites: CVTE 112, CVTE 1130, RESP 2321.
 Corequisites: CVTE 2110, CVTE 2120.
- CVTE 2120 Invasive Cardiology II** (4-3-5)
 This course is a continuation of CVTE 1130 and continues to familiarize the student with various procedures and techniques related to invasive cardiology. Emphasis is placed on the hemodynamic aspects of diagnostic cardiac catheterization as well as information related to the new interventional techniques utilized in the cath lab. Assessment of the EKG patterns related to arrhythmias and infarct/ischemia is also included in this course.
 Prerequisite: CVTE 1130.
 Corequisite: CVTE 2110.
- CVTE 2130 Non-Invasive Cardiovascular Practicum I** (0-40-7)
 Clinical experience is provided within the students selected specialty area of Non-Invasive Cardiology. The student is scheduled for clinical rotations in the Non-Invasive Cardiovascular laboratories with our affiliated hospitals throughout the southeast. During each rotation cycle, the student receives extensive hands-on experience and observation utilizing equipment, performance of tests and providing patient care. This course is the first of two courses designed to assist the Cardiovascular Technology student in meeting the required 1000 hours of clinical rotation in Non-Invasive Cardiology as required by the accrediting body.
 Prerequisite: CVTE 2110 and CVTE 2120.
 Corequisite: None.

- CVTE 2135 Invasive Cardiovascular Practicum I** (0-40-7)
 Clinical experience is provided within the students selected specialty area of Invasive Cardiology. The student is scheduled for clinical rotations in the Invasive Cardiovascular laboratories with our affiliated hospitals throughout the southeast. During each rotation cycle, the student receives extensive hands-on experience and observation utilizing equipment, performance of tests and providing patient care. This course is the first of two courses designed to assist the Cardiovascular Technology student in meeting the required 1000 hours of clinical rotation in Invasive Cardiology as required by the accrediting body.
 Prerequisite: CVTE 2110 and CVTE 2120.
 Corequisite: None.
- CVTE 2140 Non-Invasive Cardiovascular Practicum II** (1-40-8)
 The first week of the course will be review of the previous clinical rotation with emphasis on strengthening weaker areas as defined by the preceptors from the various clinical affiliates. The clinical experience will then continue to be provided within the students selected specialty area of Non-Invasive Cardiology. The student continues scheduled clinical rotations in the Non-Invasive Cardiovascular laboratories with our affiliated hospitals throughout the southeast, becoming more proficient with the skills required to become a Cardiovascular Technologist. During each rotation cycle, the student receives additional extensive hands-on experience and observation utilizing equipment, performance of tests and providing patient care. This course is the second of two courses designed to assist the Cardiovascular Technology student in meeting the required 1000 hours of clinical rotation in Non-Invasive Cardiology as required by the accrediting body.
 Prerequisite: CVTE 2130.
 Corequisite: None.
- CVTE 2145 Invasive Cardiopulmonary Practicum II** (1-40-8)
 The first week of the course will be review of the previous clinical rotation with emphasis on strengthening weaker areas as defined by the preceptors from the various clinical affiliates. The Clinical experience will then continue to be provided within the students selected specialty area of Invasive Cardiology. The student continues scheduled clinical rotations in the Invasive Cardiovascular laboratories with our affiliated hospitals throughout the southeast, becoming more proficient with the skills required to become a Cardiovascular Technologist. During each rotation cycle, the student receives additional extensive hands-on experience and observation utilizing equipment, performance of tests and providing patient care. This course is the second of two courses designed to assist the Cardiovascular Technology student in meeting the required 1000 hours of clinical rotation in Invasive Cardiology as required by the accrediting body.
 Prerequisite: CVTE 2135
 Corequisite: None.
- DANC 1400 Technical Theatre for Dancers** (1-2-2)
 Introduction to technical aspects of dance productions, including the technical vocabulary required to communicate with theatre technicians in the areas of sound and lighting. Exploration of all the basic aspects of dance production, including music, costuming, programming, and management.
 Prerequisites: Introduction to DANC 1500 and/or permission from instructor.
 Corequisites: None.
 Offered: Spring.

- DANC 1500 Introduction to Dance** (2-1-2)
 All aspects of dance as an artform, exploring related roles of the dancer, choreographer and spectator through historical inquiry, aesthetic perspectives, basic dance elements, and the creative process. Course material will be presented through a series of lectures, videos, historical and critical readings, discussions, reflective analytical writing, and actual movement experience.
 Prerequisites: None.
 Corequisites: None.
 Offered: Fall, Summer.
- DANC 1600 Dance Improvisation** (0-2-1)
 Dance Improvisation explores movement initiated through various sources, including internal motivation. This course emphasizes individual and group interaction within structured and free improvisational situations for the purpose of developing the student's creative approach to composing and performing. This course may be used as a PE activity course.
 Prerequisites: None.
 Corequisites: None.
 Offered: Fall.
- DANC 1700 Modern Dance History** (2-0-2)
 Modern Dance history focuses on the acquisition and application of historical data in verbal, written, and kinesthetic form. This course is a study of the historical evolution of modern dance beginning in the late 1800's and continuing into consideration of the artists, issues, and trends of today's contemporary dance scene. Course structure includes readings, writings, videos, and discussions of the historical, aesthetic and kinesthetic development of modern dance.
 Prerequisites: ENGL 0099; READ 0099.
 Corequisites: None.
 Offered: Spring.
- DANC 1740 Modern Dance I** (0-3-1)
 Modern Dance I introduces elementary modern dance technique and vocabulary. Techniques basic to this dance form plus somatic and motional properties as they relate to dance are emphasized. Special emphasis is placed on dynamic alignment, sensing and activating weight in the body, body awareness, increasing the student's ease and range of motion, balance, coordination and personal expression. Movement explorations take place on the floor, standing, and in sequenced movements through space. This course may be used as a PE activity course.
 Prerequisites: None.
 Corequisites: None.
 Offered: All semesters.
- DANC 1750 Modern Dance II** (0-3-1)
 Modern Dance II continues the development of modern dance technique and vocabulary. Special emphasis is placed on intermediate-level dynamic alignment, sensing & activating weight in the body, body awareness, increase the student's ease and range of motion, balance, coordination and personal expression. Movement explorations take place on the floor, standing, and in sequenced movements through space. This course may be used as a PE activity course.
 Prerequisites: DANC 1740 or permission of instructor.
 Corequisites: None.
 Offered: All semesters.

- DANC 1760 Modern Dance III** (0-2-1)
 This course continues the development of modern dance technique and vocabulary including somatic and motional properties as they relate to dance. Emphasis is placed on advanced-level integration of rhythms, dynamics, alignment, body awareness, balance, coordination and personal expression.
 Prerequisites: Modern II DANC 1750 and/or permission from instructor.
 Corequisites: None.
 Offered: All semesters.
- DANC 1800 Ballet History and Performance – Studio, Stage, Sidelines and Stories** (2-3-3)
 This course is a study of the historical evaluation of ballet history beginning with the introduction of dance into the French courts and ending with modern day ballet choreography and performers. This course will include components of readings, videos, and discussions on the historical progression, aesthetics, and repertory of ballet.
 Prerequisites: None.
 Corequisites: None.
 Offered: Fall.
- DANC 1840 Ballet Technique I** (0-3-1)
 Ballet Technique I focuses on the development of elementary technical skills in ballet, including directions of the body, alignment, function and access of turnout, strength, flexibility, and use of the French ballet lexicon, with emphasis on safe and efficient body use. This course may be used as a PE activity course.
 Prerequisites: None.
 Corequisites: None.
 Offered: All semesters.
- DANC 1850 Ballet Technique II** (0-3-1)
 Ballet Technique II focuses on the development of intermediate technical skills in ballet, including safe and efficient alignment and clear articulation of movement vocabulary, with emphasis on increased vocabulary and musicality. This course will also include directions of the body, proper use of tation, and use of the French ballet lexicon. This course may be used as a PE activity course.
 Prerequisites: DANC 1840 or permission of the instructor.
 Corequisites: None.
 Offered: All semesters.
- DANC 1860 Ballet Technique III** (0-2-1)
 Expands appreciation of ballet as a creative art form. Focuses on ballet technique, while emphasizing increased flexibility, strength, and coordination. Reviews dance phrase combinations by integrating rhythm, dynamics and movement.
 Prerequisites: Ballet Technique II DANC 1850 and/or permission from instructor.
 Corequisites: None.
 Offered: All semesters.

- DANC 1900 Dance Composition** (1-2-2)
 Dance Composition is designed to allow the student to investigate movement affinities and to discover new movement vocabularies through solo and small group compositions. Studies examine the basic elements of dance – the body in time, space and dynamics, as well as the use of music with movement. This course emphasizes personal coaching and critique, and peer feedback, within a nurturing and experiential environment.
 Prerequisites: DANC 1600 or permission of the instructor.
 Corequisites: None.
 Offered: Spring.
- DART 1000 First Year Experience** (2-0-2 Institutional credit only)
 DART 1000 is a two hour first-year experience course designed to assist first-year students in the transition into college. The course focuses on academic success skills, College policies and resources, as well as other topics designed to assist in the adjustment to the academic and social community at Darton College. DART 1000 is required for all first-time, full-time students and students that need to take ENGL 0099 and/or READ 0099.
 Prerequisites: None.
 Corequisites: None.
 Offered: Every Semester.
- DHYG 1101 Orofacial Anatomy** (4-0-4)
 A study of the anatomical sciences of the orofacial region to include oral histology and embryology; head and neck anatomy; and dental anatomy.
 Prerequisite: Admission to Dental Hygiene Program.
 Offered: Fall.
- DHYG 1110 Nutrition** (1-0-1)
 An overview of the major nutrient classifications, functions, sources, and deficiencies. Emphasis on the well-balanced diet for maintenance of health.
 Prerequisite: CHEM 1151K.
 Offered: Spring.
- DHYG 1114 Radiology** (2-3-3)
 Basic principles of roentgenographic techniques including exposing, processing, mounting and charting radiographs. Anatomical landmarks for interpretation and safety precautions for the patient and operator.
 Prerequisites: DHYG 1101, 1121, 1131 with grades of C or better.
 Corequisites: DHYG 1110, DHYG 1132, DHYG 1122.
 Offered: Spring.
- DHYG 1121 Dental Hygiene Lecture I** (3-0-3)
 An introduction to fundamental concepts relating to the profession of dentistry, including terminology, history, and organization. A study of asepsis, patient assessment, deposits, and preventive services.
 Prerequisite: Admission into the Dental Hygiene program.
 Offered: Fall.
- DHYG 1122 Dental Hygiene Lecture II** (2-0-2)
 A continued study of patient management and education, and dental hygiene treatment.
 Corequisites: DHYG 1110, 1114, 1132.
 Prerequisites: DHYG 1101, 1121, 1131 with grades of C or better.
 Offered: Spring.

- DHYG 1131 Dental Hygiene Clinic I** (0-6-2)
An introduction to specific tasks required for delivery of dental hygiene services; infection control, patient assessment, scaling procedures, and polishing-fluoride application procedures. Students acquire competencies through manikin and peer experiences under continuous supervision by clinical faculty.
Prerequisite: Admission into Dental Hygiene program.
Offered: Fall.
- DHYG 1132 Dental Hygiene Clinic II** (0-9-3)
A continuation of DHYG 1131 with the addition of sharpening, plaque control instruction, and power scaling instrument. When safe techniques have been mastered, students deliver dental hygiene care to adult and child patients. An introduction to nutritional counseling.
Prerequisites: DHYG 1101, 1121, 1131 with grades of C or better.
Offered: Spring.
- DHYG 1133 Dental Hygiene Clinic III** (0-6-2)
A continuation of DHYG 1132 with the addition of radiographs and dietary counseling. Instruction will also be provided in the manipulation of dental materials and advanced periodontal instrumentation. Students will visit a limited number of dental specialty offices. Prerequisites: DHYG 1110, 1114, 1122, 1132 with grades of "C" or better.
Offered: Summer.
- DHYG 2100 Periodontics** (2-0-2)
Principles of periodontology, etiology, and classification of periodontal disease with emphasis on prevention and scope of responsibility of the dental hygienist and treatment planning.
Corequisites: DHYG 1110, 1114, 1122, 1132 with grades of "C" or better.
Prerequisite: BIOL 2115K.
Offered: Spring.
- DHYG 2150 Pharmacology** (2-0-2)
Drugs, their properties, dosage, method of administration and therapeutic use with attention given to those drugs most commonly used in dentistry.
Prerequisites: DHYG 1133, 2100, 2550 with grades of "C" or better and BIOL 2115K.
Offered: Fall.
- DHYG 2210 Dental Hygiene Lecture IV** (1-0-1)
A seminar course with emphasis on special needs patients and advanced periodontal patients. Prerequisites: DHYG 1133, 2100, 2550 with grades of "C" or better.
Offered: Fall.
- DHYG 2220 Dental Hygiene Lecture V** (1-0-1)
A seminar course with emphasis on jurisprudence and office management for the dental hygienist.
Prerequisites: DHYG 2150, 2210, 2250, 2310 with grades of "C" or better.
Offered: Spring.

- DHYG 2250 General and Oral Pathology** (3-0-3)
 Basic principles, causes and underlying mechanisms of disease phenomena with special emphasis on the oral cavity.
 Prerequisites: DHYG 1133, 2100, 2550 with grades of "C" or better and BIOL 1100K or BIOL 2112K.
 Offered: Fall.
- DHYG 2310 Dental Hygiene Clinic IV** (0-12-4)
 A continuation of DHYG 1133 with the addition of study models, sealants, advanced periodontal patients and oral irrigation.
 Prerequisites: DHYG 1133, 2100, 2550 with grades of "C" or better.
 Offered: Fall.
- DHYG 2320 Dental Hygiene Clinic V** (0-12-4)
 A continuation of DHYG 2310.
 Prerequisites: DHYG 2150, 2210, 2250, 2310 with grades of "C" or better.
 Offered: Spring.
- DHYG 2400 Community Dental Health** (2-3-3)
 Principles of public health dentistry, educational concepts and strategies in dental health education. Emphasis on assessment of dental needs, developing and evaluating programs, and epidemiology and research.
 Prerequisites: DHYG 2150, 2210, 2250, 2310 and COMM 1000 with grades of "C" or better.
 Offered: Spring.
- DHYG 2550 Dental Specialties & Materials** (2-0-2)
 Introduction to the specialty areas of dental practice. A study of dental materials used in a general practice office.
 Prerequisites: DHYG 1110, 1114, 1122, 1132 with grades of "C" or better.
 Offered: Summer.
- DMSP 1101 Introduction to Diagnostic Medical Sonography** (1-3-2)
 This course is designed to introduce the student to the basic principles of ultrasound. The professionalism, functions, and desirable attributes of a sonographer will be discussed along with patient care principles and techniques. It presents the language of sonographers and cross sectional anatomy used in ultrasound as well as body planes. It examines leadership and educational opportunities found in sonography as an occupation.
 Prerequisites: Admission into the Diagnostic Medical Sonography Program. Completion of ALHE 1115, BIOL 1100K or BIOL 1111K and 1112K, MATH 1111, and PHSC 1011K, or BIOL 2115K or CHEM 1151K or PHYS 1111K with a grade of "C" or better.
 Offered: Fall freshman year.
- DMSP 1102 Abdomen Ultrasound I** (2-3-3)
 This course is designed to introduce the ultrasound student to normal appearing abdominal anatomy and cavities. The sonographic appearance of normal abdominal organs will be presented along with the normal size range of each organ. It will build upon the cross sectional anatomy introduced in DMSP 1101 to provide the student with a better understanding of the sonographic location of the abdominal organs.
 Prerequisites: DMSP 1101 with a grade of "C" or better.
 Offered: Spring semester junior year.

- DMSP 1103 Obstetrical Ultrasound I** (2-3-3)
 This course is presents fetal development from conception through the third trimester. First to third trimester of normal fetal anatomy and sonographic appearance. Laboratory test pertaining to the fetus and mother. Ultrasound protocols for scanning the first to third trimester fetus. Fetal lie in the uterus as viewed by ultrasound as well as normal fetal environment.
 Prerequisites: Completion of all previous semesters DMSP courses with a grade of "C" or better.
 Offered: Spring semester junior year.
- DMSP 1104 Pelvic Ultrasound** (2-3-3)
 This course will explore the normal sonographic measurements, appearance and cross sectional anatomy of the non-gravid female pelvis and male pelvis. The musculature and surrounding vessels will be discussed along with all normal Doppler findings. It will include all the hormonal changes that effect the reproductive cycle as well as laboratory values associated with normal and abnormal female health. A comprehensive sonographic evaluation of abnormalities pertaining to all female and male pelvic anatomy will be investigated.
 Prerequisites: A grade of "C" or better in all previous DMSP course work.
 Offered: Spring semester junior year.
- DMSP 1105 Clinical Observations** (0-16-2)
 This course is an initial introduction to the clinical environment. It allows the student to familiarize themselves with the operational process and exam protocols of their clinic site.
 Prerequisites: Completion of all DMSP courses with with a grade of "C" or better.
 Offered: Spring semester junior year.
- DMSP 2111 Abdomen Ultrasound II** (3-0-3)
 This is an advanced course in abdominal sonography. The sonographic appearance of abdominal organ diseases and their processes will be examined. Normal and abnormal lab values will be discussed. The normal and abnormal Doppler signals of various organs will be evaluated. Special procedures of the abdomen will be included such as biopsies, paracentesis and various interventional procedures. Sterile technique is included.
 Prerequisites: Completion of previous DMSP course with with a grade of "C" or better.
 Offered: Summer semester junior year.
- DMSP 2112 Obstetrical Ultrasound II** (3-0-3)
 This course presents fetal development and abnormalities from the first trimester through the third trimester. The role of sonographers in performing interventional/invasive procedures. Multiple gestations, amniotic fluid index, congenital/genetic anomalies, viability, fetal monitoring, maternal factors, fetal therapy and the post partum mother will also be evaluated.
 Prerequisites: Completion of all DMSP courses with with a grade of "C" or better.
 Offered: Summer semester junior year.

- DMSP 2113 Clinical Observation and Practicum I** (0-24-2)
 This is an expansion of the clinical observations course DMSP 1105. Students will begin their hands-on experience by entering patient data, recording patient history, selecting the appropriate transducer for the exam, positioning the patient for the exam and practicing the art of scanning.
 Prerequisites: Completion of all DMSP courses with with a grade of "C" or better.
 Offered: Summer semester junior year.
- DMSP 2114 Pediatric Ultrasound** (3-0-3)
 This course is designed to introduce the DMSP student to the various stages and sonographic appearance of normal and abnormal brain development. The significance of abnormal findings. Various techniques of scanning the infant brain along with the particular care needed for scanning the neonate, newborn, and pediatric patient. Sonographic evaluation of the normal and abnormal infant spine is included. Abdominal and pelvic exams will also be discussed.
 Prerequisites: Completion of all DMSP courses with with a grade of "C" or better.
 Offered: Fall semester senior year.
- DMSP 2115 Superficial Structures and Invasive Procedures** (3-3-4)
 This course will discuss the various ultrasound techniques used while performing an exam on the following: thyroid, breast, scrotum, prostate, anterior abdominal wall, neck, non cardiac chest, gastrointestinal tract, and extremities. The student will learn to appraise the normal and abnormal sonographic findings of these areas as well as disease processes and laboratory values. Invasive procedures will also be evaluated.
 Prerequisites: Completion of all DMSP courses with with a grade of "C" or better.
 Offered: Fall semester senior year.
- DMSP 2116 Clinical Observation and Practicum II** (0-24-2)
 This is an expansion of DMSP 2113 with increasing responsibilities of the student sonographer. This course allows student observation and participation in the clinical setting with hands-on experience with patients and equipment.
 Prerequisites: Completion of all DMSP courses with with a grade of "C" or better.
 Offered: Fall semester senior year.
- DMSP 2117 Ultrasound in Review** (3-0-3)
 This is a comprehensive review course for all previous DMSP courses to prepare the student for the ultrasound registry. It will also review any troubled areas a student may be experiencing.
 Prerequisites: Completion of all DMSP courses with with a grade of "C" or better.
 Offered: Spring semester senior year.
- DMSP 2118 Clinical Observations and Practicum III** (0-24-2)
 An expansion of DMSP 2116 this class will allow students to gain confidence in their skills and the knowledge gained throughout the DMS program.
 Prerequisites: Completion of previous DMSP course with with a grade of "C" or better.
 Offered: Spring semester senior year.

- DMSP 2120 Vascular Ultrasound** (2-3-3)
 This course is designed to provide the student with a basic introduction to the assessment of flow regarding the vascular system using ultrasound. The student develops the skills necessary to perform basic diagnostic ultrasound studies for presentation to the physician. The student 1) review the physics of Doppler ultrasounds; 2) becomes familiar with and is able to perform all abdominal Doppler exams, including transplant organs, and intraoperative guidance; 3) becomes familiar with other exams such as peripheral vascular studies.
 Corequisites: DMSP 2117, DMSP 2118.
 Prerequisite: DMSP 2116.
 Offered: Spring semester senior year.
- ECON 2105 Principles of Macroeconomics** (3-0-3)
 This principles of economics course is intended to introduce students to concepts that will enable them to understand and analyze economic aggregates and evaluate economic policies.
 Corequisite: Minimum COMPASS reading score of 74 or enrollment in READ 0099.
 Prerequisite: MATH 0099.
 Offered: All semesters.
- ECON 2106 Principles of Microeconomics** (3-0-3)
 This principles of economics course is intended to introduce students to concepts that will enable them to understand and analyze structure and performance of the market economy. It deals with price and output determination, cost of production, market structures, anti-trust regulations, market failure, and governmental regulation. The emphasis is on microeconomics.
 Corequisite: Minimum COMPASS reading score of 74 or enrollment in READ 0099.
 Prerequisite: MATH 0099.
 Offered: All semesters.
- EDUC 2110 Investigating Critical and Contemporary Issues in Education** (3-0-3)
 This course engages students in observations, interactions, and analyses of critical and contemporary educational issues. Students will investigate issues influencing the social and political contexts of educational settings in Georgia and the United States. Students will actively examine the teaching profession from multiple vantage points both within and outside the school. Against this backdrop, students will reflect on and interpret the meaning of education and schooling in a diverse culture and examine the moral and ethical responsibilities of teaching in a democracy. This course requires a field component totaling 10 hours. (This course replaces EDUC 2205 – Introduction to Education)
 Corequisites: Minimum COMPASS reading score of 74 or enrollment in READ 0099.
 Offered: All semesters.

- EDUC 2120 Exploring Socio-Cultural Perspectives on Diversity in Educational Contexts** (3-0-3)
 Given the rapidly changing demographics in our state and country this course is designed to equip future teachers with the fundamental knowledge of understanding culture and teaching children from diverse backgrounds. Specifically, this course is designed to examine 1) the nature and function of culture; 2) the development of individual and group cultural identity; 3) definitions and implications of diversity, and 4) the influences of culture on learning, development, and pedagogy. This course requires a field component totaling 10 hours. (This course replaces EDUC 2210 – Introduction to Special Education)
 Corequisites: Minimum COMPASS reading score of 74 or enrollment in READ 0099.
 Offered: All semesters.
- EDUC 2130 Exploring Teaching and Learning** (3-0-3)
 This course will explore the key aspects of learning and teaching through examining your own learning processes and those of others, with the goal of applying your knowledge to enhance the learning of all students in a variety of educational settings and contexts. This course requires a field component totaling 10 hours. (This course replaces PSYC 22215 – Human Growth and Development in the teacher education curriculum)
 Corequisites: Minimum COMPASS reading score of 74 or enrollment in READ 0099.
 Offered: All semesters.
- EDUC 2614 Professional Pedagogy for the GACE** (3-0-3)
 This course is designed to prepare teachers to complete the two GACE Professional pedagogy tests successfully. All topics addressed come directly from the test framework for the Professional Pedagogy Assessment. Examples of topics that will be covered include: motivation, diversity, assessment, instructional strategies, creating a conducive learning environment and characteristics of learners. The course will also address professionalism within the field and cover the legal and ethical guidelines for educators in Georgia.
 Prerequisites: In-Service Teachers
 Corequisites: None.
 Offered: On demand.
- EDUC 2618 Survey Pedagogy and Classroom Management** (2-0-2)
 This course is designed for current teachers who are interested in improving their classroom management and pedagogical skills. Components of the course will include such topics as motivation, effective instructional strategies, the creation of productive learning environments, and classroom assessment strategies.
 Prerequisites: In-Service Teachers
 Corequisites: None.
 Offered: On demand.
- EDUC 2810 The Teaching of Reading** (3-0-3)
 This course is designed to assist in understanding the process of teaching students to read. Students will be exposed to numerous approaches to the teaching of reading.
 Prerequisite: EDUC 2110.
 Offered: On demand.

- EDUC 2825 Classroom Management** (1-0-1)
 This course is designed to teach effective classroom management skills through the use of everyday examples of behavioral principles. Students will learn the basic concepts involved in behavioral analysis.
 Prerequisite: EDUC 2110.
 Offered: On demand.
- EMTP 1021 Introduction to Emergency Medical Services** (5-2-6)
 This course introduces the student to the Emergency Medical Technician profession. This course covers information found in the U.S. Department of Transportation Basic and Intermediate/85 curricula. Topics include: introduction to emergency care, EMS systems, well-being of the EMT, medical-legal aspects of emergency care, roles and responsibilities, medical terminology, blood and airborne pathogens, infectious diseases, ambulance and emergency vehicle operations, the human body, patient assessment, communications and documentation, lifting and moving patients, gaining access, airway assessment and management, basic life support (CPR), and automatic external defibrillation.
 Prerequisite: None.
 Corequisite: None.
 Offered: Fall, Summer.
- EMTP 1025 Trauma for the Emergency Medical Technician – Intermediate** (2-2-3)
 This course covers the assessment and treatment of traumatic injuries for the emergency medical technician-intermediate. Topics include: Patient assessment, Rapid Trauma Survey, bleeding wounds and shock, pneumatic anti-shock garment, shock therapy, shock management, intravenous administration, intraosseous infusion, soft-tissue and musculoskeletal injuries, head and psinal injuries, long spine board, immobilization devices, detailed and ongoing exams, extrication, hazardous materials, basic trauma life support.
 Prerequisite: None.
 Corequisite: EMTP 1021.
 Offered: Fall, Spring.
- EMTP 1032 Advanced Life Support for the Emergency Medical Technician Intermediate** (4-3-5)
 This course includes information contained in the U.S. Department of Transportation Basic and Intermediate/85 curricula and provides additional training and increased knowledge and skills in specific aspects of advanced life support to include: patient assessment, body systems, advanced airway maneuvers, respiratory assessment and treatments, cardiovascular assessment, and pharmacology for the emergency medical technician-Intermediate/85. This course will also contain the final program academic and skills review and preparation for the national board exam through the National Registry of EMT's.
 Prerequisite: EMTP 1021, EMTP 1025, EMTP 1036.
 Corequisite: None.
 Offered: Spring, Summer.

EMTP 1036 Medical Emergencies for the Emergency Medical Technician – Intermediate (3-1-4)

This course includes information contained in the U.S. Department of Transportation Basic and Intermediate/85 curricula and provides additional training and increased knowledge and skills in specific aspects of medical emergencies for the emergency medical technician-Intermediate/85. Topics include: patient handling, medical emergencies, endocrine emergencies, altered mental status, overdoses and poisonings, ob/gyn emergencies, pediatric emergencies, environmental and behavioral emergencies, and emergencies with special needs patients.

Prerequisite: EMTP 1021.

Corequisite: EMTP 1025.

Offered: Fall, Spring.

EMTP 1102 Trauma (4-4-5)

This course includes and expands upon the material from the Trauma Module and Pathophysiology from the 1999 Emergency Medical Technician-Paramedic: National Standard curriculum (EMT-P NSC). It includes units on fluids and electrolytes, abnormal fluid states, acid base balance, abnormal lab values, blood and transfusion therapy, and shock. The course also contains units on trauma systems, mechanism of injury, soft tissue trauma, head and facial injuries, spinal trauma, thoracic and abdominal injuries, and musculoskeletal trauma. Patient assessment and management in an organized, timely fashion using the BTLS approach to trauma care is emphasized. Students must take and successfully complete the International Basic Trauma Life Support Course for Advanced Providers at the conclusion of the course.

Prerequisite: EMTP 1111.

Offered: Fall.

EMTP 1104 Medical Emergencies (4-4-5)

This course includes most of the material covered in the 1999 Revised EMT-Paramedic, national Standard Curriculum Medical Module as well as the Geriatrics, Patients with Special Challenges and Acute Interventions for Chronic Care from the Special Considerations Module. Other units covered are: anatomy and physiology of the nervous system, endocrine emergencies, environmental emergencies, infectious disease, acute GI and GU emergencies, anaphylaxis, toxicology, hematologic emergencies, and alcoholism.

Prerequisite: EMTP 1111.

Offered: Spring.

EMTP 1105 Cardiovascular Emergencies (5-4-6)

This course includes materials from the Medical Module of the revised Emergency Medical Technician – Paramedic: National Standard Curriculum. Topics include units Anatomy and physiology of the cardiovascular system, basic arrhythmia interpretation, cardiovascular assessment, atherosclerosis, coronary artery disease, risk factor identification and reduction, acute coronary syndrome, congestive heart failure, sudden arrhythmic death, hypertensive crisis and syncope. Units on ACLS cardiovascular pharmacology I and II, artificial pacemakers, defibrillation, cardioversion, 12-lead EKGs, circulatory adjuncts, and ACLS algorithms are also included. Students must successfully complete an ACLS Course prior to completion of the course.

Prerequisite: EMTP 1111.

Offered: Spring.

EMTP 1107 Intermediate Trauma and Pediatric Emergencies (3-3-4)

This course is required for the Fast-Track students and includes the material from the TraumaMedical and Special Considerations Pediatrics sections of the Emergency Medical Technician-Intermediate National Standard Curriculum (EMT-1 NSC.) It includes units on baseline vital signs and the SAMPLE history, the human body, patient assessment, and airway management and ventilation. In addition, EMTP 1107 includes units on trauma assessment and management of the patient experiencing shock, soft tissue trauma, burns, head and spine injury, chest and abdominal trauma, and musculoskeletal trauma in the adult patient. It also includes basic units on pediatric assessment, medical and traumatic emergencies.

Prerequisite: Limited to Fast-Track Paramedic Students admitted to EMS Program.

Offered: Summer.

EMTP 1108 Intermediate Ambulance Operations and Medical Emergencies (2-3-4)

This course includes the material from the Medical Emergencies and EMS Operations section of the Emergency Medical Technician – Intermediate National Standard Curriculum (EMT-I/85 NSC.) It includes units on respiratory, cardiac, diabetic, allergic, poisoning and overdoses, neurological, abdominal, and environmental emergencies in the adult patient as well as the geriatric patient. In addition, EMTP 1108 includes basic information on ambulance operations. Students will practice safe vehicle operations, stretcher safety, patient movement, intermediate level patient assessment and management. Actual field application and clinical decision making will be required.

Prerequisites: Limited to Fast-Track Paramedic students admitted to EMS Program.

Offered: Fall.

EMTP 1110 Introduction to Paramedic Profession (2-3-3)

This course includes and expands upon the material from the Preparatory Module of the Emergency Medical Technician-Paramedic: National Standard curriculum (EMT-P NSC). It includes units on the paramedic profession, EMS systems, roles and responsibilities, ambulance operations, back injury prevention, asepsis, hand washing, phlebotomy, IV therapy, communications, documentation, crime scene awareness, medical incident command, hazardous materials incidents, rescue awareness and operations, and clinical decision making.

Prerequisite: Admission to EMS Program.

Offered: Summer.

EMTP 1111 Essentials of EMS (2-1-2)

This course includes well-being of the paramedic, illness and injury prevention, medical legal issues and ethics. Patient assessment including the medical history and physical exam are covered in depth. Each body system is examined individually. In addition, unique aspects of pediatric, geriatric, and psychiatric evaluation are emphasized.

Prerequisite: Admission to EMS Program.

Offered: Summer.

- EMTP 1112 Psychiatric Emergencies** (2-1-3)
EMTP1112 includes the material from the Emergency Medical Technician-Paramedic National Standard Curriculum Preparatory and Medical Modules. The EMT-P NSC modules include therapeutic communication, life span development, and psychiatric and behavioral emergencies. Units covered include mental health, mental illness, psychiatric terminology, psychiatric medications, mental status examination, suicide and homicide assessment, substance abuse assessment, domestic violence, spouse and child abuse, rape, death and dying, interview techniques, effective listening and communication skills.
Prerequisite: Admission to EMS Program.
Offered: Summer.
- EMTP 1113 Pharmacology** (2-3-3)
EMTP 1113 includes and expands upon the material from the Pharmacology and Venous Access and Medication Administration Sections of the Preparatory Module of the Emergency Medical Technician-Paramedic: National Standard curriculum (EMT-P NSC). It includes basic units on drug information, drug actions, weights and measures, and medication administration. It also includes advanced units on systemic pharmacology and therapeutics of drugs affecting the central and autonomic nervous systems, cardiovascular system, respiratory system, hematologic system, renal system, endocrine system, gastrointestinal system, and immune system. It concludes with a unit on the paramedic drug box contents, maintenance, and administration procedures.
Prerequisite: EMTP 1111.
Offered: Fall.
- EMTP 1115 OB/GYN/Neonatal Emergencies** (1-3-2)
EMTP 1115 includes material from the Medical and Special Considerations Modules of the revised Emergency Medical Technician-Paramedic: National Standard Curriculum. It includes the following topics: anatomy and physiology of the female reproductive system, abdominal pain, vaginal bleeding, rape, physiology of pregnancy, fetology, normal and abnormal labor and delivery, and post-partum complications. The ITLS approach to trauma in pregnancy is emphasized. In addition, determination of the APGAR scoring and care of the high-risk neonate are included. Students are required to successfully complete the Neonatal Resuscitation program during the course.
Prerequisite: EMTP 1111.
Offered: Fall.
- EMTP 1117 Respiratory Emergencies** (2-4-3)
This course includes and expands upon the material covered in the EMT-assessment and management of patients with acute and chronic respiratory problems, oxygen therapy, advanced airway management techniques, airway adjuncts, and mechanical ventilation. A unit on anesthesia essential concludes the course.
Prerequisite: EMTP 1111.
Offered: Fall.

- EMTP 1118 Pediatric Emergencies** (2-0-2)
 EMTP 1118 includes material from the Special Considerations Modules of the revised Emergency Medical Technician-Paramedic: National Standard curriculum. The following topics are included: pediatric assessment, developmental stages, family assessment and management, respiratory emergencies, child safety, trauma, dehydration, shock, infant and child BLS and ACLS, neurologic emergencies, SIDS, child abuse, and care of children with special needs. After the pediatric emergencies labs and clinical practicum, have been completed, students must successfully complete the Pediatric Advanced Life Support Course.
 Pre or Corequisite: EMTP 1111.
 Offered: Fall.
- EMTP 1119 Pediatric Emergencies Clinical Practicum** (0-3-1)
 EMTP 1119 Pediatric Emergencies Clinical Practicum supports the content of EMTP 1118 Pediatric Emergencies. Students will perform patient assessment and management techniques on infants and children in the hospital setting. Students will assess developmental stages, communicate with patients and family members, and treat pediatric patients with respiratory infections, gastroenteritis, sickle cell crisis and a variety of medical and traumatic emergencies. Lab sessions will include pediatric oxygen therapy and airway adjuncts, management of pediatric shock including IV and intraosseous therapy, child and infant BLS and ACLS, pediatric ITLS, and miscellaneous medical emergencies scenarios. After the pediatric emergencies labs and clinical practicum have been completed, students must successfully complete the Pediatric Advanced Life Support Course.
 Pre or Corequisite: EMTP 1118
 Offered: Spring.
- EMTP 1121 Essential Math for the Prehospital Emergency Care Provider** (1-0-1)
 EMTP 1121 includes material covered in the EMT-Paramedic, National Standard Curriculum Preparatory Module, Venous Access and Medication Administration section. The course includes a basic review of mathematical principles including fractions, decimals, and percentages. Various systems of measure including metric, household, and apothecary are included. Drug calculations which involve moving within and between the various systems of measure are included. Problem solving of drug calculations using ratio and proportion is stressed. Units on computation of drug dosages with one unknown, calculation of drug dosages based on patient weights, calculation of IV drug drips, and calculation of IV drug drips based on patient weights are part of the course. Students must be able to convert patient weights from pounds to kilograms.
 Pre or Corequisite: EMTP 1110 or EMTP 1113.
 Offered: On demand.
- EMTP 1125 Summative Evaluation** (2-5-3)
 The student applies in the prehospital setting the clinical skills and didactic knowledge acquired during the course of study. All skills are performed under the direct supervision of Paramedics who are certified as clinical preceptors. Case evaluation of trauma, medical, pediatric patients will be provided in the classroom and lab. Students must satisfactorily complete an oral exam on selected scenarios. Review for the national registry exam as well as successful completion of a comprehensive program exam is required.
 Prerequisite: EMTP 1111.
 Offered: Spring.

ENGL 0097 Learning Support English I (4-0-4)

ENGL 0097 stresses basic grammar and punctuation and the composition of short essays. In addition to a concentrated study of writing skills, the course includes the development of the communication skills of reading, discussion, and critical thinking.

Exit Requirements: To complete ENGL 0097, a student must have at least a C average on all course work.

Placement: A score of 50 or below on the COMPASS Writing Skills Test.

Offered: All semesters.

ENGL 0099 Learning Support English II (4-0-4)

ENGL 0099 prepares the student to enter the credit English sequence. The course includes assignments in the language-based processes of reading, writing, and discussion, as well as critical thinking and problem solving. It stresses the rules and conventions of standard written English and provides extensive practice in writing a variety of types of compositions.

Exit Requirements: minimum of a C average on course work, passing grade on Departmental Essay Competency Examination (DECE) and a satisfactory score of 60 or higher on the COMPASS Writing Skills Test.

Placement: A score of 51 - 60 or below on the COMPASS Writing Skills Test.

Offered: All semesters.

ENGL 1101 English Composition I (3-0-3)

ENGL 1101 is a composition course focusing on skills required for effective writing in a variety of contexts, with emphasis on exposition, analysis, and argumentation, and also including introductory use of a variety of research skills. This course emphasizes the development of thought and expression through personal, informative, and persuasive essays. The course is concerned largely with the composing process involving substantial reading and analysis of ideas in preparation for written assignments. ENGL 1101 promotes the development of reading, speaking, listening, and thinking. In addition, the course includes study of grammar and punctuation as needed. Exit requirements include a minimum of a "C" average on course work.

Prerequisites: Satisfactory scores on the English and Reading placement examinations or completion of ENGL 0099 and READ 0099 with grades of "C" or better.

Offered: All semesters.

ENGL 1102 English Composition II (3-0-3)

ENGL 1102 is a composition course that develops writing skills beyond the levels of proficiency required by ENGL 1101, that emphasizes interpretation and evaluation, and that incorporates a variety of more advanced research methods. This course includes the development of thought and expression through critical analysis. ENGL1102 also emphasizes style, content, and organization of essays. This course includes the planning and writing of analytical essays and continues the development of reading, speaking, listening, and critical thinking. Course activities involve reading and discussion of literary genres, review as needed of punctuation and grammar, and library research.

Exit requirements include a minimum of a "C" average on course work and completion of a documented research paper.

Prerequisites: Satisfactory scores on the English placement examination or completion of ENGL 1101 with a grade of "C" or better.

Offered: All semesters.

ENGL 2035 Children's Literature: Understanding the World of Wonder, Whimsey, and Wisdom with Words (3-0-3)

This course is designed to be an interactive, practical class that supplements & enhances the utilization of Children's Literature in the everyday classroom & other venues where there is a desire to promote excellence in literacy skills. The historical, intellectual, and emotional perspectives of Children's literature will be reviewed. This course does not satisfy any core curriculum requirement.

Prerequisite: Restricted to in-service special education teachers and completion of ENGL 1102 with a grade of "C" or higher.

Offered: On demand.

ENGL 2111 World Literature I (3-0-3)

ENGL 2111 is a study of major works of world literature from the beginnings ca. 1500 B.C.E.-ca. 1650 C.E. Cultures represented in this period range from Akkadian, Egyptian, Hebrew, & Greek to Chinese, Roman, Indian, Islamic, Western Medieval & Renaissance, Japanese, African, and Native American. This immense period includes such works & authors as Gilgamesh, The Odyssey, Confucius, Bhagavad-Gita, Vergil, Kalidasa, T'ao Ch'ien, Koran, Abolqasem Ferdowsi, Dante, Chaucer, Murasaki Shikibu, Shakespeare, Sei Shonagon, Montaigne, Cervantes, & the Popo! Vuh.

Prerequisite: ENGL 1102 with a grade of "C" or better. Offered: On demand.

ENGL 2112 World Literature II (3-0-3)

ENGL 2112 is a study of major works of world literature from ca. 1650 to the present. Cultures represented in this period range from Chinese, Indian, & Japanese to Western European, Russian, Native American, African, Islamic, Latin American, Hebrew, & Caribbean. Authors include Voltaire, Cao Xuequin, Matsuo Basho, Goethe, Whitman, Dostoyevsky, R. Tagore, Baudelaire, Kawabata Yasunari, L. Senghor, Chinua Achebe, D. Walcott, Borges, Dickinson, & Solzhenitsyn.

Prerequisite: ENGL 1102 with a grade of "C" or better.

Offered: On demand.

ENGL 2121 British Literature I (3-0-3)

ENGL 2121 is a study of British Literature from its beginning through the eighteenth century. This time span covers the Old English period, the Middle Ages, the Renaissance, the Metaphysical and Cavalier eras, and the Restoration and Neoclassical periods. Works studied include those of the "Beowulf" poet, Chaucer, Spenser, Shakespeare, Milton, Donne, Marvell, Dryden, Pope, & Swift.

Prerequisite: ENGL 1102 with a grade of "C" or better. Offered: On demand.

- ENGL 2122 British Literature II** (3-0-3)
 ENGL 2122 is a study of British Literature from the late eighteenth century to the present, encompassing the Romantic, Victorian, and Modern periods. Works studied include those of Wordsworth, Coleridge, Byron, Shelley, Keats, Tennyson, Browning, Yeats, Lawrence, and Joyce.
 Prerequisite: ENGL 1102 with a grade of "C" or better.
 Offered: On demand.
- ENGL 2131 American Literature I** (3-0-3)
 ENGL 2131 is a study of American Literature from colonial days through the American Revolution & into the mid-nineteenth century. Authors from these periods include Anne Bradstreet, Phyllis Wheatley, Poe, Hawthorne, Melville, Emerson, Thoreau, & Frederick Douglas.
 Prerequisite: ENGL 1102 with a grade of "C" or better.
 Offered: On demand.
- ENGL 2132 American Literature II** (3-0-3)
 ENGL 2132 is a study of modern American literature from the mid-nineteenth century to the present day. Prose authors of this period include Mark Twain, William Dean Howells, Henry James, Stephen Crane, Theodore Dreiser, Ernest Hemingway, F. Scott Fitzgerald, William Faulkner, and Ralph Ellison. Poets of this period include Robert Frost, T.S. Eliot, and Gwendolyn Brooks.
 Prerequisite: ENGL 1102 with a grade of "C" or better.
 Offered: On demand.
- ENGL 2210 Creative Writing** (3-0-3)
 ENGL 2210 (fiction and poetry) is a sophomore level course taught in a workshop format. Students write short stories, poetry, or both. Students study each other's work, as well as that of professional writers, to learn the fundamentals and techniques of literary writing.
 Exit requirements: A minimum of a "C" average on course work.
 Prerequisite: ENGL 1102 with a grade of "C" or better.
 Offered: On demand.
- ENGL 2220 Writing Non-Fiction** (3-0-3)
 ENGL 2220 takes a somewhat more sophisticated look at composition than is possible in English Composition II. The course focuses on writing essays in clear, direct, graceful language that draws on grammar's potential for variety & interest. The course addresses the value of an enhanced vocabulary for creating these results. The course supplements its exercises adds in writing essays & articles with reading & analyzing works by prose masters from antiquity to our own period.
 Exit requirements: A minimum of a "C" average on course work.
 Prerequisite: ENGL 1102 with a grade of "C" or better.
 Offered: On demand.

- ENGL 2230 Professional & Technical Writing** (3-0-3)
 ENGL 2230 is an intermediate composition course that develops professional workplace communication skills. It emphasizes strategies, forms, and techniques of writing that aims to inform, persuade, or instruct people. The course provides hands-on experience in writing and presenting business and technical documents produced by a variety of methods. It focuses on strategies used in marketing communication, public relations, and human resources and also includes experience with group collaboration.
 Exit requirements: A minimum of a "C" average on course work.
 Prerequisite: Completion of ENGL 1102 with a grade of "C" or better.
 Offered: On demand.
- ENGR 1111 Engineering Graphics** (2-3-3)
 This course is an introduction to graphic communication and engineering design. It includes orthographic, sectional, and auxiliary views, working drawings, dimensioning, three dimensional drawings, surface and solid modeling, and descriptive geometry. The AutoCAD software will be utilized in the laboratory.
 Prerequisite: READ 0099.
 Offered: Fall.
- ENGR 2201 Engineering Statics & Dynamics** (4-0-4)
 This course covers the principles of statics & dynamics in two & three dimensions which includes the equilibrium of rigid bodies, analysis of structures & machines, friction, kinetics and kinematics of rigid bodies, work-energy principle, linear impulse-linear momentum principle, & mechanical vibrations of rigid bodies.
 Prerequisite: PHYS 2211. Offered: Spring.
- ESLC 0099 Orientation to American Life and Culture** (2-0-2)
 The ESL Culture class is an orientation course for international students whose native homeland is not the United States. This course is designed to meet in a traditional classroom and use class support through Web CT. The class will also utilize text books, web sites, and group discussions in order to gain understanding and adaptation skills. This course focuses on American culture, culture shock, day to day life, adaptation/survival skills, educational systems, and idiomatic expression.
 Prerequisites: None.
 Corequisites: Any one of the following: ESLL 0070, 0080, 0090, ESLR 0070, 0082, 0092, ESLG 0071, 0081, 0091, 0095.
 Offered: On demand.
- ESLG 0071 Basic Grammar** (4-0-4)
 This course focuses on basic English grammatical concepts and skills, including parts of speech, spelling, punctuation, word order, and sentence building.
 Placement: Placement from ESOL skills assessment test.
 Offered: On demand.

- ESLG 0081 Intermediate Grammar** (4-0-4)
 This course is designed to develop the students' understanding of and skills at using essential grammatical structures of Standard English in writing. It provides a review of lexical and syntactic features of the parts of speech, phrases, clauses, and the concepts of coordination and subordination as well as grammatical trouble spots such as the idiomatic use of prepositions, verbals, and articles. It includes paragraph writing and editing in preparation for the essay process.
 Placement: ESLG 0071 with a grade of C or better or a qualifying score on the ESOL skills assessment test.
 Offered: On demand.
- ESLG 0091 Advanced Grammar** (4-0-4)
 This course is designed to enhance the students' understanding of and skills at using advanced syntactic structures correctly and effectively in writing. It provides a review of compound and complex sentence patterns of Standard Written English as well as grammar trouble spots according to individual and class needs.
 Placement: ESLG 0081 with a grade of C or better or a qualifying score on the ESOL skills assessment test.
 Offered: On demand.
- ESLG 0095 Writing** (4-0-4)
 This course focuses on refining organizational and editing skills and individual needs of the students who need only to pass the Departmental Essay Competency Exam in order to exit the writing portion of the ESL Program.
 Offered: On demand.
- ESLL 0070 Basic Listening and Speaking** (4-0-4)
 The course focuses on comprehending and conducting brief conversations supported by clues in context, as well as letter and word pronunciation.
 Placement: Placement from ESOL skills assessment test.
 Offered: On demand.
- ESLL 0080 Intermediate Listening and Speaking** (4-0-4)
 This course focuses on producing and understanding conversations about self, basic academic and/or occupational interests and situations, and multiple verb tenses.
 Placement: ESLL 0070 with a grade of C or better or a qualifying score on the ESOL skills assessment test.
 Offered: On demand.
- ESLL 0090 Advanced Listening and Speaking** (4-0-4)
 This course focuses on complex discussions and understanding of academic, social, and/or business lectures. Advanced idiomatic expressions, inferences, and emotional overtones are studied, as well as shifts in registers, reductions, blends, and American Culture protocols.
 Placement: ESLL 0080 with a grade of C or better or a qualifying score on the ESOL skills assessment test.
 Offered: On demand.

- ESLR 0072 Basic Reading and Vocabulary** (4-0-4)
 This course focuses on reading short, simple sentences supported by pictures; present, past, and future tense forms; common idioms; drawing simple contextual conclusions; and content based vocabulary.
 Placement: Placement from ESOL skills assessment test.
 Offered: On demand.
- ESLR 0082 Intermediate Reading and Vocabulary** (4-0-4)
 This course focuses on the use of contextual clues to predict meaning and ideas within a paragraph. Limited occupational, academic, internet, or news items are studied, as well as skimming, scanning, distinguishing between main and supporting ideas, and developing spelling and vocabulary skills through the use of key terms in readings.
 Placement: ESLR 0072 with a grade of C or better or a qualifying score on the ESOL skills assessment test.
 Offered: On demand.
- ESLR 0092 Advanced Reading and Vocabulary** (4-0-4)
 This course focuses on understanding contextual meaning, word forms, synonyms, and connotation. Distinction between fact and opinion in writing is studied, as well as paraphrasing sentences, and reading articles, periodicals, academic texts with more abstract and grammatical complexity, and internet research.
 Placement: ESLR 0082 with a grade of C or better or a qualifying score on the ESOL skills assessment test.
 Offered: On demand.
- ETHI 1101 Issues in Ethics** (2-0-2)
 A general introduction to ethical theories and their application to current moral issues. Emphasis is placed on the student developing a decision-making scheme to apply to moral dilemmas. Credit may not be received for both ETHI 1101 and PHIL 2210.
 Corequisite: Minimum COMPASS reading score of 74 or enrollment in READ 0099.
 Prerequisite: None.
 Offered: On demand.
- FIAR 2250 Humanities Through the Arts** (3-0-3)
 Humanities through the Arts provides an interdisciplinary view of the West in art, music, and literature from the Renaissance through the 20th century. FIAR 2250 and ART 1100 are related courses; only one can count toward graduation.
 Prerequisites: ENGL 0099 and READ 0099.
 Offered: On demand.
- FOSC 2100 Criminalistics: An Introduction to Forensic Science** (2-2-3)
 COURSE MUST BE TAKEN AT ALBANY STATE UNIVERSITY AND TRANSFERRED TO DARTON COLLEGE.
 Lecture and laboratory course designed to teach investigators techniques in the analysis of physical evidence; designed for professional lab technicians or criminalists; laboratory report on measurements of mass and density, microscopy of hairs and fibers, development and comparison of latent fingerprints, calibration of UV spec and GC-MS.
 Corequisites: None.
 Prerequisite: None.
 Offered: On demand.

- FREN 1001 Elementary French I** (3-0-3)
 FREN 1001 is an introduction to listening, speaking, reading and writing in French, and to the cultures of French-speaking regions.
 Prerequisites: READ 0099 and ENGL 0099.
 Offered: On demand.
- FREN 1002 Elementary French II** (3-0-3)
 FREN 1002 is a continuation of FREN1001 with continued listening, speaking, reading and writing in French, and orientation to the cultures of French-speaking regions.
 Prerequisite: FREN 1001 or equivalent.
 Offered: On demand.
- FREN 2001 Intermediate French I** (3-0-3)
 FREN 2001 continues FREN 1002, with emphasis on refining all of the language skills (reading, writing, listening, speaking), on the understanding and appreciation of the cultural traditions of the French-speaking people, and with an introduction to the literature of the Francophone world. Prerequisite: FREN 1002 or equivalent.
 Offered: On demand.
- FREN 2002 Intermediate French II** (3-0-3)
 FREN 2002 is a continuation of FREN 2001, with emphasis on refining skills in reading, writing, listening and speaking, exploration of Francophone cultures with comparison and contrast to the student's native culture with continued development of listening, speaking, reading, and writing skills in French, as well as awareness and understanding of various socio-cultural aspects and the distinctiveness of certain cultural traditions of the Francophone world.
 Offered: On demand.
- GEOG 1101 Introduction to Human Geography** (3-0-3)
 A survey of global patterns of resources, population, culture & economic systems. Emphasis is placed upon the factors contributing to these patterns & the distinctions between the technologically advanced & less advanced regions of the world.
 Corequisite: Min. COMPASS reading score of 74 or enrollment in READ 0099.
 Prerequisite: None.
 Offered: On demand.

- GEOL 1135 Earth Science for Teachers – Restricted to DCSS teachers 3-5** (3-0-3)
 Fundamentals of Earth Science for teachers, grades 3-5. This course covers basic principles and teacher misconceptions from the fields of Geology, Astronomy, Oceanography and Meteorology. Map interpretation, minerals and rocks, processes acting at the Earth's surface and within the Earth, plate tectonics, geologic time and dating, composition and motions of the Earth, solar system, phases of the moon, origin and life cycles of stars, galaxies, water movements, ocean floor, weather and climate. The course content is aligned to the Georgia performance Standards for grades 3-5.
 Prerequisites: None.
 Corequisites: None.
 Offered: On demand.
 Restricted to in-service teachers, grades 3-5.
- GEOL 2004 Survey of Earth Science for Middle Grade Teachers** (3-0-3)
 This course is designed for middle grade teachers. It is a brief summary of the important aspects of earth science. Classroom applications will be explored. Laboratory exercises supplement the lecture material. This course does not satisfy any core curriculum requirements.
 Restricted to Middle Grade Teachers.
 Offered: On demand.
- GEOL 2024 Physical Science for Special Education Teachers** (3-0-3)
 This course is restricted to in-service special education teachers. It is a brief summary of the important aspects of earth science. Classroom applications will be explored. Laboratory exercises supplement the lecture material. This course does not satisfy any core curriculum requirement.
 Prerequisite: Restricted to in-service special education teachers.
 Offered: As required.
- HIST 1111 Survey of World History I** (3-0-3)
 A survey of world history from the prehistoric period to the early modern period.
 Corequisite: Minimum COMPASS reading score of 74 or enrollment in READ 0099.
 Prerequisite: None.
 Offered: Fall, Spring.
- HIST 1112 Survey of World History II** (3-0-3)
 A survey of world history from the early modern period to the present.
 Corequisite: Minimum COMPASS reading score of 74 or enrollment in READ 0099.
 Prerequisite: None.
 Offered: Fall, Spring.
- HIST 2111 U.S. History Through 1877** (3-0-3)
 A survey of U.S. History to the post-Civil War period. This course satisfies the Georgia Legislative requirement that all students receiving a degree from any unit of the University System shall pass a course or examination in the history of the United States and Georgia.
 Corequisite: Minimum COMPASS reading score of 74 or enrollment in READ 0099.
 Prerequisite: None
 Offered: All semesters.

- HIST 2112 U.S. History After 1877** (3-0-3)
 A survey of U.S. History from the post-Civil War period to the present. This course satisfies the Georgia Legislative requirement that all students receiving a degree from any unit of the University System shall pass a course or examination in the history of the United States and Georgia.
 Corequisite: Minimum COMPASS reading score of 74 or enrollment in READ 0099.
 Prerequisite: None.
 Offered: All semesters.
- HITE 2100 Health Record Content & Structure** (2-2-3)
 The basic concepts and techniques for managing and maintaining health record systems including storage and retrieval, the use and structure of healthcare data and data sets, quantitative and qualitative analysis of healthcare data, forms design, release of information, function of indexes and registers and the accreditation, certification and licensure standards applicable to healthcare data.
 Corequisites: ENGL 1102 or permission of instructor.
 Prerequisite: Exit Learning Support and ENGL 1101.
 Offered: Fall & Spring.
- HITE 2110 Organization and Supervision in Health Information Management** (2-2-2)
 Introduction to the principles of organization and supervision in order to develop effective skills in leadership, motivation, and team building techniques in the practice of health information management.
 Prerequisites: HITE 2100 and ENGL 1102 or permission of instructor.
 Corequisites: ALHE 2050.
 Offered: Summer.
- HITE 2150 Coding I** (3-2-3)
 Principles of ICD-9-CM used in the assignment of valid diagnostic and/or procedure codes.
 Prerequisites: BIOL 1100K, HITE 2100, or permission of instructor.
 Prerequisite/Corequisites; HITE 2400.
 Offered: Fall.
- HITE 2160 Coding II** (2-1-2)
 Principles of CPT coding system used to assign valid procedure and service codes.
 Prerequisite: HITE 2150.
 Offered: Spring.

- HITE 2170 Advanced Coding and Reimbursement** (2-1-3)
 This course integrates and builds on basic knowledge and skills acquired in HITE 2150 and HITE 2160, enhancing skill level through use of clinical case studies. Reimbursement topics include DRGs, APCs, RBRVs, Chargemasters and Coding Compliance. Students will have live access to a QuadraMed encoder.
 Prerequisites: HITE 2150, HITE 2400.
 Corequisites: HITE 2160, HITE 2600, HITE 2610, HITE 2650.
 Offered: Spring.
- HITE 2200 Healthcare Statistics** (2-0-2)
 Emphasis is placed on the effective use, collection arrangement, presentation and verification of health care data, and on the concepts of descriptive statistics and data validity and reliability.
 Prerequisites: ALHE 2050, MATH 1101, HITE 2100, CISM 2201, or permission of instructor.
 Offered: Fall.
- HITE 2250 Legal & Ethical Issues in Health Information** (1-2-2)
 An introduction to the legal and ethical issues applicable to health information.
 Prerequisite: ALHE 2050 and HITE 2100 or permission of instructor.
 Prerequisite/Corequisites: ALHE 2050 and HITE 2110.
 Offered: Summer.
- HITE 2400 Pathophysiology & Pharmacology** (2-2-3)
 The study of the nature and cause of disease including the etiology, signs, symptoms, diagnostic evaluation, clinical treatment, and pharmacology management of disease processes.
 Prerequisites: BIOL 1100K, HITE 2100, or permission of instructor.
 Corequisite: HITE 2150.
 Offered: Fall.
- HITE 2423 Disease Management** (3-0-3)
 This course is an introduction to the pathophysiology of cancer, using principles from anatomy and physiology to provide a foundation for the study of oncology disease process. Diagnostic and staging procedures, treatment modalities including surgery, radiation therapy, and chemotherapy.
 Prerequisite: BIOL 1100K.
 Corequisite: HITE 2100.
 Offered: Fall.
- HITE 2500 Health Information System Applications** (1-2-3)
 The concepts of medical record management through an information system that is an organized combination of people, hardware, software, communication networks and data resources that collect, transform and disseminate information in a healthcare organization.
 Prerequisites: HITE 2100 or permission of instructor.
 Offered: Fall.
- HITE 2550 Quality Assessment** (1-2-2)
 Introduction to the principles of the quality assessment process.
 Prerequisites: HITE 2100, HITE 2200, or permission of instructor.
 Offered: Spring.

- HITE 2600 Professional Practice I** (0-20-2)
 Supervised clinical experience in an acute care setting.
 Corequisite: HITE 2610, HITE 2170, HITE 2650.
 Prerequisites: HITE 2100, HITE 2150, HITE 2250, HITE 2110, HITE 2500.
 Offered: Spring.
- HITE 2610 Professional Practice II** (0-20-2)
 A continuation of HITE 2600 in alternative healthcare settings.
 Prerequisite: HITE 2100, HITE 2110, HITE 2250, HITE 2150.
 Corequisite: HITE 2600, HITE 2550, HITE 2160, HITE 23170, HITE 2650.
 Offered: Spring.
- HITE 2650 Seminar on Health Information Technology** (1-0-1)
 Exploration of current issues and trends in the health information profession and in the health care industry with emphasis on review for RHIT exam.
 Prerequisites: HITE 2100, HITE 2110, HITE 2400, HITE 2500, HITE 2550, HITE 2150, HITE 2250, HITE 2600, or permission of instructor.
 Corequisites: HITE 2610, HITE 2160, HITE 2170.
 Offered: Spring.
- HITE 2717 Registry Organization** (3-0-3)
 An introduction to cancer registries; hospital-based and central registries; legal issues and confidentiality; focus on management functions of budgeting, annual reports, staffing, computer hardware and software requirements.
 Prerequisites: Admission to the Cancer Registry Management Program and completion of all learning support requirements.
 Corequisite: HITE 2724.
 Offered: Summer.
- HITE 2724 Registry Operations** (3-0-3)
 Focus on CoC Standards, cancer committees, cancer conferences and quality monitoring. Prerequisite: Admission to the Cancer Registry Management Program. Completion of all LS requirements. Corequisites: HITE 2717. Offered: Summer.
- HITE 2731 Patient Follow-up** (3-0-3)
 This course covers cancer patient follow-up methodology, confidentiality and ethical issues; identification of second primaries, recurrence, spread of disease and survival data. Physical, patient, and other follow-up resources and activities will be introduced.
 Prerequisites: Admission to the Cancer Registry Management Program.
 Corequisite: HITE 2717, HITE 2724, HITE 2423, HITE 2738, HITE 2752.
 Offered: Spring.

- HITE 2738 Oncology Coding and Staging Systems** (3-3-4)
 Concepts of coding and staging of malignant neoplasms, including a general overview of International Classification of Disease for Oncology (ICD-O) nomenclature and classification system; AJCC and SEER staging extent of disease concepts used by physicians and cancer surveillance organizations to determine treatment and survival.
 Prerequisites: HITE 2717, HITE 2724, HITE 2423.
 Corequisites: HITE 2731, HITE 2752.
 Offered: Spring.
- HITE 2745 Abstracting Principles I** (2-3-3)
 Introduction to the principles of cancer registry abstracting; identification and selection of appropriate clinical information from medical records in a manner consistent with cancer registry core data item requirements recording; coding and staging site-specific cancer information; manual and computerized applications will be introduced.
 Prerequisites: Admission to the associate degree in Health Information Technology; HITE 2717, HITE 2738, HITE 2423.
 Corequisites: None.
 Offered: Summer.
- HITE 2746 Abstracting Principles II** (2-3-3)
 Continuation of the applications of the principles of cancer registry abstracting; identification and selection of appropriate clinical information from medical records in a manner consistent with cancer registry core data item requirements recording; coding and staging site-specific cancer information; use of quality control edits to assure timelines, completeness and accuracy of data.
 Prerequisites: Minimum of an associate degree in Health Information Technology; HITE 2724, HITE 2731, HITE 2738, HITE 2745, HITE 2717. HITE 2423.
 Corequisites: HITE 2759.
 Offered: Fall.
- HITE 2752 Cancer Statistics and Epidemiology** (2-0-2)
 Introduction to cancer statistics, descriptive and analytic, epidemiology, cancer surveillance, annual report preparation, presentation of cancer data and special studies; use of cancer statistical data for marketing and strategic planning.
 Prerequisites: HITE 2717.
 Corequisites: HITE 2731, HITE 2738.
 Offered: Spring.
- HITE 2759 Clinical Practicum** (0-160-5)
 Clinical experience performing actual tasks in registry management, data collection processes, data utilization, and computer applications under the supervision of a CTR (Certified Tumor Registrar.)
 Prerequisites: HITE 2717, HITE 2723, HITE 2724, HITE 2731, HITE 2738, HITE 2745.
 Corequisites: HITE 2746.
 Offered: On demand.

- HLTH 1150 Principles & Practices of Well-Being** (2-0-2)
 A study of health promotion education covering topics such as consequences of lifestyle choices, behavior modification of coronary risk factors, psychological motivation techniques, and application of wellness screening.
 Prerequisite: None.
 Offered: On demand.
- HLTH 1160 First Aid, CPR and AED Essentials** (2-0-2)
 Trains students to provide immediate first aid care for most injuries and medical situations until advanced medical help arrives. Red Cross certification for Adult CPR, Infant and Child CPR, and Standard First Aid is issued to those who successfully complete Red Cross requirements.
 Prerequisite: None.
 Offered: Fall, Spring.
- HLTH 1161 Human Sexuality** (2-0-2)
 Basic information about human sexuality which includes anatomy, pregnancy-childbirth, birth control, sexual variations, and sexually transmitted diseases.
 Prerequisite: None.
 Offered: Spring.
- HLTH 1162 Weight Management** (2-1-2)
 Basic principles of weight management and body composition. Students are required to keep daily nutrition logs as well as exercise in the Darton College Fitness Facility.
 Prerequisite: None.
 Offered: On demand.
- HLTH 1163 Personal Health** (2-0-2)
 Health problems and trends in modern health practices. Nutrition, heart disease, fitness, and consumer health protection.
 Prerequisite: None.
 Offered: Fall.
- HLTH 1164 Stress Management** (2-0-2)
 This course provides an introduction to various strategies that can be utilized by individuals and groups to counteract the effects of stress in their lives. The concepts of health promotion, disease prevention, self-care and healing provide the framework within which the student experiences the use of various stress management strategies.
 Prerequisite: None.
 Offered: On demand.
- HLTH 1165 Mental Health** (2-0-2)
 Causes, types, treatment, and prevention of mental illness. Consideration given to society's reaction to the mentally ill and how to maintain mental health.
 Prerequisite: None.
 Offered: On demand.

- HLTH 1166 Drugs and Drug Abuse** (2-0-2)
Basic information about drug use and abuse which includes alcohol, depressants, narcotics, tobacco, stimulants, psychedelics, marijuana, over-the-counter drugs, and prescription drugs.
Prerequisite: None.
Offered: Fall.
- HSEC 2109 Introduction to Homeland Security** (3-0-3)
This course provides the historic overview of the terrorist threat which influenced the establishment of the Department of Homeland Security (DHS.) The statutory authority, organization, structure, processes and policies of the DHS will be examined. The course will also briefly review the role of National Intelligence and technology in supporting the capabilities of the DHS as well as its future role. An examination of the current National Strategy for Homeland Security will also be included.
Prerequisite: None.
Corequisite: None.
Technology: 100% online.
Offered: On demand.
- HSEC 2114 National Response Plan** (3-0-3)
The NRP provides the true national framework for the coordination and interaction between Federal, State, local, tribal and volunteer organizations to help save lives and protect America's communities. The NRP provides the complete spectrum of incident management activities to include the prevention of, preparedness for, response to, and recovery from terrorism, major natural disasters, and other major emergencies as well as the best practices from a wide variety of incident management disciplines to include fire, rescue, emergency management, law enforcement, public works, and emergency medical services. This course provides an in-depth review of the NRP and its supporting annexes.
Prerequisite: None.
Corequisite: None.
Technology: 100% online.
Offered: On demand.
- HSEC 2123 Terrorism and Homeland Security** (3-0-3)
Terrorism against the U.S. was the driving force behind the creation of the Department of Homeland Security and continues to be the shaper of its strategies. This course gives the student an understanding of international and domestic terrorism, to include a review of current terrorist groups, goals, past exploits, targeting methods, etc. It also examines the specific national policies which pertain directly to the identification and prevention of terrorist acts against the U.S.
Prerequisite: None.
Corequisite: None.
Technology: 100% online.
Offered: On demand.

- HSEC 2127 The U.S. Intelligence Community; Links to HSEC** (3-0-3)
Homeland Security programs are only as effective as the U.S. Intelligence community can make them. This course will examine the agencies which make up the U.S. National Intelligence community and their interaction/coordination with the Department of Homeland Security.
Prerequisite: None.
Corequisite: None.
Technology: 100% online.
Offered: On demand.
- HSEC 2131 Introduction to Emergency Management** (3-0-3)
A hands-on course which provides students with planning procedures to identify vulnerabilities, assess risk and develop mitigation plans to minimize the affects of natural & man-made disasters which will have a significant impact on the security of the communities & infrastructure at the local, state & national level. This course will also thoroughly examine the National Incident Management System (NIMS) & Incident Command Systems (ICS) which enable first responders from different jurisdictions & disciplines to better coordinate/cooperate during the response efforts to a disaster.
Prerequisite: None.
Corequisite: None.
Technology: 100% online.
Offered: On demand.
- HSEC 2134 Securing our Transportation Systems** (3-0-3)
Mass transportation systems have been a principle target of terrorist actions both in the U.S. & around the world and continue to remain vulnerable due to the mass effect that a terrorist action can have. These systems continue to be the primary method to move people & trade goods into, out of & across the U.S. The Department of Transportation, working closely with the Department of Homeland Security, has developed numerous security preparedness plans & a national freight transportation policy that includes national strategic objectives. This course will conduct an examination of the threats, vulnerabilities to U.S. transportation systems & the programs, technologies & practices used to counter these threats.
Prerequisite: None.
Corequisite: None.
Technology: 100% online.
Offered: On demand.

- HSEC 2138 Immigration Threats: Securing our Borders** (3-0-3)
 The protection of our borders from illegal entry by land, air and sea is a growing area of focus for many federal agencies. This course will examine the current methods used by federal agencies to protect our borders and will also review current national policies as as the Secure Border Initiative (SBI), Coast Guard Biometric Collection Program, Immigration and Customs Enforcement (ICE), and Mutual Agreement between Government and Employees (IMAGE.) The course will also include some information-sharing capabilities and programs between federal agencies.
 Prerequisite: None.
 Corequisite: None.
 Technology: 100% online.
 Offered: On demand.
- HSEC 2142 Protecting Critical Infrastructure** (3-0-3)
 The security of critical infrastructure is paramount to a government's ability to provide services & governance to its people. That fact makes these assets likely targets of terrorism as the effects of a successful attack will be widespread & gain the desired attention that is the intent of the attack. This course will cover planning considerations and mitigation programs to protect these critical resources from attack. The course will also examine the National Infrastructure Protection Plan (NIPP) & related Homeland Security Presidential Directives (HSPD.)
 Prerequisite: None.
 Corequisite: None.
 Technology: 100% online.
 Offered: On demand.
- HSEC 2146 Protection of Hazardous Material** (3-0-3)
 A hands-on course which examines the multitude of hazardous materials present in our daily environment. This course will provide students with some planning, mitigation and emergency response principles to deal with the protection and response to attacks involving hazardous materials, the protection of the environment, critical infrastructure and citizens.
 Prerequisite: None.
 Corequisite: None.
 Technology: 100% online.
 Offered: On demand.
- HSEC 2153 Theories of Terrorism: Analysis through Case Studies** (3-0-3)
 The course will present a format of the most sophisticated theories by the best terrorist analysts in the world, while still focusing on the domestic and international threats of terrorism and the basic security issues that surround terrorism today. Students will demonstrate their understanding of the strategies and principles gained through previous courses by conducting an analysis of these articles in the context of current U.S. strategies and programs.
 Prerequisites: HSEC 2114, National Response Plan; HSEC 2123, Terrorism and Homeland Security.
 Corequisite: None.
 Technology: 100% online.
 Offered: On demand.

HSEC 2159 Information Security (INFOSEC) (3-0-3)

Information security transcends all national borders and reaches out from the global network. Whether at the local, state or national level and including the private sector, critical information must be shared across internet and intranet as a principal part of required daily procedures. As a result, these institutions are vulnerable to cyber attacks by domestic and international terrorists as well as foreign business competitors. The prevention of intrusion, data theft and data loss is paramount to maintaining the security of public infrastructure, protecting sensitive information and providing essential services to both the private and public sector. This course will examine topics such as asset identification, human factors, compliance with regulations, personnel security, risk assessment and ethical considerations as well as computer and network security tools and methods. It will provide an up-to-date look at the whole range of security and information topics. In post-9/11 times, managers and IT Professionals need to address a wide range of security-related issues, and develop security systems that take all these diverse factors into account.

Prerequisite: None.

Corequisite: None.

Technology: 100% online.

Offered: On demand.

HSEC 2164 Corporate Security (3-0-3)

This course outlines the essential roles of corporate & municipal managers & demonstrates the importance of their relationships with federal, state, & local government agencies as well as public and private community sectors in conducting emergency planning. The focus is on proactively planning for emergencies, particularly in the recognition & advance coordination of response to incidents instead of simply implementing emergency measures. Topics include the overall scope of comprehensive emergency planning; the types of hazards & risks faced by emergency response personnel, as well as the public, in typical emergencies; & provide specific recommendations regarding the immediate & long-term health & safety of emergency response personnel. Finally, coursework will discuss a range of issues that must be given special attention in the development & implementation of any emergency response plan including: hazard & risk reduction, decontamination, data & information management, monitoring strategies & devices, terrorism, & the training of emergency response personnel.

Prerequisite: None. Corequisite: None.

Technology: 100% online. Offered: On demand.

HUST 1100 Introduction to Human Services (1-0-1)

This course is designed to provide the student with an awareness of the conditions in modern society that impact the health of individuals, families, & communities. It provides an introduction to the field of human services. Topics include the history and philosophical foundations of human services & the identification of populations served by human service workers. The principles of human services, essential skills, & roles required to develop an appreciation of what it means to be a human services worker are emphasized.

Prerequisite: Admission to HST program.

Offered: Fall and Spring.

- HUST 1105 Therapeutic Communications for Healthcare Professionals (3-1-3)**
 An introductory course covering the communication skills essential to a helping relationship using a patient/client centered model. Skills emphasized are interviewing, listening, attending to patient/client verbal & non-verbal cues, problem-definition, negotiation, confrontation, & written documentation. Application of communication theory & utilization of communication skills to elicit a psychosocial history, identify patient/client assets & limitations, & to arrive at a mutually acceptable definition of the "problem" with a range of human services clientele are emphasized. The central focus of this course is on how a repertoire of communication skills relate to critical thinking & problem-solving skills.
 Prerequisites: PSYC 1101, ALHE 1105, HUST 1100 or permission of instructor.
 Offered: Spring.
- HUST 1110 Families and Other Systems (3-1-3)**
 This didactic & experiential course provides an introduction to family systems theory and its implication in family assessment, family therapy, & agency/ institution analysis. Topics include an historical perspective on the evolution of family therapy, basic system theory concepts as applied to families & other systems, the family life cycle, & an overview of the major models of family therapy. The student will learn basic family assessment methods & interventions to enable the development of initial treatment plans & facilitate the referral of families to the appropriate community resources.
 Prerequisites: HUST 1100, PSYC 1101 or permission of the instructor.
 Offered: Spring.
- HUST 1115 Crisis Intervention (2-0-2)**
 In this course emphasis is placed on both theoretical & practical understanding of human crises. The term "crisis" is defined, levels of severity of crises are differentiated, basic crisis counseling to evaluate crises are introduced, intervention techniques are explored, & crisis resolution is examined.
 Prerequisite: Admission to HST program or permission of the instructor.
 Offered: Fall.
- HUST 2000 Group Theory and Process (3-1-3)**
 This course is designed as an introduction to the theory and process of group interaction. It will combine didactic & experiential activities that will enable the student to become familiar with different types of groups, to recognize the dynamics of group functioning, to understand the rationale for group work, to recognize the skills required to become an effective group facilitator, & to have direct experience in planning, participating in, & leading a group session.
 Prerequisites: HUST 1100, HUST 1105, HUST 1110, HUST 1115 or permission of the instructor.
 Offered: Fall, Summer.
- HUST 2050 Counseling Theories & Methods (3-0-3)**
 This course provides an introduction to the major theories of counseling. For each identified theory, basic concepts, definitions of health and normalcy, and strategies and interventions will be examined. The student will apply these theories to real case examples and will develop his/her own theory of counseling.
 Prerequisites: HUST 1100, HUST 1105, HUST 1110, HUST 1115 or permission of the instructor.
 Offered: Fall.

- HUST 2150 Human Services Practicum** (0-6-2)
 This introductory practicum offers the human services student the opportunity to apply theoretical learning in selected health agency settings for 6 hours per week. The student will work under direct supervision of qualified agency personnel. The student will be required to participate in a one hour weekly seminar which will focus on integrating these applied experiences with classroom learning.
 Prerequisites: HUST 1100, HUST 1105, HUST 1110, HUST 1115 or permission of the instructor.
 Offered: Spring.
- HUST 2210 Community/Mental Health Field Placement I** (0-12-4)
 The student will spend 12 hours per week in a field setting related to his/her health/mental health specialty track. The student will have the opportunity for direct client contact and will, under supervision, enhance skills in interviewing, observing, reporting and assessing client needs. The student will be required to participate in a one-hour weekly seminar which will focus on integrating these applied experiences with classroom learning.
 Prerequisites: HUST 2150 or permission of the instructor.
 Corequisite: None
 Offered: Fall.
- HUST 2220 Community/Mental Health Placement II** (0-15-5)
 The student will spend 15 hours per week in a second field setting related to his/her health/mental health specialty track. The student, under supervision, will further refine his/her service coordination skills & intervention techniques in direct service delivery. The student will be required to participate in a one-hour weekly seminar which will focus on integrating these applied experiences with classroom learning.
 Prerequisites: HUST 2000, HUST 2050, HUST 2210, HUST 2650, HUST 2700 or permission of the instructor.
 Offered: Spring.
- HUST 2310 Addiction/Substance Abuse Placement I** (0-12-4)
 The student will spend 12 hours per week in a field setting related to his/her addiction/substance abuse counselor specialty track. The student will have the opportunity for direct client contact and will, under supervision, enhance skills in interviewing, observing, reporting, and assessing client needs. The student will be required to participate in a one-hour weekly seminar which will focus on integrating these applied experiences with classroom learning.
 Prerequisites: HUST 2150.
 Corequisite: None.
 Offered: Fall.
- HUST 2320 Addiction/Substance Abuse Placement II** (0-15-5)
 The student will spend 15 hours per week in a second field setting related to his/her addiction/substance abuse specialty track. The student, under supervision, will further refine his/her service coordination skills and intervention techniques in direct service delivery. The student will be required to participate in a one-hour weekly seminar which will focus on integrating these applied experiences with classroom learning.
 Prerequisites: HUST 2000, HUST 2050, HUST 2650, HUST 2700, HUST 2310.
 Offered: Spring.

- HUST 2650 Applied Community Health** (3-0-3)
 This course will focus on the application of previous coursework to a variety of healthcare settings. The student is introduced to the field of community health and to the provision of services to people with a wide range of health problems, including a specific emphasis on patient/client populations with disabilities. Topics covered include basic concepts of health/mental health; major types of disabilities; practical usage of the DSM-IV; dual diagnosis and treatment issues; personality disorders and addicted patients/clients; and commonly used interventions to prevent, promote and/or restore the health/mental health of individuals, families and groups. Course material will be directly linked to field placement experiences.
 Prerequisites: HUST 2150 or permission of the instructor.
 Corequisite: None.
 Offered: Fall, Summer.
- HUST 2700 Understanding and Treating Addictions** (3-0-3)
 This course is designed to provide basic knowledge in the field of addictions. Emphasis is in three major areas: the biopsychosocial factors of alcoholism, drug addiction, & other types of addiction; the pharmacology of psychoactive substances; & the eight components of the skill groups in addiction counseling. Course material in all three areas will be directly linked to the field placement experiences for those students working in addiction/substance abuse treatment settings.
 Prerequisites: HUST 2150 or permission of the instructor.
 Corequisite: None.
 Offered: All Semesters.
- HUST 2750 Current Trends in Addiction & Mental Health** (3-0-3)
 This course addresses contemporary issues in addictions and mental health. Emphasis is in four major areas: ethnic and cultural issues that influence diagnosis, treatment and utilization of services, special populations such as consumers/clients with HIV/AIDS; co-occurring disorders; and matching treatment services to individual client needs (i.e., brief therapy, partial hospitalization, out-patient treatment, etc.) In addition attention will be given to the following current issues in the fields: treatment issues for adolescent and geriatric consumers/clients; spiritual concerns and disciplines; gay/lesbian issues; psychopharmacology; relapse dynamics and prevention, and managed care and treatment costs.
 Prerequisite: HUST 2650, HUST 2700, HUST 2210 or HUST 2310 or permission of the instructor.
 Offered: Fall, Spring.
- INED 2902 International Perspectives** (1-2-2)
 This course is designed to enhance and enrich the educational experience of students who travel abroad in a program sanctioned by Darton College. It will provide students with an introduction to the culture(s) to be visited, an understanding and appreciation of the importance of the specific sites on the itinerary, and orientation to some of the cultural/social/political issues specific to the area. This course requires 30 academic hours of instruction.
 Prerequisite: None.
 Corequisite: Enrollment in (one of) the travel abroad program(s) sanctioned by Darton College.
 Offered: On demand.

- INED 2903 International Perspectives** (2-2-3)
 This course is designed to enhance and enrich the educational experience of students who travel abroad in a program sanctioned by Darton College. It will provide students with an introduction to the culture(s) to be visited, an understanding and appreciation of the importance of the specific sites on the itinerary, and orientation to some of the cultural/social/political issues specific to the area. This course requires 45 academic hours of instruction.
 Prerequisite: None.
 Corequisite: Enrollment in (one of) the travel abroad program(s) sanctioned by Darton College.
 Offered: On demand.
- ISCI 2001 Foundations of Life/Earth Science** (2-2-3)
 This course is an Area F science course for early childhood education majors. This course will emphasize the understanding and use of the major concepts of life and earth science, including the characteristics and interdependence of life, and the major earth systems. As a general theme, strategies of investigating science will be used and discussed in the context of various topics.
 This course may only be used as an Area F course for Early Grades Education Major.
 Prerequisites: Successful completion of one Area D Science Course.
 Corequisites: None.
 Offered: Fall and Spring semesters. Summer semester if requested by Chair of Business and Social Science Division.
- ISCI 2002 Foundations of Physical Science** (2-2-3)
 This course is an Area F science course for early childhood education majors. This course will emphasize the understanding and use of the major concepts of physical science, including physics and chemistry. As a general theme, strategies of investigating science will be used and discussed in the context of various topics.
 This course may only be used as an Area F course for Early Grades Education Major.
 Prerequisites: Successful completion of one Area D Science course.
 Corequisites: None.
 Offered: Fall and Spring semesters. Summer semester if requested by Chair of Business and Social Science Division.
- JAPN 1001 Elementary Japanese I** (3-0-3)
 JAPN 1001 is an Introduction to Japanese language, both spoken and written, and orientation to Japanese culture.
 Prerequisites: READ 0099 and ENGL 0099.
 Offered: Fall, Spring.
- JAPN 1002 Elementary Japanese II** (3-0-3)
 JAPN 1002 is a continuation of JAPN 1001 and includes expansion of vocabulary and grammar, and practice in conversation, writing, and reading, as well as advancing knowledge of Japan related issues.
 Prerequisite: JAPN 1001 or equivalent.
 Offered: Spring.

- JAPN 2001 Intermediate Japanese I** (3-0-3)
 JAPN 2001 is a continuation of JAPN 1002 and includes intermediate grammar, expansion of vocabulary and continued practice in conversation, writing, and reading and further extension of Japan related issues.
 Prerequisite: JAPN 1002 or equivalent.
 Offered: Fall.
- JAPN 2002 Intermediate Japanese II** (3-0-3)
 JAPN 2002 is a continuation of JAPN 2001 and includes intermediate grammar, expansion of vocabulary and continued practice in conversation, writing and reading, and advancing knowledge of Japan related issues.
 Prerequisite: JAPN 2001 or equivalent.
 Offered: Spring.
- JOUR 1000 Journalism Practicum** (0-0-1)
 This course is a practicum through which students do the planning, research, writing, editing, and lay-out necessary to publish a newspaper. JOUR 1000 is open to students taking news writing and reporting and to students working on the school newspaper. JOUR 1000 may be taken each semester, but the credit does not substitute for other journalism courses required in the journalism degree program.
 NOTE: Only one hour of JOUR 1000 will count toward a degree.
 Prerequisite: JOUR 1110 or permission of the instructor.
 Offered: On demand.
- JOUR 1100 Introduction to Mass Communication (same as COMM 2230)** (3-0-3)
 JOUR 1100 is a survey of the field of mass communication, including newspapers, magazines, radio, television, cable television, and public relations and advertising, with emphasis on the historical development, current practices, and future trends of these media. This course is also listed as COMM 2230.
 Prerequisite: None.
 Offered: Fall and Spring.
- JOUR 1110 News Writing (same as COMM 2235)** (3-0-3)
 JOUR 1110 is an introductory course in writing for the mass media, with emphasis on gathering, writing, and reporting for newspapers and broadcast media. This course is also listed as COMM 2235.
 Prerequisite: ENGL 1101.
 Offered: Fall.

- JOUR 1111 Writing for Television, Radio, and the New Media** (3-0-3)
 Enrollment in journalism schools is up, but newspaper readership is declining. The future of journalism probably is in what is known as cross-platform, or multi-media, reporting. This course proposes to teach students, who have learned traditional methods of reporting in Journalism 1110, to write for a variety of genres and media. This class would include discussions of how and why journalism has evolved from newspapers and broadcast in the 20th century to newspapers, broadcast, cable, and the new Media in the 21st century. The course would also provide instruction and practice in writing for the New Media, which includes web sites, blogs, Twitter, Facebook, Digg.com, and others. Finally, the course includes a study of how people access, use, and produce news. Careful attention would be given to the interactive nature of today's reporting.
 Prerequisite: ENGL 1101.
 Corequisite: None.
 Offered: Spring semester.
- LEAD 1101 Leadership Development** (2-0-2)
 The purpose of the course is to help students identify the attributes of effective leaders so that they can build their leadership potential and develop skills that will be of benefit to them personally and in their chosen profession.
 Corequisite: Minimum COMPASS reading score of 74 or enrollment in READ 0099.
 Prerequisite: None.
 Offered: On demand.
- MATH 0097 Introductory Algebra** (4-0-4)
 MATH 0097 is an introductory algebra course designed for students with some mathematical background who need additional algebraic skills. Topics include fractions, decimals, signed numbers, linear equations, systems of equations in two variables, exponents, inequalities, polynomials, factoring, and graphing linear equations. Topics will be supported by appropriate technology. Exit requirement: A grade of "C" or better in the course.
 Placement: A score below 30 on the COMPASS Algebra Test.
 Offered: All semesters.
- MATH 0099 Intermediate Algebra** (4-0-4)
 MATH 0099 is a continuation of MATH 0097. Topics include linear equations and inequalities, factoring, polynomials, exponents, roots and radicals, rational expressions, complex numbers, quadratic equations, and basic elements of geometry. Topics will be supported by appropriate technology. Exit Requirement: A grade of "C" or better in the course and a Compass Algebra Test score of 37 or above.
 Placement: A score between 30 and 36 on the COMPASS Algebra Test or a CPC deficiency and a score of 37 or above on the COMPASS Algebra Test; or successful completion of MATH 0097.
 Offered: All semesters.

- MATH 1001 Quantitative Skills and Reasoning** (3-0-3)
 This course is an alternative in Area A of the Core Curriculum and is not intended to supply sufficient algebraic background for students who intend to take Precalculus, trigonometry, or the calculus sequence for mathematics and science majors. This course places quantitative skills and reasoning in the context of experiences that students will be likely to encounter. It emphasizes processing information in context from a variety of representations, understanding of both the information and the processing, and understanding which conclusions can be reasonably determined. A graphing calculator is required. MATH 1001 is a math course for non-science majors and may be used as a prerequisite to MATH 2205 and/or MATH 1145. Students receiving credit for MATH 1001 cannot receive credit for MATH 1101 or MATH 1111.
 Prerequisites: MATH 0099 or satisfactory score on math placement test.
 Offered: Every Semester.
- MATH 1105 Laboratory Clinical Math** (1-1-1)
 This course covers mathematical topics including probability, conversions, ratio and proportion, graphing, and basic statistical computation and application.
 Prerequisite: Admission to the Dental Hygiene Program.
 Offered: Fall.
- MATH 1111 College Algebra** (3-0-3)
 This course is a functional approach to algebra that incorporates the use of applied technology. Emphasis will be placed on the study of functions and their graphs, inequalities, and linear, quadratic, piece-wise defined, rational, polynomial, exponential, and logarithmic functions. Appropriate applications will be included. A graphing calculator is required. Students receiving credit for MATH 1111 cannot receive credit for MATH 1001.
 Prerequisite: MATH 0099 or satisfactory score on math placement test.
 Offered: All semesters.
- MATH 1112 Trigonometry** (3-0-3)
 This course covers trigonometric functions. The topics include identities, solutions of triangles, complex numbers, conics, and vectors. A graphing calculator is required. Students receiving credit for MATH 1112 cannot receive credit for MATH 1113.
 Prerequisite: MATH 1111 or consent of Division Chair.
 Offered: All semesters.
- MATH 1113 Pre-Calculus** (3-0-3)
 This course is designed to prepare students for calculus, physics, and related technical subjects. Topics include an intensive study of algebraic and transcendental functions accompanied by analytic geometry. A graphing calculator is required. Students receiving credit for MATH 1113 cannot receive credit for MATH 1112.
 Prerequisite: MATH 1111 or consent of Division Chair.
 Offered: Fall.
- MATH 1145 Survey of Calculus** (3-0-3)
 This is a survey of Calculus for students in non-science curricula. The topics include limits, derivatives, integrals, logarithmic and exponential functions. A graphing calculator is required. Students receiving credit for MATH 1145 cannot receive credit for MATH 1151.
 Prerequisite: MATH 1001, MATH 1111, or MATH 1113.
 Offered: Fall, Spring.

- MATH 1151 Calculus I with Geometry** (3-2-4)
This is the first of a three semester sequence in Calculus. Calculus I covers topics from analytical geometry, limits, derivatives of algebraic, trigonometric and exponential functions, and basic integration. A graphing calculator is required. Students receiving credit for MATH 1151 cannot receive credit for MATH 1145.
Prerequisite: MATH 1112 or MATH 1113 or consent of Division Chair.
Offered: Fall, Spring, Summer.
- MATH 2003 Algebra and Applications for Middle Grade Teachers** (3-0-3)
This course is designed for middle grade teachers. The course includes variable expressions; equations; inequalities; and linear, non-linear, and inverse functions. Applications will be included in each topic of discussion. A graphing calculator is required. This course does not satisfy any core curriculum requirement.
Restricted to Middle Grade Teachers.
Offered: On demand.
- MATH 2004 Number Sense for Middle Grade Teachers** (3-0-3)
This course is designed for middle grade teachers. The course includes sets of numbers, order relationships, numeration systems, divisibility properties of integers, prime and composite numbers, special sets of numbers and sequences, history of mathematics. Real world applications will be explored. This course does not satisfy any core curriculum requirement.
Restricted to Middle Grade Teachers.
Offered: On demand.
- MATH 2005 Probability and Statistics for Middle Grade Teachers** (3-0-3)
This course is designed for middle grade teachers. The course includes topics such as frequency distributions, graphing techniques, descriptive measures, counting techniques, probability, and simulation techniques. Applications will be included in each topic of discussion. A calculator will be required. This course does not satisfy any core curriculum requirement.
Restricted to Middle Grade Teachers.
Offered: On demand.
- MATH 2006 Geometry for Middle Grades Teachers** (3-0-3)
This course covers standard concepts from Euclidean Geometry including points, lines, and planes, plane and solid geometry, right-angle trigonometry, coordinate geometry, transformational geometry, logic, and measurement systems. This course does not satisfy any core curriculum requirements.
Restricted to Middle Grade Teachers.
Offered: On demand.

- MATH 2008 Foundations of Numbers and Operations** (3-0-3)
 This course is an Area F introductory mathematics course for early childhood education majors. This course will emphasize the understanding and use of the major concepts of number and operations. As a general theme, strategies of problem solving will be used and discussed in the context of various topics.
 Prerequisites: MATH 1001, MATH 1111, MATH 1112, or MATH 1113.
 Corequisites: None.
 Offered: Fall and Spring semesters. Summer semester if requested by Chair of Business and Social Science Division.
- MATH 2015 Probability and Statistics: SREB Middle Grades Series** (3-0-3)
 This course is designed for middle grade teachers. The course includes topics such as frequency distributions, graphing techniques, descriptive measures, counting techniques, probability, simulation techniques, normal distributions, and confidence intervals. Applications will be included in each topic of discussion. A calculator will be required.
 This course does not satisfy any core curriculum requirements.
 Prerequisites: Restricted to Middle Grade Teachers.
 Offered: On demand.
- MATH 2016 Geometry for Middle Trade Teachers SREB Mid Grades Series** (3-0-3)
 This course covers standard concepts from Euclidean Geometry including points, lines, and planes, plane and solid geometry, right-angle trigonometry, coordinate geometry, transformational geometry, logic, and measurement systems.
 This course does not satisfy any core curriculum requirements.
 Prerequisites: Restricted to Middle Grade Teachers.
 Offered: On demand.
- MATH 2023 Algebra and Applications for Special Education Teachers** (3-0-3)
 This course is designed for in-service special education teachers. The course includes variable expressions, equations, inequalities and linear, nonlinear and inverse functions. Applications will be included in each topic of discussion. A graphing calculator is required. This course does not satisfy any core curriculum requirement.
 Prerequisite: Restricted to in-service special education teachers.
 Offered: As required.
- MATH 2024 Number Sense for Special Education Teachers** (3-0-3)
 This course is designed for in-service special education teachers. The course includes sets of numbers, order relationships, numeration systems, divisibility properties of integers, prime and composite numbers, special sets or numbers and sequences, history of mathematics. Real world applications will be explored. This course does not satisfy any core curriculum requirement.
 Prerequisite: Restricted to in-service special education teachers.
 Offered: As required.
- MATH 2025 Probability and Statistics for Special Education Teachers** (3-0-3)
 This course is designed for in-service special education teachers. The course includes topics such as frequency distributions, graphing techniques, descriptive measures, counting techniques, probability, and simulation techniques. Applications will be included in each topic of discussion. A calculator will be required. This course does not satisfy any core curriculum requirement.
 Prerequisite: Restricted to in-service special education teachers.
 Offered: As required.

- MATH 2026 Geometry for Special Education Teachers** (3-0-3)
 This course is restricted to in-service special education teachers. The course covers standard concepts from Euclidean Geometry including points, lines, and planes, plane and solid geometry, right-angle trigonometry, coordinate geometry, transformational geometry, logic and measurement systems. This course does not satisfy any core curriculum requirement.
 Prerequisite: Restricted to in-service special education teachers.
 Offered: As required.
- MATH 2205 Introduction to Statistics** (3-0-3)
 This is an elementary course in descriptive and inferential statistics. Areas covered include frequency distributions, graphing techniques, the normal distribution, descriptive measures, probability, hypothesis testing, correlation, linear regression, and confidence intervals. A graphing calculator is required.
 Prerequisites: MATH 1001, MATH 1101, or MATH 1113 or consent of Division Chair.
 Offered: All semesters.
- MATH 2218 Linear Algebra** (3-0-3)
 Theory and applications of systems of linear equations, vector spaces, and linear transformations are covered. Fundamental concepts include: linear independence, basis and dimension, orthogonality, projections, least squares analysis solutions of inconsistent systems; matrices, eigenvalues, eigenvectors, and applications. A graphing calculator is required.
 Prerequisites: MATH 2252 or MATH 1151 with consent of Division Chair.
 Offered: On demand.
- MATH 2252 Calculus II** (3-2-4)
 This is the second of a three semester sequence in Calculus. Calculus II includes a continuation of techniques of integration, applications of integration, plane analytical geometry, parametric equations, Taylor's theorem, sequences and series. A graphing calculator is required.
 Prerequisite: MATH 1151 or consent of Division Chair.
 Offered: Fall and Spring.
- MATH 2253 Calculus III** (3-2-4)
 This is the third of a three semester sequence in Calculus. Calculus III includes vector valued functions, vector derivatives, curvature, geometry of space, partial differentiation, functions of several variables, vector analysis, multiple integration, and applications of multiple integration. A graphing calculator is required.
 Prerequisite: MATH 2252 or consent of Division Chair.
 Offered: Spring.
- MATH 2451 Mathematics I for Teachers** (3-0-3)
 This course is designed for teachers of mathematics I as outlined in the new Georgia Performance Standards. The mathematics content will prepare teachers to teach the content in units 4, 5, and 6. In depth problem solving and interdisciplinary applications will be covered. In addition, the Mathematics Frameworks material will be thoroughly explored. The course will also review prerequisite content needed to master content for Units 4 through 6.
 Prerequisites: In-Service Teachers.
 Corequisites: None.
 Offered: On demand.

MATH 2456 Mathematics I for Teachers, Part 1 (3-0-3)

This course is designed for teachers of Mathematics I as outlined in the new Georgia Performance Standards. The mathematics content will prepare teachers to teach the first part of Mathematics I. In depth problem solving and interdisciplinary applications will be covered. In addition, the Mathematics Frameworks material will be thoroughly explored. Students will explore and interpret the characteristics of functions, using graphs, tables, and simple algebraic techniques, understand and use the language of mathematical argument and justification, simplify and operate with radical expressions, polynomials, and rational expressions, solve simple equations, discover, prove, and apply properties of triangles, quadrilaterals, and other polygons.

This course is non-transferable and limited to in-service educators.

Prerequisite: Must be in-service educator.

Corequisite: None.

Offered: On demand.

MATH 2458 Mathematics I for Teachers, Part 2 (3-0-3)

This course is designed for teachers of Mathematics I as outlined in the new Georgia Performance Standards. The mathematics content will prepare teachers to teach the second part of Mathematics I. In depth problem solving and interdisciplinary applications will be covered. In addition, the Mathematics Frameworks material will be thoroughly explored. Students will discover, prove, and apply properties of triangles, quadrilaterals, and other polygons, determine the number of outcomes related to a given event, use the basic laws of probability, relate samples to a population, explore variability of data by determining the mean absolute deviation (the average of the absolute values of the deviations), explore and interpret the characteristics of functions, using graphs, tables, and simple algebraic techniques, solve simple equations, investigate properties of geometric figures in the coordinate plane.

This course is non-transferable and limited to in-service educators.

Prerequisite: Must be in-service educator.

Corequisite: none.

Offered: On demand.

MATH 2462 Mathematics II for Teachers, Part I (3-0-3)

This course is designed for teachers of mathematics II as outlined in the new Georgia Performance Standards. The mathematics content will prepare teachers to teach the first part of Mathematics II. In depth problem solving and interdisciplinary applications will be covered. In addition, the Mathematics Frameworks material will be thoroughly explored. Students will represent and operate with complex numbers, analyze quadratic functions in the forms $f(x)=ax^2+bx+c$ and $f(x)=a(x-h)^2+k$, solve quadratic equations and inequalities in one variable, identify and use special right triangles, define and apply sine, cosine, and tangent ratios to right triangles, understand the properties of circles, find and compare the measures of spheres.

This course is non-transferable and limited to in-service educators.

Prerequisite: Must be in-service educator.

Corequisite: None.

Offered: On demand.

- MATH 2464 Mathematics II for Teachers, Part 2** (3-0-3)
 This course is designed for teachers of mathematics II as outlined in the new Georgia Performance Standards. The mathematics content will prepare teachers to teach the first part of Mathematics II. In depth problem solving and interdisciplinary applications will be covered. In addition, the Mathematics Frameworks material will be thoroughly explored. Students will make informal inferences about population means and standard deviations using sample data, investigate step and piecewise functions, including greatest integer and absolute value functions, explore exponential functions, explore inverses of functions, investigate step and piecewise functions, including greatest integer and absolute value functions, determine an algebraic model to quantify the association between two quantitative variables.
 This course is non-transferable and limited to in-service educators.
 Prerequisite: Must be in-service educator.
 Corequisite: None.
 Offered: On demand.
- MESA 0099 MESA Orientation** (1-0-1)
 This course assists students in acquiring the knowledge and skills necessary to reach their educational objectives in engineering, mathematics, and science-related fields. Topics include: career decisions and strategies, educational and personal enrichment, study skills and habits, time management, academic preparation, and success in college. Field trips may be required. Students receive a pass/fail grade. RESTRICTED to MESA students; exceptions approved by the MESA Director. May serve as an elective for majors in the Science and Math Division.
 Prerequisites: None.
 Corequisites: None.
 Offered: Fall, Spring.
- MLTS 1160W Medical Laboratory Technology I** (3-0-3)
 An in-depth study of the sciences of hematology and body fluids analysis. It deals with the morphology of blood and blood-forming tissues, the principles of blood sample collections, and the composition and function of multiple body fluids. Physiology and pathology are emphasized.
 Prerequisite: Admission to the Medical Laboratory Technology Program or permission of the instructor.
 Corequisite: MLTS 1160L.
 Offered: Spring, online & traditional options.
- MLTS 1160L Medical Laboratory Technology I LAB** (0-3-1)
 The laboratory component of the course is utilized to develop skills and competencies required to perform laboratory analysis of blood and body fluids.
 Corequisite: MLTS 1160W.
 Offered: Spring.
- MLTS 1161W Medical Laboratory Technology II** (3-0-3)
 This course provides an introduction to the principles of immunology and provides the student with a concise and thorough guide to transfusion practices and immunohematology.
 Prerequisite: 1160W.
 Corequisite: 1161L.
 Offered: Summer, online & traditional options.

- MLTS 1161L Medical Laboratory Technology II LAB** (0-3-1)
 The laboratory component of the course is utilized to develop skills and competencies required to perform blood banking procedures and to maintain procedures for the efficient operation of a blood bank.
 prerequisite: 1161W.
 Offered: Summer.
- MLTS 1300 Introduction to Histology** (2-3-3)
 This course emphasizes the introductory study of basic histology. Structure and identification of tissue systems and organs is emphasized at the cellular level. The laboratory component is structured to enhance the student's knowledge of certain histological preparations of human and veterinary tissue. Identification of images is achieved through virtual microscopy.
 Prerequisite: Admission to the Histology Program or permission of the program director.
 Offered: Fall and Spring.
- MLTS 1310W Histology I** (3-0-3)
 This course emphasizes some of the competencies required to perform routine histological procedures. These would include tissue fixation, principles and application of microtomy, embedding techniques, laboratory operations, decalcification, solution preparation and processing.
 Prerequisites: Admission to Histology Program or permission of program director.
 Corequisites: MLTS 1310L.
 Offered: Fall and Spring.
- MLTS 1310L – History I Lab** (0-3-1)
 The course is a laboratory component complementary to MLTS 1310W. It is utilized to develop entry level skills required to perform non-staining histological procedures. Prerequisite: Admission to Histology Program or permission of program director. Corequisite: MLTS 1310W.
 Offered: Fall and Spring.
- MLTS 1320W Histology II** (2-0-2)
 This course emphasizes the fundamentals and clinical significance of routine and special histological staining procedures. The student will differentiate between different classes of special stains performed in a histology laboratory.
 Prerequisites: Admission to the Histology Program or permission of the program director.
 Corequisite: MLTS 1320L
 Offered: Fall and Spring.
- MLTS 1320L Histology II** (0-3-1)
 The laboratory component of the course is utilized to develop skills required to perform routine and special stains. Students will identify and provide clinical correlation of routine and special stains.
 Prerequisites: MLTS 1300 or permission of the program director.
 Corequisite: MLTS 1320W.
 Offered: Fall and Spring.

- MLTS 1330 Histology III** (0-3-1)
 Students practice histotechnology procedures in a supervised histology lab setting. The laboratory component of the course is utilized to develop skills and competencies required to perform routine and special histology procedures.
 Prerequisites: Admission to the Histology Program.
 Offered: Fall and Spring.
- MLTS 1340 Histology IV** (0-30-5)
 This course is the practicum designed to enhance and refine techniques taught in the first semester. Students are required to complete at least 300 clinical hours in an approved affiliate histology laboratory. Orientation to departmental and institutional policies and procedures is required.
 Prerequisites: MLTS 1300W, MLTS 1320W, MLTS 1300, MLTS 1310L, MLTS 1320L, MLTS 1330 or permission of the program director.
 Corequisites: None.
 Offered: Spring and Summer.
- MLTS 1350 Histology V** (2-0-2)
 A study of immunohistochemistry procedures and interpretations.
 Prerequisites: MLTS 1300, MLTS 1310W, MLTS 1320W, MLTS 1310L, MLTS 1320L and MLTS 1330 or permission of the program director.
 Offered: Spring and Summer.
- MLTS 1360 Histology VI** (1-0-1)
 Seminars in Histology: Various professional topics are presented for discussion including board exam reviews, professionalism, laboratory information systems and management principles.
 Prerequisites: MLTS 1300, MLTS 1310W, MLTS 1320W, MLTS 1310L, MLTS 1320L and MLTS 1330 or permission of the program director.
 Offered: Spring and Summer.
- MLTS 2010W Medical Laboratory Technology III** (2-0-2)
 This course is a study of parasites, bacteria, viruses, mycobacteria, fungi, and their relationship to human disease states. Discussion is centered on the cultivation, methods of identification, antimicrobial susceptibility testing and serological diagnosis.
 Prerequisite: BIOL 1115.
 Offered: Fall, traditional & online options.
- MLTS 2010L Medical Laboratory Technology III LAB** (0-6-2)
 The laboratory component of the course develops the skills and competencies required to perform the diagnostic procedures.
 Prerequisite: MLTS 2010W.
 Offered: Fall.
- MLTS 2020W Medical Laboratory Technology IV** (3-0-3)
 An in-depth study of analytical techniques utilized to measure the biochemical entities of blood and various body fluids. The correlation of test results to human physiology and pathology is emphasized.
 Prerequisite: CHEM 1212K.
 Offered: Fall, traditional & online options.

- MLTS 2020L Medical Laboratory Technology IV LAB** (0-3-1)
 The laboratory component is used to develop the skills and competencies required to operate and standardize the instruments utilized in the performance of chemical tests. The use of quality control is emphasized.
 Prerequisite: MLTS 2020W.
 Offered: Fall.
- MLTS 2630 Medical Laboratory Technology Externship** (0-36-18)
 Students are introduced to the clinical laboratory in an affiliate clinical laboratory setting. The students receive an orientation to each department and an introduction to hospital policies and procedures. Each student rotates through appropriate departments and is allowed to demonstrate and develop their skills and competencies in blood bank, hematology, microbiology, chemistry, phlebotomy, and body fluid analysis under the supervision of the laboratory staff instructor.
 Corequisite: MLTS 2670.
 Prerequisites: MLTS 1160, MLTS 1161, MLTS 2010, MLTS 2020.
 Offered: Fall.
- MLTS 2670 Seminars in Medical Laboratory Science** (1-0-1)
 Seminar presentations on various topics related to medical laboratory science (topic reviews for board exams, professionalism, laboratory information systems, case presentations and/or other).
 Corequisite: MLTS 2630.
 Offered: Fall, traditional & online options.
- MUSC 1080 College Concert Band** (0-0-1)
 This course involves the study, rehearsal, and concert performance of literature for band. This course involves a performance ensemble open to college students and community members. Repertory is consistent with proficiency levels of participants, but is challenging. May be taken each semester. Required of woodwind, brass, and percussion music majors as their performance ensemble during enrollment. Additional rehearsals may be announced by the instructor.
 Prerequisite: Ability to play a band instrument at college level.
 Offered: Fall, Spring.
- MUSC 1090 College Choir** (0-0-1)
 This course involves the study, rehearsal, and concert performance of literature for choir. It's open to all students who enjoy singing. Repertory includes wide range of choral music representing all styles and periods. Extra rehearsals called at the discretion of the director. May be taken each semester.
 Prerequisite: None.
 Offered: Fall, Spring.

- MUSC 1100 Music Appreciation** (3-0-3)
 The course is an introduction to music history and literature. No musical background is required. Students expand knowledge in order to appreciate and understand a wide variety of musical styles. This course examines the evolution of Western art music from the earliest days of civilization to the present. The course is designed to arouse students' interest in music as art and to develop their ability to understand it and respond to it. The course offers opportunities to hear recorded music in class and to experience live music in concerts. MUSC 1100 and FIAR 2250 are related courses; only one can count toward graduation.
 Prerequisites: None.
 Offered: On demand.
- MUSC 1101 Elementary Music Theory I** (1-2-2)
 This course is a study of rhythm and its notation. Pitch and its notation, scales, keys, modes, and intervals, harmony (triads, chords, root positions, figured bass conventions). Harmonic analysis techniques, cadences, aspects of melodic construction, and voice leading principles.
 Prerequisite: None.
 Offered: Fall.
- MUSC 1102 Elementary Music Theory II** (1-2-2)
 This course is a study of voice leading principles (review), functional tonality, seventh chords, and form.
 Prerequisite: MUSC 1101.
 Offered: Spring.
- MUSC 1110 Applied Music for Non-Music Majors and Majors Wishing to Study a Secondary Area** (0-0-.5)
 A one-half hour private lesson each week and at least 2.5 practice hours per week, leading to basic proficiency and performance of standard repertoire. Students may take MUSC 1110 each semester until they complete the objectives of the course. MUSC 1110 does not satisfy the applied music requirement for a degree in music.
 Prerequisite: None.
 Offered: All semesters.
- MUSC 1111 Applied Music for Non-Music Majors** (0-0-1)
 A one hour private music lesson each week and at least five practice hours per week, leading to basic proficiency and performance of standard repertoire. Students may take MUSC 1111 each semester until they complete the objectives of the course. MUSC 1111 does not satisfy the applied music requirement for a degree in music.
 Prerequisite: None.
 Offered: On demand.

- MUSC 1113 Class Voice** (1-0-1)
 Class singing instruction designed for students who have little or no prior individual vocal instruction. The class introduces the student to beginning vocal technique in such areas as posture, breath management, correct vowel formation, English and Italian diction, rhythm, and pitch. The course also includes instruction in practicing and preparing songs for public performance. Students are expected to sing individually as well as with the group during class time and for the final exam. All music will be performed during class or during the scheduled final exam. No public performance is required. Students may repeat this class for credit until they complete the objectives of the course. Class voice does not satisfy the applied music requirement for a degree in music.
 Prerequisite : None.
 Corequisite : None.
 Offered: On demand.
- MUSC 1152 Instrumental Ensemble** (0-0-1)
 A performing ensemble open to college students and community members. Repertoire includes all types of traditional selections in accordance with proficiency levels of participants, but is challenging.
 Prerequisite: Ability to play a band instrument.
 Offered: Fall and Spring.
- MUSC 1153 Vocal Ensemble** (0-0-1)
 A performance ensemble with limited enrollment determined by audition. Repertoire includes traditional and contemporary selections in accordance with proficiency levels of participants. This performing ensemble dedicated to the study of choral music.
 Prerequisite: Audition, or approval of instructor.
 Corequisite: Enrollment in MUSC 1090.
 Offered: Fall and Spring.
- MUSC 1171 Class Piano** (0-0-1)
 Designed to enable the music major to successfully complete the piano proficiency exam required for graduation. Students should enroll in MUSC 1171 in successive semesters until all items of the exam are complete. Only music majors may enroll.
 Prerequisite: None.
 Offered: All semesters.
- MUSC 1172 Sight-Singing/Ear Training** (1-1-1)
 This course is designed to develop sight-singing skills involving ear-training and rhythmic studies. Course components include sight-singing, melodic and harmonic dictation, and rhythmic exercises. Students are expected to sing with the class and alone as assigned. This course is designed to enable the music major to successfully complete the sight-singing/ear training proficiency exam required for graduation. The student should enroll in MUSC 1172 in successive semesters until all items of the proficiency exam are completed.
 Prerequisite: None.
 Corequisite: None.
 Offered: All semesters.

- MUSC 1182 Seminars in Church Music I** (1-2-2)
 This course is an introduction to church music for students pursuing a Church Music Certificate. Students expand their knowledge of church music related topics for understanding and future application in the church environment. Students study, prepare, and refine various skills required of the position of Church Music Director/Leader. Presentations of church music related topics and areas of interests will be conducted. This course is limited to students in the Church Music Certificate Program.
 Prerequisite: None.
 Offered: Fall.
- MUSC 1183 Seminars in Church Music II** (1-2-2)
 This course advances development and skills in church music for students pursuing a Church Music Certificate. Students expand their knowledge of church music related topics for understanding and future application in the church environment. Students study, prepare, advance, and refine various skills required of the position of church Music Director/Leader. Presentations of church music related topics and areas of interests will be conducted. This course is limited to students in the Church Music Certificate Program.
 Prerequisite: MUSC 1182.
 Offered: Spring.
- MUSC 2201 Advanced Music Theory I** (1-2-2)
 This course is a study of borrowed chords, secondary dominants, secondary seventh chords, and analysis of small forms.
 Prerequisite: MUSC 1102. Offered: Fall.
- MUSC 2202 Advanced Music Theory II** (1-2-2)
 This course is a study of neapolitan and augmented sixth chords and other chromatic chord forms, chords of the ninth, eleventh, and thirteenth, and advanced modulation. Harmonic techniques of the classical period, Sonata form, the Rondo, nineteenth century harmonic developments, twentieth century compositional techniques, and recent musical developments will also be introduced.
 Prerequisite: MUSC 2201.
 Offered: Spring.
- MUSC 2211 Applied Music for Music Majors Only** (0-0-1)
 Designed for music majors. A one-hour private music lesson each week leading to advanced technical proficiency and performance of advanced solo literature. Students learn repertoire necessary for transfer into a music baccalaureate degree program. Students may take the course each semester until they complete the objectives of the course. A minimum of five hours of practice a week is required.
 Corequisite: MUSC 1090 (Voice Majors) or permission of program director; or MUSC 1080 (Instrumental majors) or permission of program director; or MUSC 1080 or 1090 (Guitar and Piano majors) or permission of program director.
 Prerequisite: None.
 Offered: All semesters.

- MUSC 2212 Applied Music for Music Majors Only** (0-0-1)
 Designed for music majors. A one-hour private music lesson each week leading to advanced technical proficiency and performance of advanced solo literature. Students learn repertoire necessary for transfer into a music baccalaureate degree program. Students make take the course each semester until they complete the objectives of the course. A minimum of five hours of practice a week is required.
 Corequisite: MUSC 1090 (Voice Majors) or permission of program director; or MUSC 1080 (Instrumental majors) or permission of program director; or MUSC 1080 or 1090 (Guitar and Piano majors) or permission of program director.
 Prerequisite: MUSC 2211, MUSC 1101, MUSC 1102.
 Offered: All semesters.
- MYTH 1000 Introduction to Mythology** (1-0-1)
 MYTH 1000 is a study of the mythology of a selected culture. Discussions will include allusions to mythological tales and figures found in culture, literature, and the arts, as well as the function of myth in society.
 Prerequisite: None.
 Offered: On demand.
- NURS 1101 Fundamentals of Nursing** (3-6-5)
 This course provides a fundamental foundation for the professional of nursing. The adult learner will be exposed to patient centered care model, teamwork, evidence-based practice and informatics. Principles of medication calculation and safe administration are emphasized. Development of personal responsibility and ethical behavior related to the profession of basic nursing skills will be acquired through supervised lab performance and selected clinical rotations.
 Prerequisites: Admission to the Nursing program.
 Corequisites: BIOL 2111K and NURS 1105.
 Offered: Every semester.
- NURS 1105 Pharmacology for Nurses** (begins Fall, 2009) (1-0-1)
 Pharmacology for Nurses provides a basic foundation of knowledge necessary for the safe administration of medications in nursing practice. The course encompasses drug classifications, actions, therapeutic dosages, side effects and patient education of selected medications. The important of interdisciplinary collaboration, informatics, evidence-based practice and accurate calculation of appropriate dosages in various measurement systems are stressed.
 Prerequisites: Admission to Nursing Program.
 Corequisite: BIOL 2111K.
 Offered: Every semester.
- NURS 1111 Adult Health I** (4-9-7)
 The course emphasizes quality and safety in nursing education core competencies, as it relates to the provision of patient centered care to people experiencing respiratory, circulatory, renal, digestive, endocrine, musculoskeletal, and neurological alterations. Development of personal responsibility and ethical behavior is acquired through supervised lab performance and clinical experiences with selected patients.
 Prerequisites: BIOL 2111K, NURS 1101, and NURS 1105 with grades of "C" or better.
 Corequisite: BIOL 2112K.
 Offered: Every semester.

- NURS 1112 Adult Health II** (4-9-7)
 Adult nursing II places emphasis on the adult learner's development of increasing knowledge and personal responsibility and ethical behavior in the care of adult patients. Common health care alterations which are chronic in nature and that may require surgical intervention are emphasized. Supervised clinical experiences provide adult learners with opportunities to refine safe, ethical nursing practice.
 Prerequisite: NURS 1111 and BIOL 2112K with a grade of "C" or better.
 Corequisite: NURS 2117.
 Offered: Every semester.
- NURS 1301 Fundamentals of Nursing (Health Care Professional Bridge)** (2-3-3)
 This course provides a fundamental foundation for the profession of nursing. The adult learner will be exposed to patient centered care model, teamwork, evidence-based practice and informatics. Principles of medication calculation and safe administration are emphasized. Development of personal responsibility and ethical behavior related to the profession of basic nursing skills will be acquired through supervised lab performance and selected clinical rotations.
 Prerequisites: Admission to Health Care Professional Bridge and BIOL 2111K.
 Corequisite: NURS 2313.
 Offered: Fall B Term annually.
- NURS 1311 Adult Health (Health Care Professional Bridge)** (5-9-8)
 The course emphasizes quality and safety in nursing education core competencies, as it relates to the provision of patient centered care to people experiencing respiratory, circulatory, renal, digestive, endocrine, musculoskeletal, and neurological alterations. Common health care alterations which are chronic in nature and that may require surgical intervention are emphasized. Development of personal responsibility and ethical behavior is acquired through supervised lab performance and clinical experiences with selected patients.
 Prerequisites: NURS 1301 and NURS 2313 and BIOL 2112K with grades of "C" or better.
 Corequisite: NURS 1105.
 Offered: Spring.
- NURS 2111 Nursing Care of Women and Children** (6-6-8)
 Using a holistic approach, NURS 2111 explores the roles of the nurse in safely providing quality care to meet the needs of families who have children within an interdisciplinary structure of care. Applies principles of health promotion from the preconception period through adolescence and examines human growth, development, and responses to health deviation during these periods in the life cycle. Classroom and clinical instruction involves providing nursing care to antepartal, intrapartal, postpartal, and pediatric patients and incorporating evidence based practice and previously learned knowledge and skills.
 Prerequisites: NURS 1112 and NURS 2117 with grades of "C" or better.
 Corequisite: NURS 2113.
 Offered: Every semester.

- NURS 2113 Psychiatric Nursing** (1-6-3)
 This course focuses on the physiological, emotional, behavioral and sociocultural aspects of mental health and mental illness. The nurse's role as a collaborative member of the behavioral health team is introduced. The clinical rotations give the adult learner the opportunity to apply this knowledge to provide safe, effective patient centered care in a therapeutic milieu.
 Prerequisites: NURS 1112 with grades of "C" or better.
 Corequisite: NURS 2111.
 Offered: Every semester.
- NURS 2115 Adult Health III** (4-12-8)
 The final course in the Nursing program is designed to emphasize care of patients with complex acute as well as chronic multisystem disorders, and medical-surgical alterations. Supervised clinical experiences in high acuity unit will facilitate continued growth of student's professional practice. Supervised leadership roles in the clinical arena are provided for the students to enhance their management skill while directing their colleagues in providing safe patient care that meets entry level standards.
 Prerequisites: Completion of NURS 2111 with a grade of "C" or better and completion of all core courses.
 Offered: Every semester.
- NURS 2117 Leadership** (1-0-1)
 Emphasis is placed on the introduction of the fundamental principles of leadership & management responsibilities for the entry level registered nurse. Topics will include but not limited to such practice issues as: patient safety & quality care, effective delegation & supervision, communication, collaborative care, informatics, quality improvement. Nursing research & evidence based practice is also included.
 Prerequisites: NURS 1111 with Grade of "C" or better.
 Corequisite: NURS 1112 or 2311.
 Offered: Every semester.
- NURS 2311 Nursing Care of Women and Children (Health Care Professional Bridge)** (4-6-6)
 Using a holistic approach, NURS 2311 explores the roles of the nurse in safely providing quality care to meet the needs of families who have children within an interdisciplinary structure of care. Applies principles of health promotion from the preconception period through adolescence and examines human growth, development, and responses to health deviation during these periods in the life cycle. Classroom and clinical instruction involves providing nursing care to antepartal, intrapartal, postpartal, and pediatric patients and incorporating evidence based practice and previously learned knowledge and skills.
 Prerequisites: NURS 1311 and NURS 2313 with grades of "C" or better.
 Corequisite: NURS 2115.
 Offered: Summer semester.
- NURS 2313 Psychiatric Nursing (Health Care Professional Bridge)** (1-3-2)
 This course focuses on the physiological, emotional, behavioral and sociocultural aspects of mental health and mental illness. The nurse's role as a collaborative member of the behavioral health team is introduced. The clinical rotations give the adult learner the opportunity to apply this knowledge to provide safe, effective patient centered care in a therapeutic milieu.
 Prerequisites: Admission to Health Care Professional Bridge and BIOL 2111K.
 Corequisite: NURS 1301. Offered: Fall B Term annually.

- OCEX 2290 Occupational Experience** (1-0-1); (2-0-2); (3-0-3)
 Directed work experience with a business firm, government agency, or other organization under the Cooperative Education program in an area of a student's preparation and interest. Cooperative Education may or may not count toward degree requirements. Check your program in the College catalog or seek help from a faculty member in your major department.
 Prerequisite: Completion of 9 semester hours with a 2.00 GPA & approval of instructor. Offered: All semesters.
- OTAS 1100 Introduction to Occupational Therapy** (2-3-3)
 The following concepts will be presented: Functional definitions of occupational therapy; the history of occupational therapy, philosophy, and ethics; the roles of occupational therapy professionals; and differentiation of occupational therapist and occupational therapy assistant responsibilities, the reimbursement for O.T. services and professional credentialing. An overview of the particular patient populations which an occupational therapy assistant might interact with is given. Specific types of treatment settings are explored in detail, with the scope of OTA practice examined, including the research data gathering role. Awareness of local and national occupational therapy organizations is emphasized. Demonstrated professional behaviors are encouraged
 Corequisites: OTAS 1105, ALHE 1115.
 Prerequisite: ALHE 1120 and admission to OTA program.
 Offered: Fall.
- OTAS 1104 Introduction to Disease Conditions** (2-0-2)
 The basic pathology of common disease conditions is examined. The effect of disease on each body system is studied, emphasizing etiology, diagnosis, prognosis, prevention, occupational therapy treatment methods, and precautions. The effects of pathology of disease across life-span occupational performance is presented.
 Corequisites: OTAS 1100, OTAS 1105, ALHE 1115.
 Prerequisite: ALHE 1120 and admission to OTA program.
 Offered: Fall.
- OTAS 1105 Patient Care Skills for the OTA** (1-3-2)
 Introduction of concepts and procedures of patient care in occupational therapy. Topics include patient positioning and draping, body mechanics, patient transfers, vital signs monitoring, infection control, aseptic techniques, therapeutic exercise, ADA awareness, confidentiality, adjustment and maintenance of assistive equipment, and safety.
 Corequisites: OTAS 1100, ALHE 1115.
 Prerequisite : ALHE 1120 and admission to OTA program.
 Offered: Fall.
- OTAS 1111 Functional Anatomy and Kinesiology** (2-6-4)
 Analysis of human movement and its impact on function through the integration of biomechanics, kinesiology and applied anatomy. Principles will be reinforced through a problem-solving approach for understanding movement. Goniometric measurements and manual muscle testing of the upper and lower extremities, trunk, and head will be included.
 Corequisites: OTAS 1100, OTAS 1104, OTAS 1105, ALHE 1115.
 Prerequisite: ALHE 1120 and admission to OTA program.
 Offered: Fall.

- OTAS 1121 Therapeutic Media** (1-3-2)
Lecture and laboratory course emphasizing basic media and activities in a therapeutic setting. Focus is placed in lecture sessions on activity analysis. Laboratory focus is based on application of analysis to therapeutic intervention situations. Skill attainment in relation to the actual process of different media tasks will be encouraged.
Corequisites: OTAS 1145.
Prerequisites: OTAS 1100, OTAS 1105, ALHE 1115.
Offered: Spring.
- OTAS 1131 Physical Function in Occupation I** (2-6-4)
The role of the OTA in the evaluative process, treatment, documentation, and reassessment is presented. Recognition of specific skills related to adaptive procedures and the grading of tasks for maximized patient gains is examined. Treatment techniques and considerations for specific patient populations with physical dysfunction related issues are presented.
Corequisites: OTAS 1121, OTAS 1140, OTAS 1145.
Prerequisites: OTAS 1100, OTAS 1104, OTAS 1105, OTAS 1111, ALHE 1115, OTAS 1121.
Offered: Spring.
- OTAS 1132 Physical Function in Occupation II** (3-3-4)
A continuation of the OTS 1131 course. Emphasis is placed upon the OTA in the evaluative process, treatment role, and documentation for the patient population related to physical dysfunction. The role of the OTA across the continuum of care is viewed. Systematic examination of the OTA in the treatment process and appropriate problem-solving is encouraged. Level I fieldwork is a component part of this course offering.
Corequisites: OTAS 2200, OTAS 2250, OTAS 2260, ALHE 2050.
Prerequisites: OTAS 1100, OTAS 1104, OTAS 1105, OTAS 1111, OTAS 1115, OTAS 1121, OTAS 1131, OTAS 1140, OTAS 1145, ALHE 1115.
Offered: Summer.
- OTAS 1140 Psychosocial Function in Occupation** (2-3-3)
Etiology, diagnosis, and treatment of psychiatric conditions encountered in the clinical setting by Occupational Therapy Assistants. Occupational therapy treatment techniques for remediation and prevention across the life-span continuum are covered. Recognition of the use of psychotropic medications in psychiatric treatment and corresponding possible side effects are studied. Level I fieldwork observations and field trips will be part of this course.
Corequisites: OTAS 1121, OTAS 1131, OTAS 1145.
Prerequisites: OTAS 1100, OTAS 1104, OTAS 1105, OTAS 1111, ALHE 1115, OTAS 1121.
Offered: Spring.

- OTAS 1145 Developmental Function in Occupation** (2-3-3)
Examination of the process of evaluation, treatment, and documentation for the OTA in settings working with a caseload involving developmental dysfunction. Emphasis is placed on developmental factors across ages and populations. Adaptive coping techniques and skills will be explored, with focus on practical problem-solving. Level I fieldwork placement will be a component part of this course offering.
Corequisites: OTAS 1121.
Prerequisites: OTAS 1100, OTAS 1105, ALHE 1115, OTAS 1121.
Offered: Spring.
- OTAS 2200 Assistive Techniques and Technologies** (2-3-3)
The use and modification of adaptive devices and equipment is studied. Creative problem-solving regarding specific medical conditions is encouraged through the development of adaptive equipment. Proper patient positioning in the therapeutic and home environment is examined. Further development of static and dynamic splinting skill techniques for diverse patient treatment needs will be learned. The ability to analyze and problem-solve regarding overcoming environmental barriers is fostered. Issues related to increasing safety and functional mobility are explored.
Corequisites: OTAS 1132, OTAS 2250, OTAS 2260, ALHE 2050.
Prerequisites: OTAS 1104, OTAS 1105, OTAS 1111, OTAS 1115, OTAS 1121, OTAS 1131, OTAS 1140, OTAS 1145, ALHE 1115.
Offered: Summer.
- OTAS 2250 Therapeutic Groups for OTA** (1-3-2)
A lecture and laboratory course designed to develop skills for group leadership in the diverse practice areas of occupational therapy. Techniques for therapeutic group treatment in relevant health care practice areas will be presented. Groups related to patient education will be covered in this course offering. Emphasis will be placed upon the therapeutic use of self in the group treatment process. An environment conducive to experiential learning, with the student actively practicing group leadership skills, will be fostered. Knowledge developed in the Psychosocial Dysfunction and Treatment course, OTAS 1140, and the Personal and Professional Development course, OTAS 2100, will be applied in this setting.
Corequisites: OTAS 1132, OTAS 2200, OTAS 2260, ALHE 2050.
Prerequisites: OTAS 1104, OTAS 1105, OTAS 1111, OTAS 1115, OTAS 1121, OTAS 1131, OTAS 1140, OTAS 1145, ALHE 1115.
Offered: Summer.

OTAS 2260 Treatment Methods for the OTA (1-3-2)

This course enables the student to apply specialized occupational theory, skills, and concepts learned in the didactic coursework to the clinic. Topics include common diagnoses seen, treatment environments, and treatments for areas of occupation including ADL, IADL, education, work, play, leisure, and social participation. Students will be required to develop applications for enabling function for mental health and physical well-being through occupational therapy assessment/evaluation, intervention, and patient/client education. Techniques and applications used in traditional and non-traditional practice settings will be explored. Students will develop an awareness of activity demands, contexts, adapting, grading, and safe implementation of occupations or activities. Course will also create a discussion forum addressing events, skills, knowledge, and/or behaviors related to the practice environment. This will include legal and ethical behavior, safety practices, interpersonal and teamwork skills, and appropriate written and verbal communication skills using the terminology of the occupation. Test-taking strategies for certification exams and the process for getting licensed will also be presented.

Corequisites: OTAS 1132, OTAS 2200, OTAS 2250, ALHE 2050.

Prerequisites: OTAS 1104, OTAS 1105, OTAS 1111, OTAS 1121, OTAS 1131, OTAS 1140, OTAS 1145.

Offered: Summer.

OTAS 2400 Fieldwork Experience Level II (0-80-6)

The OTA student, having completed the didactic learning portion of the curriculum, is assigned one 16 week internship. The fieldwork program involves the student in experiences with clients, patients, therapists, and others in the health care community. Participation in Level II fieldwork placements allows application of classroom theory and academic knowledge base. Fieldwork will be available in a variety of settings providing opportunities for experience with diverse patient/client populations. The student fieldwork intern will experience various service delivery models reflective of current practice in the profession. Fieldwork internships are carried out in accordance with contractual agreements with health care facilities. Level II fieldwork internships are an integral part of the educational process and must be successfully completed within 18 months of the end of didactic course work.

Prerequisite: Completion of all didactic course work.

Offered: Fall.

OTAS 2410 Fieldwork Experience Level II A (0-40-3)

Full-time fieldwork experience following the completion of all didactic course work. The fieldwork program involves students in experiences with clients, patients, therapists, and others in the health care community. Participation in Level II fieldwork placements allows application of classroom theory and academic knowledge base. The fieldwork will be available in various settings providing opportunities for experience with diverse patient/client populations. The student fieldwork intern will experience various service delivery models reflective of current practice in the profession. Fieldwork internships are carried out in accordance with contractual agreements with health care facilities. Level II fieldwork internships are an integral part of the educational process and must be successfully completed within 18 months of the end of the didactic course work.

Prerequisite: Completion of all didactic course work.

Offered: Fall.

- OTAS 2420 Fieldwork Experience Level II B** (0-40-3)
Full-time fieldwork experience following the completion of all didactic course work. The fieldwork program involves students in experiences with clients, patients, therapists, and others in the health care community. Participation in Level II fieldwork placements allows application of classroom theory and academic knowledge base. The fieldwork will be available in various settings providing opportunities for experience with diverse patient/client populations. The student fieldwork intern will experience various service delivery models reflective of current practice in the profession. Fieldwork internships are carried out in accordance with contractual agreements with health care facilities. Level II fieldwork internships are an integral part of the educational process and must be successfully completed within 18 months of the end of the didactic course work.
Prerequisite: Completion of all didactic course work.
Offered: Fall.
- PARA 1110 Introduction to the Paralegal Profession** (3-0-3)
This course introduces the paralegal profession and the structure, function, and procedures of the legal system. Courtroom procedures, preparation of documents, case analysis, legal reasoning, career opportunities, certification, and professional affiliations will be explored with an emphasis on issues of ethics and confidentiality.
Corequisite: Minimum COMPASS reading score of 74 or enrollment in READ 0099.
Prerequisite: None.
Offered: Fall.
- PARA 1120 The Understanding of Law** (3-0-3)
This course provides an introduction to the substantive areas of law, including contracts, property, torts, estates and probate, and criminal law, with an emphasis on developing practical paralegal skills. Students will analyze complex factual scenarios and will develop basic legal research and writing skills.
Corequisite: Minimum COMPASS reading score of 74 or enrollment in READ 0099.
Prerequisite: None.
Offered: Fall semester, odd years.
- PARA 1130 Legal Research and Writing** (3-0-3)
This course provides an introduction to legal research techniques using primary and secondary authorities and writing various legal documents. Students will develop legal research skills through the use of traditional resources and computerized legal research software. Preparation and writing legal briefs and other documents relating to legal research will be emphasized.
Corequisite: Minimum COMPASS reading score of 74 or enrollment in READ 0099.
Prerequisite: PARA 1110 or permission of program director.
Offered: Spring.

- PARA 1140 Litigation and Trial Practice** (3-0-3)
This course presents fundamental concepts and procedures of civil litigation including the rules of civil procedure, rules of evidence, and common law principles with an emphasis on the role of the paralegal. Students will explore all phases of litigation, including discovery, trial preparation, alternative dispute resolution, and post-trial issues while focusing on their role and ethical obligations as members of a litigation team.
Corequisite: Minimum COMPASS reading score of 74 or enrollment in READ 0099.
Prerequisite: PARA 1110 or permission of program director.
Offered: Spring Semester, even years.
- PARA 1150 Real Estate Law** (3-0-3)
This course provides an overview of the substantive law of real property and offers an examination of the procedural and practical aspects of property law with an emphasis on the role of the paralegal and the preparation of forms common to real estate transactions. A comprehensive overview of recording statutes, title abstracting, title insurance, surveys, mortgages, leases, deeds of trust, and closings are provided.
Corequisite: Minimum COMPASS reading score of 74 or enrollment in READ 0099.
Prerequisite: PARA 1110 or permission of program director.
Offered: Spring Semester, odd years.
- PARA 1160 Wills, Trusts, and Estates** (3-0-3)
This course presents fundamental concepts of the law of wills, trusts, and estate administration with an emphasis on the role of the paralegal. Students will examine the procedures, techniques, and the substantive law and will be exposed to legal documents commonly used in the administration of wills, trusts, and estates.
Corequisite: Minimum COMPASS reading score of 74 or enrollment in READ 0099.
Prerequisite: PARA 1110 or permission of program director.
Offered: Fall Semester, even years
- PARA 2110 Family Law** (3-0-3)
This course introduces principles, trends, and laws governing domestic relations, including the topics of marriage, annulment, divorce, alimony, child custody, property division, adoption, and other related topics, with an emphasis on the paralegal's role. Students will develop legal skills through mock exercises and case documentation and will examine court proceedings and ethical issues relevant to family law.
Corequisite: Minimum COMPASS reading score of 74 or enrollment in READ 0099.
Prerequisite: PARA 1110, or permission of program director.
Offered: Fall semester, every other odd year.

PARA 2120 Contract Law (3-0-3)

This course provides an introduction to the fundamental concepts of contract law with an emphasis on the paralegal's role. Topics will include formation, performance, and enforcement of contracts under the common law and the Uniform Commercial Code, breaches of contracts, and available remedies. There will be an examination of specific contracts and draft documents that are the subject of frequent litigation. Students will develop legal skills through case documentation and will examine court proceedings and ethical issues relevant to contract law.

Corequisite: Minimum COMPASS score of 74 or enrollment in READ 0099.

Prerequisite: PARA 1110, or permission of program director.

Offered: Spring semester, every other even year.

PARA 2130 Bankruptcy Law (3-0-3)

This course provides an overview of the laws of bankruptcy and the rights of creditors and debtors with an emphasis on the paralegal's role. Topics will include relevant common law and statutory laws, bankruptcy, and reorganization from both a creditor and debtor perspective. Students will develop legal skills through case documentation and will examine court proceedings and ethical issues relevant to bankruptcy law.

Corequisite: Minimum COMPASS score of 74 or enrollment in READ 0099.

Prerequisite: PARA 1110, or permission of program director.

Offered: Fall semester, every other even year.

PARA 2140 Employment Law (3-0-3)

This course provides an overview of employment and labor law with an emphasis on the paralegal's role. Topics will include contract negotiations, contracts of employment, governmental regulations, discrimination issues, and worker's compensation. Students will develop legal skills through case documentation and will examine court proceedings and ethical issues relevant to employment and labor law. Minimum COMPASS reading score of 74 or enrollment in READ 0099.

Prerequisite: PARA 1110 or permission of program director.

Offered: Spring semester, every other odd year.

PARA 2150 Paralegal Certification Review (1-0-1)

This one-hour course provides a comprehensive review of relevant material for the paralegal student who will pursue national certification by examination. Students will be provided with tips for studying and will utilize sample tests and other tools to prepare for the national certification examination.

Prerequisite: Completion of at least six PARA courses or permission of program director.

Offered: On demand.

- PARA 2160 Special Topics in Paralegal Studies** (3-0-3)
 This course provides students with an opportunity to study selected advanced topics or current issues in the law relevant to paralegal students. Students may repeat this course as long as different topics are offered and as long as they do not exceed the maximum number of hours permitted. A maximum of six credit hours in special topics may be applied toward program graduation requirements in the associate of Applied Science Degree. A maximum of three credit hours in special topics may be applied toward the certificate.
 Prerequisite: PARA 1110 or permission of program director.
 Offered: Summer semester, or as needed.
- PARA 2164 Criminal Law and Procedure** (3-0-3)
 This course provides an overview of criminal law and the criminal trial process with an emphasis on the paralegal's role. Students will explore the history and structure of the American legal system, relevant common law and statutory laws, Constitutional protections, the identification and basic elements of crimes, and the criminal trial process. Students will become well-informed about the resources available to paralegals and where to access those resources to serve clients effectively.
 Prerequisite: PARA 1110 or permission of the program director.
 Offered: Fall semester, every even year.
- PHED 0085 Lifeguard Management – Institutional Credit Only** (2-0-2)
 As an American Red Cross course, the purpose of the Lifeguard Management course is to provide participants who have administrative or supervisory responsibilities for the performance of lifeguards with the skills and knowledge to effectively manage lifeguards and to create an environment that keeps patrons, lifeguards and the aquatic facility safe.
 Will not count as an area G requirement.
 DOES NOT SATISFY ANY CORE REQUIREMENTS. WILL NOT TRANSFER.
 Prerequisites: None.
 Offered: On demand.
- PHED 0086 Certified Pool Manager – Institutional Credit Only** (2-0-2)
 This course covers the Managerial, as well as the Operational aspects of the Aquatics Director. It is designed to provide an individual, after successful completion, a thorough understanding of the managerial and pool operation aspects required to ensure that a varied aquatics program is found in a safely-run pool staffed by competent individuals.
 Will not count as an area G requirement.
 DOES NOT SATISFY ANY CORE REQUIREMENTS. WILL NOT TRANSFER.
 Prerequisites: None.
 Offered: On demand.
- PHED 1105 Strength Training** (1-2-2)
 Involves strength training through a circuit of isotonic exercises using barbells, dumbbells, and a selection of fixed/variable resistance machines. Covers muscles of the body, types of muscular contractions, and principles of strength training. Includes orientation to Darton College Fitness Center.
 Prerequisite: None.
 Offered: On demand.

- PHED 1106 Walk, Jog, or Run for Fitness** (1-2-2)
 Involves cardiovascular training through endurance walking, jogging, or running. Includes information on why such training is needed, how it is accomplished, and what results can be expected.
 Prerequisite: None.
 Offered: Fall, Spring.
- PHED 1110 Deep Water Exercise** (1-3-2)
 Involves cardiovascular and muscular endurance training through water resistance exercises. Includes information on why such training is needed, how it is accomplished, and what results can be expected. All exercises are done with flotation equipment. Includes orientation to Darton College Fitness Center.
 Prerequisite: None.
 Offered: Spring.
- PHED 1112 Hip Hop** (0-2-1)
 Hip Hop is a dance style, mainly street dance styles, danced to hip hop music, or that have evolved as a part of the hip hop culture. The first and original dance associated with hip hop is breakdance.
 Prerequisite: None.
 Corequisite: None.
 Offered: Every semester.
- PHED 1115 Step Aerobics I** (1-2-2)
 Emphasis is on cardiovascular endurance, muscle conditioning, and flexibility development. Continuous exercise is combined with music. Includes orientation to Darton College Fitness Center.
 Prerequisite: None.
 Offered: Fall, Spring.
- PHED 1116 Step Aerobics II** (0-3-1)
 Emphasis is on cardiovascular endurance, muscle conditioning, and flexibility development. Designed to improve upon the skills and fitness knowledge of Aerobics I.
 Prerequisite: PHED 1115.
 Offered: Fall, Spring.
- PHED 1120 Baseball Techniques and Strategy** (0-2-1)
 Practical experience in fundamental skills and techniques, team play & strategy.
 Prerequisites: None.
 Offered: On demand.
- PHED 1121 Softball** (0-2-1)
 An introduction to the fundamental skills and knowledge necessary to play softball. Includes instruction in batting, fielding, throwing, basic strategies, and rules.
 Prerequisite: None.
 Offered: On demand.
- PHED 1122 Basketball** (0-2-1)
 An introduction to the fundamental skills & knowledge necessary to play basketball. Includes instruction in passing, dribbling, shooting, basic strategies, & rules.
 Prerequisite: None.
 Offered: On demand.

- PHED 1123 Aerobic Pump** (1-2-2)
 This course is designed to work the entire body using barbells with adjustable weights to music. Beginning with a general warm up, participants are led through a series of exercises including squats, presses, lifts and curls. The focus is on correct lifting techniques using light to moderate weights and high repetitions.
 Prerequisite: None.
 Offered: On demand.
- PHED 1124 Soccer** (0-2-1)
 An introduction to the fundamental skills and knowledge necessary to play soccer. Includes instruction in kicking, heading, passing, dribbling, basic strategies, and rules.
 Prerequisite: None.
 Offered: On demand.
- PHED 1125 Badminton** (0-2-1)
 Introduction to techniques such as serve, clear, drop, smash, and drives with an emphasis on strategy and rules.
 Prerequisite: None.
 Offered: Spring.
- PHED 1126 Tennis I** (0-2-1)
 An introduction to the fundamental skills and knowledge necessary to play tennis. Includes instruction on the forehand, backhand, serve, basic strategies, and rules.
 Prerequisite: None.
 Offered: Fall, Spring.
- PHED 1127 Tennis II** (0-2-1)
 Designed to improve upon and add to the skills and knowledge developed in Tennis I. Includes a review of forehand, backhand, and serve. Introduces the lob, smash, volley, and more advanced game strategies.
 Prerequisite: PHED 1126 or permission of instructor.
 Offered: On demand.
- PHED 1130 Swimming I** (0-2-1)
 An introduction to the basic swimming skills necessary for water survival, safety, and recreation. Covers crawl stroke, elementary backstroke, sidestroke, breaststroke, floats, entries, and non-swimming rescues.
 Prerequisite: None.
 Offered: Fall.
- PHED 1131 Swimming II** (0-2-1)
 Designed to improve upon and add to the skills and knowledge developed in Swimming I. The emphasis is on correct performance of the crawl, elementary backstroke, sidestroke, breaststroke, and back crawl.
 Prerequisite: PHED 1130 or permission of instructor. Must be able to pass swim test.
 Offered: On demand.

- PHED 1132 Lifeguard Training** (1-2-2)
 Designed to teach fundamental skills and knowledge necessary to save one's own life or the life of another in the event of an aquatics emergency. Student can qualify for Red Cross certification through this course.
 Prerequisite: Swim Test.
 Offered: On demand.
- PHED 1133 Scuba** (0-2-1)
 This course will provide the student with knowledge and skills to safely enter a confined water diving environment. Certification dives are not included.
 Prerequisite: Pass swim test (200 yard swim and 10 minute float/tread water).
 Offered: Fall, Spring.
- PHED 1134 Advanced Scuba** (1-1-1)
 As a continuation of Scuba 1, this course will expand the students knowledge and skills of entering a confined aquatics environment and extend into advanced scuba diving techniques.
 Prerequisite: Open Water Diver Certificate.
 Offered: On demand.
- PHED 1137 Sailing** (0-2-1)
 Includes the principles of sailing, rigging, the basic sailing maneuver of tacking, coming about, jibing, mooring, & docking. Students are required to sign the University System Release, Waiver of Liability form before participation in the course.
 Prerequisite: Swim test.
 Offered: On demand.
- PHED 1139 Fitness Swimming** (1-2-2)
 Involves cardiovascular training through endurance swimming. Includes information on why such training is needed, how it is accomplished, and what results can be expected. Red Cross Swim & Stay Fit Certification is available for those who swim 10, 20, 30, 40, & 50 miles. Includes orientation to Darton College Fitness Center.
 Prerequisite: Swim test.
 Offered: On demand.
- PHED 1141 Folk and Square Dance** (0-2-1)
 Introduction to the basic steps and figures of square dancing as well as the various steps and music to folk dancing and line dancing.
 Prerequisite: None.
 Offered: On demand.
- PHED 1142 Swing Dancing** (0-2-1)
 Introduction to the basic steps and figures of swing dancing. Covers dances such as the shag, swing, hustle, lindy, jitterbug and other variations.
 Prerequisite: None.
 Offered: Fall, Spring.
- PHED 1143 Beginning Snow Skiing** (0-2-1)
 This course is designed to introduce the student to the basic skills of snow skiing. Basic instruction will be given at the college with practical experience taking place at a designated ski area. On slope skiing at a designated off-campus site is required for successful completion of the course.
 Prerequisite: None. Offered: On demand.

- PHED 1145 Self Defense I** (0-2-1)
 An introduction to self defense including striking skills and JiuJitsu. An emphasis is on avoidance, defensive strategies, and basic escape maneuvers for self protection.
 Prerequisite: None.
 Offered: On demand.
- PHED 1146 Self Defense II** (0-2-1)
 A continuation of self-defense I with an emphasis on ground fighting and weapons defense.
 Prerequisite: None.
 Offered: On demand.
- PHED 1147 Cardio-Kickboxing** (0-2-1)
 This course combines low impact aerobic conditioning with controlled boxing and kicking movements.
 Prerequisite: None.
 Offered: On demand.
- PHED 1151 Golf I** (0-2-1)
 Introduction to techniques such as putting, chipping, pitching, sand play, full swing irons, and woods with an emphasis on the rules and etiquette of golf.
 Prerequisite: None.
 Offered: Fall, Spring.
- PHED 1152 Golf II** (0-2-1)
 This course provides individual basic instruction in putting, chipping, pitching, sand play, and full swing. Students will be instructed on rules and etiquette as well as knowledge necessary for play on a golf course.
 Prerequisite: PHED 1151 or permission of instructor.
 Offered: Fall, Spring.
- PHED 1154 Challenge Course Facilitator Training I** (0-2-1)
 This course is the first of a two course sequence designed to teach students the skills and knowledge required for becoming a challenge course facilitator. Topics include set-up, belay systems, climbing techniques, safety procedures, initiatives and debriefing. Completion of the course does not guarantee certification.
 Prerequisite: None.
 Offered: On demand.
- PHED 1156 Volleyball I** (0-2-1)
 An introduction to the fundamental skills and knowledge necessary to play volleyball. Includes instruction in the serve, forearm pass, overhead pass, dig, spike, block, basic strategies, and rules.
 Prerequisite: None.
 Offered: Fall.
- PHED 1157 Volleyball II** (0-2-1)
 Designed to improve upon and add to the skills and knowledge developed in Volleyball I. Includes a review of underhand serve, bump pass, and set pass. Introduces the overhand serve, spike, block, and advanced game strategies.
 Prerequisite: PHED 1156 or permission of instructor.
 Offered: On demand.

- PHED 1161 Fitness I** (1-2-2)
 Discussion of the four major components of fitness: cardiovascular endurance, muscular strength and endurance, flexibility, and body composition. Designed for students who want to implement these principles by using the Darton College Fitness Facility.
 Prerequisite: None.
 Offered: Fall, Spring, Summer.
- PHED 1162 Fitness II** (1-2-2)
 Reviews the four basic components of fitness: cardiovascular endurance, muscular strength and endurance, flexibility, and body composition. Students will be required to research assigned fitness topics and submit written reports.
 Prerequisite: PHED 1161 or permission of instructor.
 Offered: Fall, Spring.
- PHED 1166 Racquetball I** (0-2-1)
 An introduction to the fundamental skills and knowledge necessary to play racquetball. Includes instruction on forehands, backhands, serves, basic strategies, and rules.
 Prerequisite: None.
 Offered: Fall.
- PHED 1167 Racquetball II** (0-2-1)
 Designed to improve upon and add to the skills and knowledge developed in Racquetball I. Instruction includes a review of drive serves, drops, and passes as well as new skills such as serves, kills, and game strategy.
 Prerequisite: PHED 1166 or permission of instructor.
 Offered: On demand.
- PHED 1168 Survival Skills** (0-2-1)
 This course is designed to teach and apply the basic concepts needed to prevent a survival scenario or survive one, including: water sources and purification, shelter building, fire building, map and compass use, emergency action principles, wild edibles, animal observation, outdoor equipment, minimum impact camping, and wilderness ethics.
 Prerequisite: None.
 Offered: On demand.
- PHED 1171 Bowling I** (0-2-1)
 An introduction to the fundamental skills and knowledge necessary to bowl. Includes instruction in basic mechanics (stance, approach, and delivery), spot bowling, spare bowling, score keeping, and rules.
 Prerequisite: None.
 Offered: Summer.
- PHED 1172 Bowling II** (0-2-1)
 Designed to improve upon and add to the skills and knowledge developed in Bowling I. Includes a review of the basics and then emphasizes skill analysis, spot bowling, and spare bowling.
 Prerequisite: PHED 1171 or permission of instructor.
 Offered: On demand.

- PHED 1173 Tai Chi** (0-2-1)
 Tai Chi is one of the most effective exercises for physical and mental well-being. It is one of the best-known martial arts from ancient China, and is based on Qigong and martial art techniques from thousands of years ago. Students will also learn its history, philosophy, and how to build a personal practice.
 Prerequisite: None.
 Corequisite: None.
 Offered: On demand.
- PHED 1175 DC Fit** (2-0-2)
 A wellness program that challenges the student to become more physically active, eat better, and jump-start a healthier life-style. This course will include a mini health fair, fun physical activities and online modules. DC Fit staff will perform an entry and exit assessment.
 Prerequisites: None.
 Corequisites: None.
 Offered: On demand.
- PHED 1177 Tango Dancing** (0-2-1)
 This course is designed to introduce the student to the fundamental of the tango dance technique. Emphasizes and develops correct body alignment, coordination, strength, flexibility, rhythm, and movement awareness. Includes tango dance vocabulary and various types of tango dance.
 Prerequisite: None.
 Offered: On demand.
- PHED 1178 Jazz I** (0-2-1)
 This course is designed to introduce the student to the fundamental of jazz dance technique. Emphasizes and develops correct body alignment, coordination, strength, flexibility, rhythm, and movement awareness. Includes jazz dance vocabulary and simple jazz dance combinations.
 Prerequisite: None.
 Offered: On demand.
- PHED 1179 Jazz II** (0-2-1)
 This course is designed to continue development of jazz dance techniques at the advanced beginning/intermediate level. Emphasizes increased stamina, strength, control, vocabulary and musicality.
 Prerequisite: PHED 1178.
 Offered: On demand.
- PHED 1181 Cycling I** (0-2-1)
 Topics include safety, equipment, maintenance, skills such as cornering, ascending, descending and rules of the road. Students will learn the proper techniques for cycling and use these techniques on short road trips. A bicycle is required.
 Prerequisite: None.
 Offered: Fall.
- PHED 1182 Personal Conditioning** (1-2-2)
 Cross training using different activities to improve fitness. Examples of activities include step aerobics, hi-low aerobics, resistance exercise, sport activities, etc. Includes orientation to Darton College Fitness Center.
 Prerequisite: None.
 Offered: Spring.

- PHED 1183 Walking I** (0-2-1)
Walking will include aerobic activity as well as a review of fitness principles associated with a safe, enjoyable, and effective walking program. The course will also cover the relationship between physical activity and calorie burning in the food-energy balance.
Prerequisite: None.
Offered: On demand.
- PHED 1184 Walking II** (0-2-1)
A continuation of Walking I which includes aerobic activity as well as a review of fitness principles associated with a safe, enjoyable, & effective walking program.
Prerequisite: PHED 1183 or permission of the instructor.
Offered: On demand.
- PHED 1185 In Line Skating** (0-2-1)
Instruction in the basic techniques of in line skating. Emphasis is on safety and proper equipment.
Prerequisite: None.
Offered: Fall, Spring.
- PHED 1187 Yoga** (0-2-1)
A course designed to teach the student the various styles & techniques involved of yoga.
Prerequisite: None.
Offered: On demand.
- PHED 1191 Challenge Course** (1-2-2)
This course familiarizes the student with concepts of adventure based programming which relies on activities such as cooperative games, group initiative and problem-solving elements, trust activities, and low and high ropes course elements which help individuals and groups learn about concepts such as decision-making and problem-solving, leadership, and how to be a team player. The course will also introduce the student to the technical methods and skills required to conduct challenge course activities.
Prerequisite: None.
Offered: On demand.
- PHED 1192 Varsity Athletics** (0-4-2)
Full-time students who are participating in the Darton College intercollegiate program may register for this course and receive two hours of physical education credit. This can only be taken one time.
Prerequisite: None.
Offered: On demand.
- PHED 1193 Social Dance** (0-2-1)
The student will be introduced to various social dance steps and will learn to use and sequence these basic steps in various dance situations.
Prerequisite: None.
Offered: On demand.
- PHED 1194 Latin Dancing I** (0-2-1)
Introduction to the basic steps and figures of Latin dance styles. Cover dances such as Cha Cha, Samba, Merengue and others.
Prerequisite: None. Offered: On demand.

- PHED 1195 Latin Dancing II** (0-2-1)
Continuation of the basic steps and figures of Latin dance styles. Cover dances such as Cha Cha, Samba, Merengue and others.
Prerequisite: Latin Dancing I
Offered: On demand.
- PHED 1196 Social Dance II** (0-2-1)
A continuation of the various social dance steps and the basic/intermediate steps in various dance situations.
Prerequisite: Social Dance I.
Offered: On demand.
- PHED 1197 Ballet I** (0-2-1)
This course is designed to strengthen technical skill at the beginning level. It explores ballet as an art form and as a means of expression through both the development of movement skills and creative work.
Prerequisite: None.
Offered: On demand.
- PHED 1198 Aerobic Dancing** (1-2-2)
This course is a unique low impact fitness class that blends movements from various forms of dance. Geared towards individuals desiring fitness activities through creative expression.
Prerequisite: None.
Offered: On demand.
- PHED 1199 Snow Skiing II** (0-2-1)
Continuation of the basic techniques of snow skiing. On slope skiing at a designated off-campus site is required for successful completion of the course.
Prerequisite: PHED 1143 or permission of the instructor.
Offered: Fall.
- PHED 1200 Ballet II** (0-2-1)
Continues development of knowledge and skills in ballet techniques at the intermediate level. Designed to develop control, balance, strength, quality of movement and ballet vocabulary.
Prerequisite: PHED 1197.
Offered: On demand.
- PHED 1204 Tap I** (0-2-1)
Introduces fundamentals of tap dance technique. Develops a sense of rhythm, timing, musicality and awareness of dancing in a group. Learn basic traditional tap steps, rhythm tap combinations and complete dances.
Prerequisite: None.
Offered: On demand.
- PHED 1212 Karate I** (0-2-1)
This course is designed to introduce the student to the fundamental skills of karate. The student will have the opportunity to experience the various techniques without contact.
Prerequisite: None.
Offered: On demand.

- PHED 1214 Beginning Rock Climbing** (0-2-1)
This course is designed to introduce the student to the fundamental skills involved in rock climbing. The student will have the opportunity to experience top belayed climbs of various difficulties. The Carolina Climbing Wall will be used for teaching & a field trip to a designated climbing area will be part of the course requirements.
Prerequisite: None.
Offered: On demand.
- PHED 1215 Basic Kayaking and Safety** (2-0-2)
This course is designed to introduce the student to the fundamental skills involved in flatwater and whitewater canoeing. The student will be permitted to progress consistent with his or her paddling ability. A field trip is required to complete the course.
Prerequisite: Pass basic swim test.
Offered: On demand.
- PHED 1216 Beginning Paddling** (0-2-1)
This course is designed to introduce the student to the fundamental skills involved in canoeing. The student will have the opportunity to experience paddling strokes of various difficulties in a variety of fixed and moving water. This course will be taught in cooperation with the Flint River Outpost. This course will focus on the technical aspects of canoe paddling, reading hydraulic features, canoeing nomenclatures, and will address other issues such as environmental care, individual and group leadership, and team building.
Prerequisite: None.
Offered: On demand.
- PHED 1218 Hunter Safety** (1-0-1)
This course is designed to prepare students to be knowledgeable, responsible hunters who understand the importance of complying with hunting laws and behaving ethically and safely.
Prerequisites: None.
Corequisites: None.
Offered: On demand
- PHED 1219 Introduction to Fly Fishing** (1-2-2)
This course is designed to introduce the student to the fundamental skills of fly fishing. In class, students will learn about specialized equipment, safety, basic entomology, casting, fish habitat, locating fish, local fish and regulations, catch and release practices and Leave No Trace land ethics. During lab sessions, students will put into practice class lectures, and have the opportunity to catch fish. Although catching fish is not a requirement of the class, students will keep a log of their catches. This is a highly focused course, requiring full attention during the class meetings, and concentrated activities during the off site labs. Outside activities will be necessary for success in this class. Moderate physical activity is required.
Prerequisites: None.
Corequisites: None.
Offered: On demand.

- PHED 1220 Aquatic Circuit Training** (1-2-2)
Introduces students to water resistance exercise through shallow water routines and circuit training in the pool. Workouts will involve muscular endurance training as well as cardiovascular training in the aquatic environment.
Prerequisite: None.
Offered: On demand.
- PHED 1225 Aqua-jogging** (1-2-2)
Aqua-jogging will include a review of the basic fitness principles necessary for participation in a safe and effective aqua-jogging routine as well as the aerobic activity that accompanies it. Furthermore, students will be introduced to the resistive properties of water and how to effectively manipulate it into a strengthening and conditioning force.
Prerequisite: None.
Offered: On demand.
- PHED 1231 Springboard Diving I** (0-2-1)
Designed to introduce basic fundamental dive directions, positions and entry techniques. Includes instruction in flexibility.
Prerequisite: None.
Offered: On demand.
- PHED 1232 Springboard Diving II** (1-1-1)
Designed to introduce competitive springboard diving, NCAA rules, event procedures and dive selection. Includes instruction in flexibility and strength training for competitive springboard diving.
Prerequisite: Springboard Diving I.
Offered: On demand.
- PHED 1233 Orienteering** (0-2-1)
Introduction of off-trail navigation with emphasis in the use of top compasses, and route finding for wilderness travel; and the sport of orienteering.
Prerequisite: None.
Offered: On demand.
- PHED 1236 Pilates I** (0-2-1)
Pilates, developed by Joseph Pilates in the 1920's, is a series of controlled movements engaging one's body and mind which focuses on improving flexibility and strength for the total body without building bulk. Emphasis is placed on strengthening the "core" or "powerhouse" of the body which includes the abdominal muscles, the back, and the buttocks. This course focuses on a progression of exercisees from beginner to intermediate and assumes that the student has no prior knowledge of pilates exercises.
Prerequisite: None.
Offered: On demand.
- PHED 1241 Body Core Activities** (0-2-1)
This class merges three tested exercise programs – Tai Chi, Yoga, and Pilates. Students will experience strength training exercises, stretching, and balance while focusing on core activities.
Prerequisite: None.
Offered: On demand.

- PHED 1242 Water Polo** (0-2-1)
 The intent of this course is to develop fundamental water polo skills, knowledge and interest. This course will prepare students for competition in the sport of water polo. This course includes instruction in specific skills, performance techniques and strategies, as well as consistent practice, development of physical fitness, and overall safe game play.
 Prerequisite: Must be able to pass a swim test.
 Corequisite: None.
 Offered: On demand.
- PHED 1243 Zumba Dance** (0-2-1)
 A course designed to introduce the student to the skills involved with Zumba dancing. This course will offer a survey of the technique of basic Latin dance moves as well as choreography of Zumba dance.
 Prerequisite: None.
 Corequisite: None.
 Offered: On demand.
- PHED 1244 Yoga II** (0-2-1)
 A continuation of yoga I where students will build upon the basic skills and information learned about the practice of Yoga. This course will focus on a more rigorous physical practice and will challenge students to work towards more demanding physical postures and breathing exercises.
 Prerequisite: Yoga I.
 Corequisite: None.
 Offered: On demand.
- PHED 2201 Introduction to Physical Education, Fitness and Sport** (1-0-1)
 Introduction and orientation to the history, philosophy, aims, and career opportunities in physical education, fitness and sports.
 This class is restricted to PE Majors only.
 Corequisite: READ 0099.
 Offered: Spring.
- PHED 2210 Sport Injury Prevention & Care** (2-0-2)
 A study of the identification, prevention, treatment and care for common sports injuries. (Meets only Area B requirements, will not count as an area G requirement.)
 Prerequisite: None.
 Offered: Fall.
- PHED 2226 Athletic Training Practicum** (2-4-4)
 Designed to provide as a student athletic trainer the knowledge, understanding and experience in the areas of injury management, prevention, treatment, rehabilitation and trainig room protocol. Will not count as an area G requirement.
 Corequisite: None.
 Prerequisite: None.
 Offered: On demand.

- PHIL 1101 Critical Thinking** (2-0-2)
 This course is designed to introduce students to the thinking processes used in analyzing, evaluating, and creating information. The purpose of the course is to promote intellectual inquiry and exchange through the application of critical thinking in personal, professional, and sociopolitical contexts.
 Corequisite: Minimum COMPASS reading score of 74 or enrollment in READ 0099.
 Prerequisite: None.
 Offered: On demand.
- PHIL 2205 Introduction to Philosophy** (3-0-3)
 A survey of the major sub-fields of philosophy including epistemology, ontology, logic, ethics, social and political philosophy, aesthetics and philosophy of religion. Key problems that concern contemporary philosophers are explored and the dominant positions explained.
 Prerequisite: ENGL 1101 or permission of instructor.
 Offered: On demand.
- PHIL 2210 Ethics** (3-0-3)
 A general introduction to ethical theories and their application to moral issues as well as an exposure to dominant meta-ethical approaches. Emphasis is placed on the student developing a decision-making scheme to apply to moral dilemmas. Credit may not be received for both PHIL 2210 and ETHI 1101.
 Prerequisite: PHIL 2205 or permission of instructor.
 Offered: On demand.
- PHLE 1101 Phlebotomy I** (2-1-2)
 Introduction to Phlebotomy: liability, safety, equipment and techniques for blood sample collection.
 Prerequisites: None.
 Offered: Fall (A term)
- PHLE 1102 Clinical Phlebotomy II** (0-32-4)
 Clinical practice in an affiliate clinical laboratory. The clinical experience enables the student to practice skills and develop competence under the supervision of the laboratory staff.
 Prerequisite: PHLE 1101.
 Offered: Fall (B term).
- PHSC 1011K Introduction Physical Science I** (3-2-4)
 This course is for students not majoring in mathematics or science and is a brief survey of the important aspects of physics and astronomy and will not count toward graduation if a physics course is presented for graduation. Laboratory exercises supplement the lecture material. Cannot be used with PHYS 1111 to satisfy Area D.
 Prerequisite: Satisfactory score on mathematics placement test or completion of MATH 0099. Offered: All semesters.

- PHSC 1012K Introduction Physical Science II** (3-2-4)
 This course is for students not majoring in mathematics or science and is a brief survey of the important aspects of chemistry and geology and will not count toward graduation if chemistry is presented for graduation. Laboratory exercises supplement the lecture material. Cannot be used with CHEM 1100 or CHEM 1211 to satisfy Area D.
 Prerequisite: Satisfactory score on mathematics placement test or completion of MATH 0099.
 Offered: All semesters.
- PHSC 1135 Physical Science for Teachers- In-service teachers 3-5** (3-0-3)
 The course addresses fundamentals of Physical Science for teachers, grades 3-5. This course covers basic principles and teacher misconceptions from the fields of Chemistry and Physics and the Characteristics of Science. The course content is aligned to the Georgia Performance Standards for grades 3-5. Restricted to in-service teachers grades 3-5.
 Prerequisites: None.
 Corequisites: None.
 Offered: On demand.
- PHSC 2005 Physical Science for Middle Grade Teachers** (2-2-3)
 This course is designed for middle grade teachers. It is a brief survey of the important aspects of chemistry and physics. Classroom applications will be explored. Laboratory exercises supplement the lecture material. This course does not satisfy any core curriculum requirement.
 Restricted to Middle Grade Teachers.
 Offered: On demand.
- PHSC 2025 Physical Science for Special Education Teachers** (3-0-3)
 This course is restricted to in-service special education teachers. It is a brief summary of the important aspects of chemistry and physics. Classroom applications will be explored. Laboratory exercises supplement the lecture material. This course does not satisfy any core curriculum requirement.
 Prerequisite: Restricted to in-service special education teachers.
 Offered: As required.
- PHYS 1111K Introductory Physics I** (3-3-4)
 This is an introductory course which will include material from mechanics, thermodynamics, and waves. Elementary algebra and trigonometry will be used. Laboratory exercises supplement the lecture material. Students receiving credit for PHYS 1111K cannot receive credit for PHYS 2211K. Cannot be used with PHSC 1011 to satisfy Area D.
 Prerequisite: MATH 1112 or MATH 1113.
 Offered: Fall.
- PHYS 1112K Introductory Physics II** (3-3-4)
 This is an introductory course which will include material from electromagnetism, optics, and modern physics. Elementary algebra and trigonometry will be used. Laboratory exercises supplement the lecture material. Students receiving credit for PHYS 1112K cannot receive credit for PHYS 2212K.
 Prerequisite: PHYS 1111K.
 Offered: Spring.

- PHYS 2211K Principles of Physics I** (3-3-4)
 This is an introductory course which will include material from mechanics, thermodynamics, and waves. Calculus will be used. Laboratory exercises supplement the lecture material. Students receiving credit for PHYS 2211K cannot receive credit for PHYS 1111K. Cannot be used with PHSC 1011 to satisfy Area D.
 Prerequisite: MATH 1151.
 Offered: Fall.
- PHYS 2212K Principles of Physics II** (3-3-4)
 This is an introductory course which will include material from electromagnetism, optics, and modern physics. Calculus will be used. Laboratory exercises supplement the lecture material. Students receiving credit for PHYS 2212K cannot receive credit for PHYS 1112K.
 Prerequisite: PHYS 2211K .
 Offered: Spring.
- POLS 1101 American Government in World Perspective** (3-0-3)
 Survey of the American political system, focusing on the structures and on the processes of policy making. Instruction concentrates on American national and Georgia state governments and politics. Instruction also highlights the American political system in comparative and world perspective. (Satisfies the legislative requirement for the study of the U.S. and Georgia Constitutions.)
 Corequisite: Minimum COMPASS reading score of 74 or enrollment in READ 0099.
 Prerequisite: None.
 Offered: All semesters.
- POLS 1105 Current World Problems** (2-0-2)
 An introduction to the political issues that transcend national boundaries such as the environment, population, immigration, nuclear proliferation, terrorism, religion, natural resources, etc.
 Corequisite: Minimum COMPASS reading score of 74 or enrollment in READ 0099.
 Prerequisite: None.
 Offered: On demand.
- POLS 2201 American State & Local Government** (3-0-3)
 Organization, structure, and operation of American state and local governments, with Georgia used as a basis for study.
 Corequisite: Minimum COMPASS reading score of 74 or enrollment in READ 0099.
 Prerequisite: None.
 Offered: On demand.
- POLS 2301 Introduction to Comparative Politics** (3-0-3)
 A comparative survey of the politics and structure of government in major nation-states.
 Corequisite: Minimum COMPASS reading score of 74 or enrollment in READ 0099.
 Prerequisite: POLS 1101 with a grade of "C" or better.
 Offered: On demand.

- POLS 2401 Introduction to Global Issues** (3-0-3)
 An overview of the structure and processes of the international political-economic system, including topics such as economic and social interdependence, international trade, war and power, oil politics, green politics, and the problems associated with developing countries.
 Corequisite: Minimum COMPASS reading score of 74 or enrollment in READ 0099.
 Prerequisite: None.
 Offered: On demand.
- PSYC 1101 General Psychology** (3-0-3)
 A broad survey of the major topics in psychology such as research methodology, biological and social factors influencing behavior, development, learning, memory, personality, and abnormal.
 Corequisite: None
 Prerequisite: READ 0099 or a minimum reading CPE score of 74 and MATH 0097.
 Offered: All semesters.
- PSYC 2215 Human Growth & Development** (3-0-3)
 An introductory, non-laboratory based examination of human development across the lifespan with an emphasis on normal patterns of physical, cognitive, and social development.
 Prerequisite: PSYC 1101.
 Offered: All semesters.
- PSYC 2225 Introduction to Abnormal Psychology** (3-0-3)
 A survey of the symptoms, causes, and treatments of the various categories of mental disorders listed by the American Psychiatric Association in the current edition of the Diagnostic and Statistical Manual (DSM).
 Prerequisite: PSYC 1101.
 Offered: Fall.
- PSYC 2226 Introduction to Social Psychology** (3-0-3)
 This course is designed to introduce students to the basic concepts of social psychology. It will include topics such as: Social judgments, the formation of attitudes, gender and diversity, the perception of other people, conformity and obedience, group influence, prejudice, aggression, and conflict and peacemaking.
 Prerequisite: PSYC 1101.
 Offered: Spring.
- PTAS 1100 Introduction to Physical Therapy** (3-0-3)
 Explanation of the philosophy and history of the physical therapy profession and its relationship to other health care agencies and providers. Topics include: introduction to the structure and function of the American Physical Therapy Association, the development of the Physical Therapy Association, medical-legal aspects and professional ethics, critical thinking/problem solving, and an introduction to documentation.
 Prerequisite: Admission to PTA program.
 Corequisite: PTAS 1110, PTAS 1115, PTAS 1125.
 Offered: Fall.

- PTAS 1105 Orientation to Patient Care Skills** (2-3-3)
 Orientation of basic concepts and procedures of patient care in physical therapy. Topics include documentation and chart review, basic administrative skills, teaching and learning principles, patient positioning and draping, body mechanics, vital sign monitoring, transfers, assistive devices and gait training, infection control, aseptic techniques, architectural barriers and accessibility, special patient care equipment and environment and basic soft tissue techniques.
 Corequisites: PTAS 1121, PTAS 1130, PTAS 2010.
 Prerequisites: PTAS 1100, PTAS 1110, PTAS 1115, PTAS 1125.
 Offered: Spring.
- PTAS 1110 Functional Anatomy & Kinesiology** (2-6-4)
 Understanding of human movement and its impact on function through the integration of biomechanics, kinesiology, and applied anatomy. Principles will be reinforced through a problem-solving approach. Goniometric measurements, manual muscle testing, and palpation skills of the upper extremity, lower extremity, trunk, and head will be included.
 Corequisites: PTAS 1100, PTAS 1115, PTAS 1125.
 Prerequisite: Admission to PTA Program.
 Offered: Fall.
- PTAS 1115 Clinical Pathology** (2-0-2)
 The pathophysiology of selected disorders commonly encountered in physical therapy. Etiology, signs and symptoms, diagnostics, treatment, and prognosis of disease and injury will be included. This is an on-line course.
 Corequisites: PTAS 1100, PTAS 1110, PTAS 1125.
 Prerequisite: Admission to PTA Program.
 Offered: Fall.
- PTAS 1121 Therapeutic Exercise I** (2-6-4)
 Emphasizes demonstration and practice of common therapeutic exercise utilized in physical therapy that include active, active assistive, and passive range of motion. Data collection and performance of manual muscle testing and special tests will be explored along with treatment interventions for common musculoskeletal disease, dysfunction, and injury for treatment of neck, shoulder, arm, hand, postural abnormalities, and body mechanics with an emphasis on ergonomics. Principles of patient care will be developed utilizing critical thinking and problem-solving skills in the selection and application of treatment interventions based on the plan of care.
 Corequisites: PTAS 1105, PTAS 1130, PTAS 2010.
 Prerequisite: PTAS 1100, PTAS 1110, PTAS 1115, PTAS 1125.
 Offered: Spring.
- PTAS 1122 Therapeutic Exercise for Special Populations** (2-6-4)
 Advanced therapeutic exercise techniques used in specialty areas of physical therapy, including, but not limited to: arthritis, wound care, burns, cardiopulmonary, peripheral vascular disease, geriatrics, amputation, women's health, cancer, and chronic pain.
 Corequisites: PTAS 2100, PTAS 1135, PTAS 2050.
 Prerequisites: PTAS 1100, PTAS 1105, PTAS 1110, PTAS 1115, PTAS 1121, PTAS 1130, PTAS 2010, PTAS 1125.
 Offered: Summer.

- PTAS 1125 Physical Agents** (3-3-4)
 Therapeutic properties and application of physical agents used in the delivery of physical therapy services. Electromyography will be included. Emphasis is on problem-solving skills necessary to provide an integrated approach to patient care. Students must demonstrate basic skill acquisition in using equipment and the ability to choose appropriate physical agents based on the physical therapist's plan of care. This course is web-enhanced.
 Corequisites: PTAS 1100, PTAS 1110, PTAS 1115.
 Prerequisite: Admission to PTA Program.
 Offered: Fall.
- PTAS 1130 Applied Neurology & Gait Analysis** (2-3-3)
 Basic neurophysiological concepts used as a foundation for understanding normal and abnormal function. Theory and application of fundamental neuro-anatomy and physical data collection techniques will be introduced. Normal and abnormal gait concepts are covered. Part-time clinical experience will be included. Corequisites: PTAS 1105, PTAS 2010, PTAS 1121.
 Prerequisite: PTAS 1100, PTAS 1110, PTAS 1115, PTAS 1125.
 Offered: Spring.
- PTAS 1135 Seminar for Physical Therapist Assistant I** (2-0-2)
 Adaptation of psychosocial principles in the development of self-understanding and communication with patients, families, the public, and other health care teams. Develops basic administrative skills in scheduling patients, patient charges, explanation of reimbursement, important of incidence report, risk management and continuous quality improvement. The Rules and Laws of the Georgia State Board of Physical Therapy will be explored. Clinical professionalism is also emphasized along with time management and professional development.
 Corequisites: PTAS 1122, PTAS 2100, PTAS 2050.
 Prerequisites: PTAS 1100, PTAS 1105, PTAS 1110, PTAS 1115, PTAS 1121, PTAS 1130, PTAS 1125, PTAS 2010.
 Offered: Summer.
- PTAS 2010 Clinical Practicum I** (0-40-2)
 First full-time clinical experience in which students integrate component clinical skills and prerequisite knowledge into a patient management framework. Emphasis is on the development of critical thinking abilities, professional and ethical behaviors, responsibility, and effective management of time and resources. This practicum is 40 hours per week for 3 weeks.
 Corequisites: PTAS 1105, PTAS 1121, PTAS 1130.
 Prerequisite: PTAS 1100, PTAS 1110, PTAS 1115, PTAS 1125.
 Offered: Spring.

- PTAS 2020 Clinical Practicum II** (0-40-3)
 Second full-time clinical rotation in which the student gains additional experience in a health care facility observing and practicing skills under the supervision of a clinical instructor. The student will implement patient care utilizing knowledge from all didactic coursework for critical thinking and problem-solving in the selection and application of treatment interventions based on the physical therapist's plan of care. This practicum is 40 hours per week for 6 weeks.
 Corequisite: PTAS 2025, PTAS 2200.
 Prerequisite: PTAS 1100, PTAS 1105, PTAS 1110, PTAS 1115, PTAS 1121, PTAS 1122, PTAS 1125, PTAS 1130, PTAS 1135, PTAS 2010, PTAS 2050, PTAS 2100.
 Offered: Fall.
- PTAS 2025 Clinical Practicum III** (0-40-3)
 Final clinical experience in which students achieve refinement of all competencies from Clinical Practicums I & II, as well as expansion into other areas of physical therapy care while under the supervision of a clinical instructor. Upon successful completion, the student will demonstrate entry-level competency as a physical therapist assistant. The student will demonstrate strong cognitive, motor, and organizational skills. He/she will handle the responsibilities and possess the sound judgment required of a physical therapist assistant. The practicum is 40 hours per week for 6 weeks.
 Corequisites: PTAS 2020, PTAS 2200.
 Prerequisites: PTAS 1100, PTAS 1105, PTAS 1110, PTAS 1115, PTAS 1121, PTAS 1122, PTAS 1125, PTAS 1130, PTAS 1135, PTAS 2010, PTAS 2050, PTAS 2100.
 Offered: Fall.
- PTAS 2050 Therapeutic Exercise II** (2-3-3)
 Continues education from Therapeutic Exercise I for data collection and performance of manual muscle testing and special tests along with treatment interventions for common musculoskeletal disease, dysfunction, and injury for treatment of the spine, hip, knee, ankle, foot, and gait abnormalities. Principles of patient care will continue to be utilized, along with critical thinking and problem-solving skills in the selection and application of treatment interventions based on the plan of care.
 Corequisites: PTAS 1122, PTAS 2100, PTAS 1135.
 Prerequisites: PTAS 1100, PTAS 1105, PTAS 1110, PTAS 1115, PTAS 1121, PTAS 1130, PTAS 1125, PTAS 2010.
 Offered: Summer.
- PTAS 2100 Neurological Rehabilitation** (2-3-3)
 Principles of patient management of adults and children with central nervous system disorders utilizing neurophysiological data collection methods and treatment interventions. General topics will include cerebrovascular accidents, pediatrics, spinal cord injury, head injury, and other selected disorders commonly referred for physical therapy. This class meets 7.5 hours per week for 10 weeks.
 Corequisites: PTAS 1122, PTAS 1135, PTAS 2050.
 Prerequisites: PTAS 1100, PTAS 1105, PTAS 1110, PTAS 1115, PTAS 1121, PTAS 1125, PTAS 1130.
 Offered: Summer.

- PTAS 2200 Seminar for Physical Therapist Assistants II** (2-0-2)
 An exploration of the clinical experience through the presentation of a case study (both written and orally.) Topics will include interview skills, resume skills, and preparation/review for state board examinations.
 Corequisites: PTAS 2020, PTAS 2025.
 Prerequisites: PTAS 1100, PTAS 1105, PTAS 1110, PTAS 1115, PTAS 1121, PTAS 1122, PTAS 1125, PTAS 1130, PTAS 1135, PTAS 2010, PTAS 2050, PTAS 2100.
 Offered: Fall.
- PTEC 1101 Introduction to Psychiatric Technology** (3-0-3)
 This course examines Psychiatric Technology as a profession. Explores the position of the psychiatric technician in various mental health settings. Looks at the role of the psychiatric technician as a member of the health care team. Places emphasis on ethical and legal practice parameters with particular attention given to issues of confidentiality and the setting of appropriate boundaries. Stresses the development of effective verbal skills and written communication skills with patients and other health care providers.
 Prerequisites: All learning support classes must be completed.
 Offered: Fall or as needed.
- PTEC 1102 Group Theory and Dynamics** (3-0-3)
 This course introduces concepts relevant to group work in the institutional setting. Explores theoretical and interactional components of group therapy. Defines the role of the psychiatric technician as a group leader and examines the various types of group therapy. Allows students to develop basic group leadership skills by planning groups and by leading simulated group therapy sessions.
 Prerequisites: All learning support classes must be completed.
 Offered: Spring or as needed.
- PTEC 1103 Crisis Management** (3-0-3)
 This course examines theory and application of crisis management as it relates to the psychiatric technician. Explores the crucial role of the psychiatric technician in the initial phase of crisis, particularly in institutional settings. Helps student identify strategies to de-escalate aggressive and out of control patients. Emphasizes the development of empathic skills necessary to assist patient with crisis resolution.
 Prerequisites: All learning support classes must be completed.
 Offered: Summer.
- PTEC 2101 Care of the Aged Psychiatric Patient** (3-9-6)
 This course defines the normal aging process. Both the physiological and psychological aspects of aging are studied, with emphasis on the student developing an empathic understanding of this patient population. Deviations from the normal aging process are explored with focus on psychological response to illness, sensory loss and cognitive changes. Students will learn to evaluate, assess, plan, and implement skills to provide care to the elderly patient. The student will spend 9 hours per week in a supervised field placement setting to enhance skills related to the care of the aged patient.
 Prerequisite: PTEC 1101.
 Offered: Summer or as needed.

- PTEC 2102 Care of the Developmentally Disabled** (4-12-8)
 This course examines developmental milestones & identifies deviations from them. Developmental delays will be assessed. Methods of psychiatric interventions with developmentally disabled patients will be explored, implemented & evaluated. Emphasis will be placed on the student developing empathy & understanding of the developmentally disabled. The student will spend 12 hours per week in a supervised field placement setting related to the care of the developmentally disabled patient presenting with need of psychiatric care.
 Prerequisite: PTEC 1101.
 Offered: Fall or as needed.
- PTEC 2103 Care of the Mentally Ill** (4-15-9)
 This course identifies specific mental illnesses as categorized in the DSM IV. The etiology, incidence, pathology, and treatment of these conditions are examined. Care of the patient experiencing mental illness is explored with emphasis on the psychiatric technician's role as part of the treatment team. Prevention of mental illness is also discussed. The student will spend 15 hours per week in a supervised field placement setting to develop enhanced skills related to care of the mentally ill.
 Prerequisite: PTEC 1101.
 Offered: Spring or as needed.
- PUAD 2601 Introduction to Public Administration** (3-0-3)
 Fundamental principles of administration, application to governmental operations, administrative organization, budgeting, planning, administrative law, personnel management, career service, conditions of public employment, & labor relations.
 Prerequisite: POLS 1101.
 Offered: On demand.
- READ 0097 Learning Support Reading & Study Skills I** (4-0-4)
 READ 0097 is a preparatory course designed to improve reading techniques, vocabulary skills, and reading comprehension. The course also introduces the student to problem solving and critical thinking skills as they apply to reading, listening, writing, and speaking. To complete READ 0097, a student must have at least a C average, demonstrate reading proficiency at the 12th grade level or higher.
 Placement: A score of 64 or below on the COMPASS Reading Skills Test.
 Offered: Every semester.
- READ 0099 Learning Support Reading & Study Skills II** (4-0-4)
 READ 0099 is a preparatory course designed to improve reading techniques, vocabulary skills, and reading comprehension. The course also strengthens problem solving and critical thinking skills as they apply to reading, listening, writing, and speaking. Exit requirements: at least a C average, demonstration of reading proficiency at the college level and a satisfactory score on the CCOMPASS.
 Placement: A score of 65 - 73 or below on the COMPASS reading skills test or successful completion of READ 0097.
 Offered: All semesters.

RESP 1100 Introduction to Respiratory Care (1-0-1)

This course introduces students to the Respiratory Care profession and the skills needed to become a Respiratory Therapist. Topics will include the history of the Respiratory Care profession, and a discussion of the future of Respiratory Care. A description of the organization of a hospital Respiratory Care department and an overview of common modalities and specialized areas of Respiratory Care including an introduction to Therapist driven protocols and clinical practice guidelines. A discussion of job opportunities and areas for advancement within the profession. An overview of legal and ethical issues impacting health care, and particularly Respiratory Care, in today's Health Care environment. Universal precautions and OSHA blood and body fluids precautions will be presented. The functions of the NBRC, AARC, CoARC and the Georgia Medical Board will be examined and the credentialing and licensing processes outlined.

Corequisite: RESP 1111, RESP 1131, RESP 1132, RESP1133.

Prerequisite: Completion of all Learning Support requirements.

Offered: Fall Semester Sophomore Year.

RESP 1111 Fundamentals of Respiratory Care (2-3-3)

This course introduces the principles and practices of Non Critical Respiratory Care. The course will emphasize the use of Therapist Driven Protocols and Clinical Practice Guidelines. Basic Respiratory Care skills in modalities such as oxygen, humidity, bland aerosol, medicated aerosol, passive hyperinflation, chest physiotherapy, postural drainage, airway clearance therapies, arterial blood gases and bedside pulmonary function studies will be developed. Emphasis will be placed on setting up, using and troubleshooting equipment, and on the physical and physiologic principles of gas exchange, ventilation, acid/base balance and gas laws. To progress to RESP 2201, each student will be required to successfully complete and pass a Lab competency exam. Basic math competency is required. Students may be required to demonstrate proficiency in basic math skills for progression in the program. A passing score of "C: or better is required for progression in the program. The American Heart Association Basic Life Support course will be included in this course.

Corequisite: RESP 1100, RESP 1131, RESP 1132, RESP1133.

Prerequisites: Admission into Respiratory Care Program.

Offered: Fall Semester Sophomore Year.

RESP 1131 Patient Assessment & Protocols (2-3-3)

This course introduces the concepts and techniques of patient assessment through inspection, palpation, percussion, and auscultation. The student will demonstrate proficiency in patient physical examination, and taking a complete patient medical history. Principles of barrier protection for blood and body fluid exposures, and isolation precautions will be emphasized. Basic chest x-ray interpretation, basic ECG monitoring, basic laboratory values such as CBC, electrolytes, and basic microbiology are presented. Assessment of critically ill patients is introduced. Each student will be required to successfully complete a Lab competency examination in order to progress to RESP 2201.

Corequisite: RESP 1100, RESP 1111, RESP 1132, RESP 1133.

Prerequisites: Admission into the Respiratory Care Program.

Offered: Fall Semester Sophomore Year.

- RESP 1132 Cardiopulmonary Pharmacology** (2-0-2)
 A general pharmacology course for the respiratory care professional caring for the acute and subacute patient. Emphasis will be placed on the indications, contraindication, hazards, and routes of administration for the drugs discussed. The pharmacology of the major therapeutic classes of drugs important to respiratory care will be presented.
 Corequisites: RESP 1100, RESP 1111, RESP 1131, RESP 1133.
 Prerequisites: None.
 Offered: Fall Semester Sophomore Year.
- RESP 1133 Cardiopulmonary Anatomy & Physiology** (3-0-3)
 A study of the normal & abnormal anatomy & pathophysiology of the cardiac, pulmonary, & renal systems. The mechanisms of homeostatic control for acid/base balance, ventilation, gas transport, & circulation will be addressed. Hemodynamic monitoring will be emphasized.
 Corequisites: RESP 1100, RESP 1111, RESP 1131, RESP 1132.
 Prerequisites: None.
 Offered: Fall Semester Sophomore Year.
- RESP 1134 Cardiopulmonary Diseases & Treatment** (2-0-2)
 A survey course of the clinical pathophysiology of selected cardiopulmonary diseases. The emphasis will be placed on the description of the etiology, clinical manifestation, diagnosis, therapeutics, and prognosis of acute and chronic diseases of the cardiopulmonary patient.
 Student will be required to present clinical case studies on the major cardiopulmonary pathologies.
 Corequisite: RESP 1135, RESP 1136, RESP 1137, RESP 1138.
 Prerequisites: RESP 1100, RESP 1111, RESP 1131, RESP 1132, RESP 1133.
 Offered: Spring.
- RESP 1135 Mechanical Ventilation and Critical Care** (3-3-4)
 This course introduces the critical care modalities of airway management including tracheal suctioning and endotracheal intubation, tracheostomy care, concepts of mechanical ventilation are presented. Other critical care skills such as arterial lines, hemodynamic monitoring, advanced patient monitoring, bronchoscopy, and tracheostomy are presented. Basic math skills are required for this course. Each student may be required to pass a math competency exam to demonstrate proficiency.
 Each student will be required to successfully pass a lab competency exam in order to progress to RESP 2210.
 Corequisite: RESP 1134, RESP 1136, RESP 1137, RESP 1138.
 Prerequisites: RESP 1100, RESP 1111, RESP 1131, RESP 1132, RESP 1133.
 Offered: Spring Semester Sophomore Year.

- RESP 1136 Pediatric and Neonatal Respiratory Care** (1-3-2)
 This course presents the physiological and clinical concepts of mechanical ventilation and critical care monitoring of the pediatric and neonatal patient. The course focuses on respiratory care modalities and concepts specifically related to the pediatric and neonatal patient. Some topics include: ventilator design & function, assessment & monitoring of pediatric/neonatal patients, techniques for improving ventilation & oxygenation, weaning strategies, and labor & delivery. Critical thinking skills will be emphasized to support the application of neonatal/pediatric physician and therapist driven protocols.
 Corequisite: RESP 1134, RESP 1135, RESP 1137, RESP 1138.
 Prerequisites: RESP 1100, RESP 1111, RESP 1131, RESP 1132, RESP 1133.
 Offered: Spring Semester.
- RESP 1137 Specialized Areas of Respiratory Care** (2-0-2)
 This course surveys the important principles and practices of Respiratory Care in the following specialty areas: Pulmonary Function Testing, Polysomnography and Sleep Disorders, Pulmonary Rehabilitation, Geriatric Care, and Home Care. Students will apply the knowledge learned in this course in Practicum III.
 Corequisites: RESP 1134, RESP 1135, RESP 1136, RESP 1138.
 Prerequisites: RESP 1100, RESP 1111, RESP 1131, RESP 1132, RESP 1133.
 Offered: Spring Semester.
- RESP 1138 Advanced Cardiac Life Support** (1-3-2)
 This course will prepare the student to take and pass the American Heart Association Advanced Cardiac Life saving Course (ACLS.) Students will take the official AHA ACLS course at the end of this course. Students must pass the ACLS course to pass this course.
 Corequisite: RESP 1134, RESP 1135, RESP 1136, RESP 1137.
 Prerequisites: RESP 1100, RESP 1111, RESP 1131, RESP 1132, RESP 1133.
 Offered: Spring.
- RESP 2201 Respiratory Care Practicum I** (0-24-3)
 An introduction to the respiratory care of the non-critically ill patient in the clinical environment. An emphasis will be placed on departmental protocols, practice guidelines, patient identification, and communication skills. The student will be required to master the following modalities: oxygen therapy, humidity therapy, bland continuous aerosol therapy, medicated nebulizer therapy, passive hyperinflation, chest physiotherapy and postural drainage, arterial blood gas draws and analysis, equipment cleaning and environmental therapy. Basic airway management and bedside pulmonary function testing will also be explored. Equipment theory and application will be reinforced.
 Corequisites: None.
 Prerequisites: RESP 1100, RESP 1111, RESP 1131, RESP 1132, RESP 1133, RESP 1134, RESP 1135, RESP 1136, RESP 1137, RESP 1138.
 Offered: Summer Semester Sophomore Year.

- RESP 2210 Respiratory Care Practicum II** (0-36-6)
 A continuation of RESP 2201. Emphasis will be placed on departmental protocols and clinical guidelines. Students are introduced to the care of adult critically ill patients in the Intensive Care unit. Mastery of active hyperinflation therapies, chest physiotherapy, arterial blood punctures analysis, and continued concepts of airway management. The student will be required to attend a competency workshop and successfully complete an intubation Rotation in the Operating Room as part of this course. Students will be required to complete weekly logs and case studies as part of this course.
 Corequisite: None.
 Prerequisites: Current CPR, RESP 2201.
 Offered: A-term Fall Semester Sophomore Year.
- RESP 2220 Respiratory Care Practicum III** (0-36-6)
 Practicum to support content presented in RESP 1136 and 1137. Practical experiences will occur in proportion to emphasis placed on the cognitive content in the companion course. This course may also provide an opportunity for accelerated or advance students to explore additional clinical experiences outside the usual program scope. Emphasis will be placed on the neonatal/pediatric intensive care patient. Students will be required to attend and pass the NRP course.
 Corequisite: RESP 2330.
 Prerequisite: RESP 2210.
 Offered: B-term Fall Semester Sophomore Year.
- RESP 2330 Credential Preparation** (0-3-1)
 The course will focus on a review of essential concepts of Respiratory Care with emphasis on content examined by the NBRC entry level and advanced level examinations. Critical thinking skills will be reinforced through presentation and discussion of case studies. Surveys of clinical research literature, and journal articles will be examined. Each student must take and successfully pass the NBRC Self Assessment Exam as a requirement for passing the course, and for graduation from the program.
 Prerequisites: RESP 2210.
 Corequisite: RESP 2220.
 Offered: B-term Fall Semester Sophomore Year.
- RGTE 0199 Regents' Writing Skills** 30 hrs before REGENTS' TEST (2-0-2)
 The Regents' Writing Skills course is intended to ensure that all graduates of USG institutions possess certain minimum skills in writing. Students learn to evaluate their own writing strengths and weaknesses and work on improving their writing skills so that they are able to write an essay meeting the Regents' criteria.
 NOTE: Students who have 45 or more college credit hours and/or have not passed the Regents Test Essay are required to enroll in RGTE 0199.
 Prerequisite: None.
 Offered: All semesters.

- RGTR 0198 Regents' Reading Skills** 30 hrs before REGENTS' TEST (2-0-2)
 The Regents' Reading Skills course is intended to ensure that all graduates of USG institutions possess certain minimum skills in reading comprehension. Students work on improving their comprehension of material drawn from a variety of subject areas (social science, natural science and humanities) with various modes of discourse (exposition, narration and argumentation). Critical thinking and the following four major aspects of reading are emphasized: vocabulary in context, inferential and literal comprehension, and analysis.
 NOTE: Students who have 45 or more college credit hours and/or have not passed the Regents' Test Reading are required to enroll in RGTR 0198.
 Prerequisite: None.
 Offered: All semesters.
- RGTW 0197 Regents' Test Workshop** (0-0-0)
 RGTW 0197 is a tutorial designed to acquaint the student scheduled to take the Regents' Test with testing procedures, as well as to sharpen skills in both reading and writing. Students who have completed the English composition requirements in their program are encouraged to register for RGTW 0197. This course is open only to students who have fewer than 45 college credit hours.
 Prerequisite: None.
 Offered: All semesters.
- SCIE 1100 Science, Technology, & Society** (2-0-2)
 This is an interdisciplinary study of the role of science and technology in society and daily life. Emphasis will be placed upon current advances and political and social consequences. Prerequisites: READ 0099.
 Offered: Fall, Spring.
- SCIE 2000K Principles of Research Methodology** (1-2-2)
 This course is designed to teach science majors the basic principles of performing a scientific research project. Each student will identify a problem, perform a literature search, design and perform an experiment, analyze data and present the results.
 Prerequisites: BIOL 1108K, CHEM 1212K, PHYS 1112K, or consent of Division Chair.
 Offered: On demand.
- SCIE 2001K Principles of Scientific Instrumentation/Methods** (1-2-2)
 This course is designed to teach science majors how to properly use scientific instrumentation and methods in field and laboratory studies. Some of the equipment students will use may include: pH meters, data acquisition equipment interfaced with the computer, FTIR, gas chromatograph, spectrophotometer, electrophoretic equipment, etc. An experimental approach will be used to reinforce the hands-on activities.
 Prerequisite: BIOL 1108K, CHEM 1212K, or PHYS 1112K or consent of Division Chair.
 Offered: Spring by demand.

- SCIE 2026 Case Studies for Special Education Teachers** (3-0-3)
 This course is restricted to in-service special education teachers. It is a brief summary of the important aspects of environmental science and its relationship to other science areas. Classroom applications will be explored. Laboratory exercises supplement the lecture material. This course does not satisfy any core curriculum requirements.
 Prerequisites: Restricted to in-service special education teachers.
 Corequisites: None.
 Offered: As required.
- SLEP 1100 Introduction to Polysomnography** (1-16-2)
 A course designed to provide students with an overview of the operation of a sleep lab and the skills needed for a career in the polysomnography field. Students will observe the set up, monitoring, and evaluation of sleep studies conducted in the sleep lab.
 Prerequisites: Admission to the program and exited all Learning Support classes.
 Corequisites: None.
 Offered: As required.
- SLEP 1101 Polysomnography I** (3-1-4)
 This course introduces the principles and practices of polysomnography. Topics covered in the course include: The history of sleep medicine and the development of current sleep study techniques, conducting a patient sleep history, physiological aspects of sleep, identification of sleep stages, identification and diagnosis of sleep disorders, patient preparation, equipment setup and calibration, recording and monitoring techniques, documentation, and professional issues pertaining to the field of polysomnography. The lab portion of the course will provide students hands on practice in the skills required in the sleep lab.
 Corequisite: None.
 Prerequisite: MATH 1001 or higher math, and BIOL 1100K
 Offered: On demand
- SLEP 1102 Cardiopulmonary Anatomy & Phy. for Polysomnography** (3-0-3)
 A course designed to develop knowledge of normal cardiopulmonary anatomy and physiology and the pathophysiology needed by personnel employed in a sleep lab. Topics covered include: breathing, respiration, gas exchange, oxygen uptake and delivery mechanisms. Anatomy of the cardiovascular system including the blood, blood vessels, and heart. The application and interpretation of basic ECG's and the recognition of arrhythmias. Physiology of the cardiovascular system including cardiac contraction, the concepts of preload, afterload, and contractility. Corequisites: None.
 Prerequisites: Admission to the program.
 Offered: On demand.

- SLEP 1103 Respiratory Modalities for Polysomnography** (3-0-3)
A course designed to develop knowledge of normal respiratory anatomy and physiology needed by personnel employed in a sleep lab. Topics covered include anatomy of the pulmonary system; structures of the chest wall; muscles of ventilation; blood supply to the lungs; basic physiology of ventilation and lung mechanics; oxygen therapy; PAP therapy; and patient assessment.
Corequisites: None.
Prerequisites: Admission to the program.
Offered: On demand.
- SLEP 1104 Polysomnography II** (3-1-4)
A continuation of Polysomnography I. This course will focus on scoring sleep studies, additional tests performed as split night studies, multiple sleep latency testing, maintenance of wakefulness tests, PAP titration studies and others.
Corequisites: None.
Prerequisites: SLEP 1101.
Offered: On demand.
- SLEP 1105 Pharmacology of Sleep** (2-0-2)
A course designed to discriminate between the impacts of drugs used to treat sleep disorders and drugs in common use that affect the polysomnogram.
Corequisites: None.
Prerequisites: Admission to the Program.
Offered: On demand.
- SLEP 1106 Sleep Disorders** (3-0-3)
A course designed to identify the major categories of sleep disorders according to the International Classification of Sleep Disorders 2nd Edition.
Corequisites: None.
Prerequisites: Admission to the program.
Offered: On demand.
- SLEP 1107 Neuroanatomy & Physiology** (2-0-2)
A course designed to provide students with a background in neurological anatomy and physiology as it relates to sleep and sleep disorders.
Corequisites: None.
Prerequisites: Admission to the program.
Offered: On demand.
- SLEP 1108 Exam Review/Case Studies** (1-0-1)
A course to review policy topic covered throughout the program. After reviewing the material, the student is to take the practice exam offered by the Board of Registered Polysomnographic Technicians.
Corequisites: None.
Prerequisites: Admission to the program.
Offered: On demand.

- SLEP 1109 Management of the Sleep Lab** (2-0-2)
 A course designed to educate the student by covering topics such as patient & laboratory safety issues, ethics roles & professional behaviors of the sleep technician.
 Corequisites: None.
 Prerequisites: Admission to the program.
 Offered: On demand.
- SLEP 1110 Infant/Pediatric Polysomnography** (2-0-2)
 A course designed to teach students about the pathophysiology of sleep disorders encountered in infants and children, the scoring criteria used and techniques used in obtaining a sleep study, the setup of infants and pediatric patients for a PSG, special problems that may be encountered and how to troubleshoot them. We will cover communication and other issues related to infant and pediatric sleep studies.
 Corequisites: None.
 Prerequisites: Admission to the program.
 Offered: On demand.
- SLEP 1111 Polysomnography Practicum I** (0-600-6)
 An introduction to basic polysomnographic procedures performed in the clinical setting. Students will be required to master the skills of: conducting a complete sleep history, patient preparation and equipment hook-up and operation, monitoring procedures during the test, and record keeping and scoring sleep studies, identification of sleep disorders and development of therapeutic treatment plans.
 Corequisites: None.
 Prerequisites: SLEP 1110.
 Offered: On demand.
- SLEP 1112 Polysomnography Practicum II** (0-600-6)
 A course designed to continue the development of skills and concepts begun in Practicum I. In addition, this course will focus more on scoring of sleep studies, therapeutic intervention, and more advanced and specialized aspects of polysomnography designed to prepare the student for employment in the sleep lab and to take the RPSGT credentialing examination.
 Corequisites: None.
 Prerequisites: SLEP 1110.
 Offered: On demand.
- SOCI 1101 Principles of Sociology** (3-0-3)
 A survey of the discipline of sociology. Topics will include sociological theory, methods and selected substantive areas.
 Corequisite: Minimum COMPASS reading score of 74 or enrollment in READ 0099.
 Offered: All semesters.
- S101 Principles of Sociology SERVICE LEARNING** (0-0-0)
 Students who choose this option are required to volunteer 50 hours during the semester as well as attend the SOCI 1101 class.
 Offered: On demand.

- SOCI 1160 Introduction to Social Problems** (3-0-3)
 A theoretical and empirical analysis of selected major social problems confronting American society.
 Prerequisite: SOCI 1101.
 Offered: All semesters.
- S160 Introduction to Social Problems** (0-0-0)
 Students who choose this option are required to volunteer 50 hours during the semester as well as attend the SOCI 1160 class.
 Offered: On demand.
- SPAN 1001 Elementary Spanish I** (3-0-3)
 SPAN 1001 is an introduction to listening, speaking, reading, and writing in Spanish, and to the cultures of Spanish-speaking regions.
 Prerequisites: READ 0099 and ENGL 0099.
 Offered: All semesters.
- SPAN 1002 Elementary Spanish II** (3-0-3)
 SPAN 1002 is a continuation of SPAN 1001 with continued listening, speaking, reading and writing in Spanish, and orientation to the cultures of Spanish-speaking regions.
 Prerequisite: SPAN 1001 or equivalent.
 Offered: All semesters.
- SPAN 1050 Spanish for Health Care Professionals I** (3-0-3)
 An introduction to speaking, listening, reading and writing in Spanish, with application in the context of health care related professions. Designed for individuals working or majoring in health care related fields with little or no current proficiency in Spanish, the course presents health care terminology and grammar necessary to accomplish certain tasks required in the workplace, as well as extensive cultural information related to Hispanic culture.
 Prerequisites: READ 0099 and ENGL 0099.
 Offered: Fall.
- SPAN 1054 Spanish for Health Care Professionals II** (3-0-3)
 Continuation of Spanish for Health Care Professionals I. Continued development of speaking, listening, reading and writing skills in Spanish, with application in the context of health care related professions. Designed for individuals working or majoring in health care related fields, the course presents health care terminology and grammar necessary to accomplish certain tasks required in the workplace, as well as extensive cultural information related to Hispanic culture.
 Prerequisites: SPAN 1050.
 Offered: Spring.
- SPAN 1058 Spanish for Health Care Professionals III** (3-0-3)
 Continuation of Spanish for Health Care Professionals II. Continued development of speaking, listening, reading and writing skills in Spanish, with application in the context of health care related professions. Designed for individuals working or majoring in health care related fields, the course presents health care terminology and grammar necessary to accomplish certain tasks required in the workplace, as well as extensive cultural information related to Hispanic culture.
 Prerequisite: SPAN 1054.
 Offered: Summer.

- SPAN 2001 Intermediate Spanish I** (3-0-3)
SPAN 2001 continues SPAN1002 and includes a review of idiomatic expressions and the past tenses, as well as an introduction of new vocabulary, structures, and grammatical concepts. Vocabulary and structures are integrated with cultural highlights.
Prerequisite: SPAN 1002 or equivalent.
Offered: Fall.
- SPAN 2002 Intermediate Spanish II** (3-0-3)
SPAN 2002 continues SPAN 2001, and includes expansion of vocabulary and grammar, and more complex syntax, including hypothetical situations, use of subjunctive mood, and indirect discourse. Emphasis is placed on improving conversational and compositional skills in Spanish, and on heightening the student's awareness of daily life and current events in the Hispanic world as well as Hispanic contributions to the humanities.
Prerequisite: SPAN 2001 or equivalent.
Offered: Spring.
- SPAN 2003 Intermediate Spanish III** (3-0-3)
SPAN 2003 is a study of lexical items and grammatical structures and concepts of the Spanish language. The student will review basic grammatical structures as well as study more advanced linguistic concepts. Emphasis is on speaking and writing skills, though listening and reading skills will also continue to be developed. The course is taught exclusively in Spanish. Active classroom use of the Spanish language is mandatory and expected; speaking English will neither be permitted nor tolerated.
Prerequisite: SPAN 2002 or equivalent.
Offered: On demand.
- THEA 1000 Theatre Practicum** (0-3-1)
This theatre practicum course is open to all students in theatre and drama who have a role and/or do technical work on the dramatic production of the semester. May be taken each semester to a maximum of four semester hours.
Prerequisite: None.
Offered: Fall, Spring.
- THEA 1100 Theater Appreciation** (3-0-3)
This course includes the survey and critical appreciation of Theatre. A first-level course designed to introduce theatre majors and non-majors to eras of theatre history and dramatic literature and to demonstrate how theatre practitioners form a collaborative working unit which results in a performance-ready production. No previous experience required.
Prerequisite: READ 0099; ENGL 0099.
Offered: Fall.
- THEA 1105 Acting** (3-0-3)
Fundamental theories, principles, and techniques of acting with training in pantomime, improvisation, stage movement, characterization, and motivation. Eras of theatre and acting styles will also be explored.
Prerequisite: None.
Offered: Fall.

- THEA 1111 Creative Dramatics for Elementary School Teachers** (3-0-3)
 This course will introduce various techniques for presenting dramatics in the K-12 classroom, including building a play, creating simple scenic elements, and various forms of improvisation. Participants will study the work of Viola Spolin.
 Prerequisites: None.
 Co-requisites: None.
- THEA 1175 Script Analysis** (2-0-2)
 An introductory course designed to familiarize students with the vocabulary, methods, and skills necessary for understanding how dramatic literature is transformed from the printed page into a working play script.
 Prerequisite: None.
 Offered: Spring in even numbered years.
- THEA 1710 Improvisation** (0-1-1)
 An introductory course designed to enable students, individually and in groups, to learn process-centered performance techniques using unscripted concepts. Students are introduced to basic principles of stage movement, vocal technique, and creative dramatics.
 Prerequisite: None.
 Offered: Spring in even numbered years.
- THEA 2100 Stagecraft** (3-0-3)
 This course will introduce the student to basic stage technology and terminology as applied to overall theatre production. Basic scenery construction techniques will be taught through classroom instruction and laboratory participation. Standard drafting skills will be introduced for the purpose of communicating technical data for scenery construction crew. Students will serve as production running crew.
 Prerequisite: None.
 Offered: Fall, Spring, as needed.
- THEA 2105 Oral Interpretation** (3-0-3)
 Communicating the meaning of literature, prose, and poetry through the techniques of oral reading. The coaching of oral interpretation at the high school level will also be discussed.
 Prerequisites: None.
 Offered: On demand
- THEA 2210 Voice and Diction** (3-0-3)
 An introduction to vocal training for the production of Standard American Speech with an emphasis on resonance, breath control, vocal relaxation and posture using the International Phonetic Alphabet (IPA) and a variety of approaches to contemporary vocal training.
 Prerequisites: ENGL 0099 and READ 0099.
 Offered: Spring, odd-numbered years.

- THEA 2301 Scene Design for the Stage** (2-4-3)
 This course will introduce the student to the fundamental elements of scenic design. Several styles of staging, proscenium stage, black box, outdoor and variations of theatre in the round, will be discussed. Students will learn the basics of stage drafting and scale modeling in order to convey basic design ideas to others. Period design and decoration will be discussed.
 Prerequisites: THEA 2100 or permission of instructor.
 Offered: Fall, Spring.
- THEA 2306 Lighting Design for the Stage** (2-4-3)
 This course will introduce the student to the fundamental elements of lighting design. Through discussion of lighting equipment (dimming and fixtures) and accessories (color medium, projection patterns, effect generators), technique and style, the student will gain basic knowledge of stage lighting and its impact on theatrical production.
 Prerequisites: THEA 2100.
 Offered: Fall.
- THEA 2312 Sound Design for the Stage** (2-4-3)
 This course will acquaint the student with the process of sound design for theatrical production. Basic instruction will deal with the equipment and technique necessary to reproduce sound effects and background music for the stage.
 Prerequisite: THEA 2100.
 Offered: On demand.
- THEA 2315 Computer Applications for the Stage** (2-2-3)
 This course will provide the student with an overview of computer applications as they relate to theatre production. CAD for stage design and computer enhanced stage equipment will be discussed.
 Prerequisites: Enrollment in Technical Theatre Certificate Programs or by permission of instructor.
 Offered: On demand.
- THEA 2500 Production Workshop** (3-0-3)
 This course enables students to collaborate as a production team to present one or more plays in public performance. Fundamental theories of play selection, casting, scheduling, budgeting, design choices, publicity, stage management, and rehearsal techniques will be applied to the process of play production.
 Prerequisites: THEA 1100 or THEA 1105 or permission of the instructor.
 Offered: Spring in even numbered years.