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Accreditation

Hawkeye Community College is accredited by:

The Higher Learning Commission

230 South LaSalle Street, Suite 7-500
Chicago, IL 60604
800-621-7440 or 312-263-0456

2011 Reports

- [Systems Portfolio](#) [pdf]
- [Systems Appraisal Feedback Report](#) [pdf]

2006 Reports

- [Systems Portfolio](#) [pdf]
- [Systems Appraisal Feedback Report](#) [pdf]

Iowa Department of Education

Grimes State Office Building
400 E. 14th and Grand
Des Moines, IA 50319-0146

National Alliance of Concurrent Enrollment Partnership (NACEP)

126 Mallette Street
Chapel Hill, NC 27516
919-593-5205
877-572-8693 (fax)

Individual programs are recognized as follows:

Practical Nursing and Associate Degree Nursing

Approved by the Iowa Board of Nursing
State Capitol Complex
1223 E. Court Ave.
Des Moines, IA 50319.

Dental Assisting and Dental Hygiene

Accredited by the Commission on Dental Accreditation
American Dental Association
211 East Chicago Ave.
Chicago, IL 60611

Medical Laboratory Technology

Accredited by the National Accrediting Agency for Clinical Laboratory Sciences
8410 West Bryn Mawr Ave.
Chicago, IL 60631

Academic Affairs

Hawkeye Center
Lower Level
319-296-4015
[Email us](#)



Alteration and/or unauthorized use prohibited.

Occupational Therapy Assistant

Accredited by the Accreditation Council for Occupational Therapy Education (ACOTE)

ACOTE

c/o Accreditation Department

American Occupational Therapy Association (AOTA)

4720 Montgomery Lane, Suite 200

Bethesda, MD 20814-3449

301-652-AOTA

www.acoteonline.org

Physical Therapist Assistant Program

The Physical Therapist Assistant Program at Hawkeye Community College is accredited by the Commission on Accreditation in Physical Therapy Education (CAPTE) of the American Physical Therapy Association, 1111 North Fairfax Street, Alexandria, Virginia 22314; telephone: 703-706-3245; email: accreditation@apta.org; website: www.capteonline.org.

Respiratory Therapy

Accredited by the [Commission on Accreditation for Respiratory Care](#)

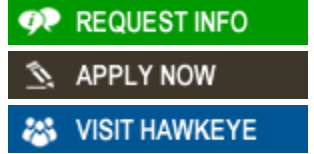
1248 Harwood Road

Bedford, TX 76021-4244

817-283-2835

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[Student Handbook](#) | [Next Page >](#)



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Dean of Math, Natural and Social Sciences

Cynthia Bottrell
Grundy Hall 207
319-296-4470
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Liberal Arts AA and AS Degrees

The Associate of Arts (AA) degree in Liberal Arts to a four-year college. Courses are articulated with Iowa's Regent universities. Students earning an Associate of Arts degree will meet most general education requirements and be admitted with junior standing.

A variety of general education and elective courses from a wide range of disciplines prepare students to transfer to a public or private four-year college or university. While at Hawkeye, students may choose to follow the guidelines of an emphasis area. Choosing an emphasis area can help guide the choice of electives in a Liberal Arts degree. It may also help students determine if the four-year degree or career track is the right choice.

Hawkeye has established articulation agreements with many four-year public and private colleges within Iowa. Students should work closely with a Hawkeye program advisor to ensure that courses transfer to a specific major or four-year college or university. During their first year at Hawkeye, students should contact the admissions office at the college they plan to transfer to in order to obtain specific program and transfer requirements.

The Associate of Science (AS) degree is designed with a greater emphasis in mathematics and science than the Associate of Arts degree. Students can enter most four-year colleges with a junior standing, but must work closely with a Hawkeye program advisor, as a statewide articulation agreement for an Associate of Science degree does not exist.

Liberal Arts Core

I. Humanities

A. Western Civilization – Provides the framework for the common origins and meaning of European and American ways of life by studying their development throughout history.

B1. Humanities – Literature and Fine Arts – Introduces dynamic and holistic ways of viewing the human condition.

B2. Humanities – Philosophy and Religion – Provides a basis of concepts and values that have influenced numerous cultures around the world.

B3. Humanities – Non-Western Cultures– Raises awareness of other cultures, including their diverse economic, political, family, and religious structures.

II. Natural Science and Mathematics

A. Biological Sciences – Establishes a framework of key concepts that deal with health issues, ethical controversies, social responsibility, and environmental quality. The laboratory experience allows the you to be introduced to the process of science.

B. Physical Sciences – Explores the chemical and physical nature of our universe. The laboratory experience introduces the student to the world of scientific technology.

C. Mathematics – Establishes an understanding of various mathematical concepts, such as finances, statistics, algebra, and geometry so that students can use them effectively in their lives.

III. Social Sciences

A. People and Their Relationships – Provides a foundation for understanding mental processes, individual behavior, and social interaction.

B. American Society – Explores the evolution of U.S. government and society and the meaning of these developments to today's world.

C. Other Social Sciences – Examines the impact of time, place, and major life events on individual behavior and social interaction.

IV. Communications

A. Written Communications – Enhances student ability to study and scrutinize issues while also broadening their reading and writing skills.

B. Oral Communications 3 – Explores ways to improve critical thinking, idea articulation, public speaking, and attentive listening in order to increase understanding and productivity.

V. Social Diversity

Considers ideas of difference and inequality in contemporary U.S. society.

VI. Elective Courses

Courses beyond general education requirements. May include courses from any Category I, II, III or V. Up to 16 technical credit hours may be used as electives.

Philosophy Statement

The Liberal Arts curriculum challenges students with the rigors of classical liberal arts educational opportunities and the current theoretical, technological, and scientific advancements. Students are prepared to take an active role in shaping the evolving standards and practices of today's society and employment

environment.

Program Outcomes

Students taking liberal arts courses at Hawkeye are not only equipped with a strong foundation for most programs offered by four-year colleges or universities, but they are also able to develop attitudes, values, and skills that will allow them to become constructive adults, both individually and within their communities.

Students receiving an Associate of Arts degree from Hawkeye will have developed the following skills:

- **Communication:** Students will develop speaking, writing, reading, and listening skills.
- **Critical Thinking and Problem Solving:** Students will acquire, evaluate, and analyze information; develop sound reasoning skills; and apply the principles of the scientific method.
- **Quantitative Reasoning:** Students will develop skills in problem-solving, logical thinking, and application of mathematical processes.
- **Community and Global Awareness:** Students will recognize and appreciate diversity, historical viewpoints, and the global perspective.
- **Individual Development:** Students will cultivate ethical values, personal wellness, and personal learning strategies.
- **Artistic Expression:** Students will acquire a global and cultural understanding of the role of the arts, instilling the personal curiosity and skills for creative expression and endeavors.
- **Information Management:** Students will apply technological methods to retrieve, process, and communicate information.

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Liberal Arts AA and AS Degrees Admission Requirements

1. Be a high school graduate or equivalent.
[High School Diploma Verification Process.](#)

2. [Apply at Hawkeye.](#)

3. Meet basic skill competencies in reading, writing, and math.

Basic skill competencies assessment provides information about your academic skills in reading, writing, and math. This information will be used to determine your acceptance, course selection, and registration.

For general admission to Hawkeye Community College, students must provide assessment scores in reading, math, and writing.

College success courses may be required if your assessment score indicates additional help is needed.

For course placement recommendations, based on your assessment score, review the [Assessment Scores and Course Equivalences.](#)

Accepted Assessments

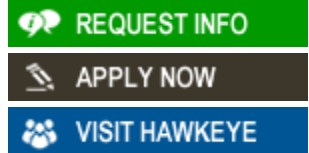
- o ACT
- o COMPASS
- o ASSET
- o SAT
- o ACCUPLACER (effective Spring 2014)

Previous College Experience

Assessment may be waived based on previous college course work in reading, math, and writing. Send your official college transcripts to the Admissions office for evaluation.

[Hawkeye's Equal Opportunity Statement](#)

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Liberal Arts – AA Degree Requirements

Award: Associate of Arts (AA)
Program Start: Fall, Spring, Summer
Enrollment Status: Full-time or part-time

Printable Tracking Sheets

[2013-2014](#)

[2014-2015](#)

Flexible Scheduling

We know you're busy balancing family and work responsibilities. That's why we've created flexible course options to help you fit your education into the mix.

Students can complete the Associate of Arts degree in Liberal Arts entirely online, in the evening, during the day, or with a combination of online, evening, daytime, and hybrid courses (courses that meet partially face to face and partially online).

You can also arrange your schedule with courses with varying start dates and course lengths so you can focus on fewer classes at one time while completing the same number of credits per semester.

The courses listed below are marked to show you at a glance some of the different formats the course may be offered, however, **course offerings change semester by semester**. [Search My Hawkeye for specific course offerings](#).

O = Online

E = Evening

A = Accelerated

Courses that meet 100% online.

Courses that meet face to face after 5:00pm.

Courses that meet face to face after 5:00pm and partially online in an accelerated 5-week or 10-week format designed for working adults.

It's recommended that students in accelerated courses take only one course at a time due to the intensity of the course format.

[View the accelerated course schedule.](#)

[REQUEST INFO](#)

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Planning Your Class Schedule

Students should work with a Hawkeye program advisor to select courses, make a transfer plan, and review their progress.

You are also encouraged to contact the admissions office at the college to which you plan to transfer during your first year at Hawkeye in order to obtain specific program and transfer requirements.

I. Humanities

9 credits (minimum)

Requires one course from Humanities A and two courses from Humanities B in two different areas 1, 2, or 3.

Humanities A – Western Civilization **3 credits (minimum)**

HIS117	Western Civilization I: Ancient and Medieval	<u>OA</u>	3
HIS118	Western Civilization II: Early Modern	<u>OA</u>	3
HIS119	Western Civilization III: The Modern Period	<u>OE A</u>	3

[View Course Descriptions](#)

Humanities B **6 credits (minimum)**

1. Literature and Fine Arts

ART101	Art Appreciation	<u>OE</u>	3
ART203	Art History I	<u>O</u>	3
ART204	Art History II	<u>O</u>	3
DRA107	Theatrical Arts and Society		3
LIT101	Introduction to Literature (<u>P</u>)	<u>OE</u>	3
MUS100	Music Appreciation	<u>OA</u>	3

[View Course Descriptions](#)

2. Philosophy and Religion

PHI101	Introduction to Philosophy	<u>OE A</u>	3
PHI105	Introduction to Ethics	<u>OE A</u>	3
REL101	Survey of World Religions	<u>O</u>	3
REL130	Introduction to Religions of the East		3

[View Course Descriptions](#)

3. Non-Western Cultures

CLS130	African Cultures *	<u>O</u>	3
CLS141	Middle Eastern History and Culture *		3
CLS150	Latin American History and Culture *	<u>OE A</u>	3
CLS160	East Asian Cultures *	<u>OA</u>	3
CLS164	Japanese History and Culture *		3
CLS172	Russian Civilization *		3

[View Course Descriptions](#)

II. Natural Science and Mathematics **10 credits (minimum)**

Requires one course each from A, B, and C, including one 4-hour science laboratory course. Total of 7 hours from A and B.

A. Biological Sciences **3-4 credits (minimum)**

BIO105	Introductory Biology	<u>E</u>	4
BIO112	General Biology I		4
BIO113	General Biology II		4
BIO154	Human Biology	<u>OE A</u>	3

BIO163	Essentials of Anatomy and Physiology	<u>E</u>	4
BIO168	Human Anatomy and Physiology I with Lab	<u>E</u>	4
BIO185	Microbiology with lab	<u>E</u>	3
CNS121	Environmental Conservation ***	<u>O</u>	3

[View Course Descriptions](#)

B. Physical Sciences **3-4 credits (minimum)**

CHM122	Introduction to General Chemistry	<u>E</u>	4
CHM165	General Chemistry I (P)		4
ENV115	Environmental Science ***	<u>O E A</u>	3
ENV116	Environmental Science Lab *** (C)	<u>O</u>	1
GEO131	Physical Geography	<u>E</u>	3
GEO132	Physical Geography Lab (C)	<u>E</u>	1
PHS120	Exploring Physical Science (P)	<u>E</u>	4
PHS142	Principles of Astronomy (P)	<u>E</u>	3
PHS152	Astronomy (P)		4
PHY162	College Physics I (P)		4
PHY212	Classical Physics I (P)		5

[View Course Descriptions](#)

C. Mathematics **3 credits (minimum)**

Assessment required

MAT110	Math for Liberal Arts (P)	<u>O E</u>	3
MAT122	College Algebra (P)		5
MAT128	Precalculus (P)		4
MAT134	Trigonometry and Analytic Geometry (P)		3
MAT156	Statistics (P)	<u>O E A</u>	3
MAT210	Calculus I (P)		4

[View Course Descriptions](#)

III. Social Sciences **9 credits (minimum)**

Requires one course each from A, B, and C.

A. People and Their Relationships

PSY111	Introduction to Psychology	<u>O E A</u>	3
SOC110	Introduction to Sociology	<u>O E A</u>	3

[View Course Descriptions](#)

B. American Society

HIS151	U.S. History to 1877	<u>O E</u>	3
HIS152	U.S. History Since 1877	<u>O E A</u>	3
POL111	American National Government	<u>O</u>	3

[View Course Descriptions](#)

C. Topics in Social Sciences

GEO121	World Regional Geography	<u>Q</u>	3
POL121	International Relations	<u>E</u>	3
POL125	Comparative Government and Politics	<u>Q</u>	3
PSY121	Developmental Psychology	<u>Q E</u>	3
PSY251	Social Psychology (<u>P</u>)		3
SOC115	Social Problems	<u>Q</u>	3
SOC120	Marriage and Family	<u>Q E A</u>	3
SOC135	Death and Dying	<u>Q E</u>	3
SOC208	Introduction to Cultural Anthropology		3
SOC220	Sociology of Aging	<u>Q</u>	3

[View Course Descriptions](#)

IV. Communications 9 credits (minimum)**Written Communications 6 credits (minimum)****Assessment required**

ENG105	Composition I (<u>P</u>)	<u>Q E A</u>	3
ENG106	Composition II (<u>P</u>)	<u>Q E A</u>	3

[View Course Descriptions](#)

Oral Communications 3 credits (minimum)

SPC101	Fundamentals of Oral Communication	<u>Q E A</u>	3
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[View Course Descriptions](#)

V. Social Diversity 3 credits (minimum)

COM148	Diversity and the Media		3
EDU223	Multicultural Education (<u>P</u>) (For Education Emphasis Only)	<u>E</u>	3
LIT133	Minority Voices in U.S. Literature	<u>E A</u>	3
PSY262	Psychology of Gender (<u>P</u>)	<u>Q</u>	3
SOC200	Minority Group Relations	<u>Q</u>	3
SOC205	Diversity in America	<u>Q E A</u>	3
WST101	Women's Studies	<u>E</u>	3

[View Course Descriptions](#)

VI. Elective Courses 22 credits (minimum)

Courses beyond general education requirements. May include courses from Categories I, II, III, IV, or V.

Choosing an emphasis area will help guide your choice of electives. It may also help you determine if the career track is the right choice for you.

A. Required Elective Course 1 credit (minimum)

SDV108	The College Experience		1
SDV109	College 101	<u>E</u>	3

[View Course Descriptions](#)

B. Suggested Elective Courses for the Liberal Arts AA Degree		21 credits (minimum)
ACC131	Principles of Accounting I (P)	<u>OE A</u> 4
ACC132	Principles of Accounting II (P)	<u>EA</u> 4
ART120	2-D Design	3
ART123	3-D Design	3
ART133	Drawing	3
ART134	Drawing II	3
ART143	Painting	3
ART144	Painting II	3
ART173	Ceramics	3
ART184	Photography	3
BCA201	Introduction to Information Systems	<u>OE</u> 3
BIO151	Nutrition	<u>OE</u> 3
BIO173	Human Anatomy and Physiology II with Lab (P)	<u>E</u> 4
BUS102	Introduction to Business	<u>OE</u> 3
BUS180	Business Ethics	<u>E</u> 3
BUS183	Business Law	<u>OA</u> 3
BUS210	Business Statistics (P)	<u>E</u> 3
BUS230	Quantitative Methods for Business Decision Making (P)	<u>E</u> 3
CHM132	Introduction to Organic and Biochemistry (P)	4
CHM175	General Chemistry II (P)	4
COM140	Introduction to Mass Media	3
CRJ100	Introduction to Criminal Justice	<u>OE</u> 3
CRJ120	Introduction to Corrections	<u>O</u> 3
CRJ200	Criminology	<u>E</u> 3
CRJ201	Juvenile Delinquency	<u>E</u> 3
CRJ233	Probation, Parole, Community-Based Corrections (P)	3
CRJ316	Juvenile Justice (P)	3
CRJ317	White Collar Crime (P)	3
CRJ318	Crime Analysis (P)	3
CRJ320	Criminal Justice Ethics (P)	3
CSC110	Introduction to Computers (P)	<u>OE</u> 3
DRA110	Introduction to Film	3
ECN110	Introduction to Economics ***	3
ECN120	Principles of Macroeconomics (P)	<u>OE A</u> 3
ECN130	Principles of Microeconomics (P)	<u>EA</u> 3
EDU214	Exploring PK-12 Education (C)	2
EDU216	Introduction to Teaching	<u>E</u> 3
EDU235	Children's Literature	<u>OE</u> 3

EDU240	Educational Psychology (C) (P)	<u>E</u>	3
EDU246	Including Diverse Learners	<u>O E</u>	3
EDU255	Technology in the Classroom (P)	<u>E</u>	3
EDU901	Academic Service Learning Experience **		1
EDU920	Field Experience (C)		1
ENG221	Creative Writing		3
FLS151	Elementary Spanish I		5
FLS152	Elementary Spanish II (P)	<u>E</u>	5
HIS201	Iowa History		3
HIS251	U.S. History 1945 to Present (P)		3
HIS257	African-American History	<u>O</u>	3
HIS277	History of Women in the U.S. (P)		3
HUM140	Shakespeare: Dramatist, Psychologist, Historian		3
LIT189	Women and Literature	<u>O</u>	3
LIT949	Special Topics in Literature (1-3 credits)		1
MAT102	Intermediate Algebra (P)		4
MAT151	Math Reasoning for Teachers I (P)		3
MAT216	Calculus II (P)		4
MAT219	Calculus III (P)		4
MGT101	Principles of Management	<u>O A</u>	3
MIL103	Military Survival Skills		2
MIL110	Leadership and Personal Development		1
MIL115	Foundations of Tactical Leadership		1
MIL120	Innovative Team Leadership		2
MIL122	Leadership in Changing Environment		2
MKT110	Principles of Marketing	<u>O A</u>	3
MUA120	Applied Piano I **		1
MUA319	Applied Voice **		1
MUS102	Music Fundamentals		3
MUS154	Chorus		1
PEA102	Aerobic Fitness I **		1
PEA117	Bowling I **		1
PEA123	Circuit Training **		1
PEA125	Indoor Cycling **		1
PEA150	Powerwalking **		1
PEA176	Volleyball I **		1
PEA187	Weight Training I **		1
PEA191	Pilates **		1
PEA194	Vinyasa Yoga **		1
PEA196	Iron Yoga-Pilates Infusion **		1

PEC110	Coaching Ethics, Techniques and Theory	1
PEC115	Athletic Development and Human Growth	1
PEC123	Anatomy for Coaching	1
PEC127	Care and Prevention of Athletic Injuries	2
PEH111	Personal Wellness	<u>Q</u> 3
PEH141	First Aid	2
PEH266	Leadership Techniques for Fitness Programs	3
PHI121	Classical/Medieval Philosophy	3
PHS152	Astronomy	4
PHY172	College Physics II (P)	4
PHY222	Classical Physics II (P)	5
PSY241	Abnormal Psychology (P)	<u>Q</u> 3
PSY261	Human Sexuality	3
PSY924	Honors Project	1
PSY926	Honors Seminar	3
SDV127	Study Strategies	1
SDV131	Career Exploration	<u>Q</u> 2
SOC160	Introduction to Social Work	<u>Q</u> 3
SOC195	Urban Studies (P)	<u>Q</u> 3
SOC850	Cultural Immersion Field Experience ** (1-3 credits)	1
SPC122	Interpersonal Communication (P)	<u>Q</u> 3
SPC132	Group Communication (P)	3
XXX924	Honors Project (1-3 credits)	1
XXX926	Honors Seminar	3

[View Course Descriptions](#)

* Meets the Non-Western Cultures requirement at UNI.

** Repeatable: see course description for number of times.

*** CNS121 or ENV115/116 – only one can be taken toward your 7 hours of science.

**** No credit if ECN120 or ECN130 earned

P Must complete a prerequisite.

C Must take a corequisite.

Liberal Arts – AS Degree Requirements

Award: Associate of Science (AS)

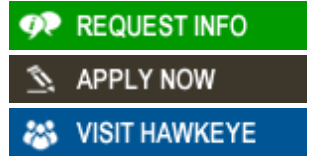
Program Start: Fall, Spring, Summer

Enrollment Status: Full-time or part-time

Printable Tracking Sheets

[2013-2014](#)

[2014-2015](#)



Planning Your Class Schedule

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I. Humanities	3 credits (minimum)
Requires one course from A, B, C, or D.	

A. Western Civilization		
HIS117	Western Civilization I: Ancient and Medieval	3
HIS118	Western Civilization II: Early Modern	3
HIS119	Western Civilization III: The Modern Period	3
View Course Descriptions		

B. Literature and Fine Arts		
ART101	Art Appreciation	3
ART203	Art History I	3
ART204	Art History II	3
DRA107	Theatrical Arts and Society	3
LIT101	Introduction to Literature * (P)	3
MUS100	Music Appreciation	3
View Course Descriptions		

C. Philosophy and Religion		
PHI101	Introduction to Philosophy *	3
PHI105	Introduction to Ethics *	3
REL101	Survey of World Religions	3
REL130	Introduction to Religions of the East	3
View Course Descriptions		

D. Non-Western Cultures

CLS130	African Cultures	3
CLS141	Middle Eastern History and Culture	3
CLS150	Latin American History and Culture	3
CLS160	East Asian Cultures	3
CLS164	Japanese History and Culture	3
CLS172	Russian Civilization	3

[View Course Descriptions](#)

II. Natural Science and Mathematics 20 credits (minimum)

Requires one course from each area A, B, and C. Need 7 hours from A and B, including one 4-hour science laboratory courses.



Students must work with their advisor to determine the math and science sequences needed to transfer to the program and university of their choice.

A. Biological Sciences 3 credits (minimum)

BIO105	Introductory Biology	4
BIO112	General Biology I	4
BIO113	General Biology II	4
BIO154	Human Biology	3
BIO163	Essentials of Anatomy and Physiology	4
BIO168	Human Anatomy and Physiology I with Lab	4
BIO173	Human Anatomy and Physiology II with Lab (P)	4
BIO185	Microbiology with lab	3
CNS121	Environmental Conservation ***	3

[View Course Descriptions](#)

B. Physical Sciences 3 credits (minimum)

CHM122	Introduction to General Chemistry	4
CHM132	Introduction to Organic and Biochemistry (P)	4
CHM165	General Chemistry I (P)	4
CHM175	General Chemistry II (P)	4
ENV115	Environmental Science ***	3
ENV116	Environmental Science Lab *** (C)	1
GEO131	Physical Geography	3
GEO132	Physical Geography Lab (C)	1
PHS120	Exploring Physical Science (P)	4
PHS142	Principles of Astronomy (P)	3
PHS152	Astronomy (P)	4
PHY162	College Physics I (P)	4
PHY172	College Physics II (P)	4
PHY212	Classical Physics I (P)	5
PHY222	Classical Physics II (P)	5

[View Course Descriptions](#)

C. Mathematics 3 credits (minimum)

MAT110	Math for Liberal Arts (P)	3
MAT122	College Algebra (P)	5
MAT128	Precalculus (P)	4
MAT134	Trigonometry and Analytic Geometry (P)	3
MAT156	Statistics (P)	3
MAT210	Calculus I (P)	4
MAT216	Calculus II (P)	4
MAT219	Calculus III (P)	4

[View Course Descriptions](#)

III. Social Sciences 6 credits (minimum)

Requires one course from each area A and B.

A. People and Their Relationships 3 credits (minimum)

PSY111	Introduction to Psychology	3
SOC110	Introduction to Sociology	3

[View Course Descriptions](#)

B. American Society 3 credits (minimum)

HIS151	U.S. History to 1877	3
HIS152	U.S. History Since 1877	3
POL111	American National Government	3

[View Course Descriptions](#)

IV. Communications 9 credits (minimum)

A. Written Communications 6 credits (minimum)
Assessment required

ENG105	Composition I (P)	3
ENG106	Composition II (P)	3

[View Course Descriptions](#)

B. Oral Communications 3 credits (minimum)

SPC101	Fundamentals of Oral Communication	3
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[View Course Descriptions](#)

V. Social Diversity 3 credits (minimum)

COM148	Diversity and the Media	3
LIT133	Minority Voices in U.S. Literature (P) (+)	3
PSY262	Psychology of Gender (P) (+)	3
SOC200	Minority Group Relations	3

SOC205	Diversity in America (+)	3
WST101	Women's Studies (+)	3

[View Course Descriptions](#)

VI. Distributed Requirement **4 credits (minimum)**

Select 4 credits from categories I, II, III, IV, or V.

VII. Elective Courses **17 credits (minimum)**

Courses beyond general education requirements. May include courses from Categories I, II, III, IV, or V. Up to 16 technical credits may be used as electives. Additional classes may be available. For more information, contact a program advisor.

A. Required Elective Course **1 credit (minimum)**

SDV108	The College Experience	1
SDV109	College 101	3

[View Course Descriptions](#)

B. Suggested Elective Courses for the Liberal Arts AS Degree **16 credits (minimum)**

ACC131	Principles of Accounting I (P)	4
ACC132	Principles of Accounting II (P)	4
AGA114	Principles of Agronomy °	3
AGA154	Fundamentals of Soil Science °	3
AGA214	Cash Grains °	3
AGA284	Pesticide Application Certification °	3
AGA376	Integrated Pest Management °	3
AGB101	Agricultural Economics °	3
AGB111	Agriculture Enterprise Lab ** °	1
AGB235	Introduction to Agriculture Markets °	3
AGB303	Agriculture Leadership °	3
AGB331	Entrepreneurship in Agriculture °	3
AGB336	Agricultural Selling °	3
AGB466	Agricultural Finance °	3
AGC103	Ag Computer °	3
AGH112	Introduction to Turfgrass Management	3
AGH119	Herbaceous Plant Materials °	2
AGH122	Woody Plant Materials °	2
AGH161	Irrigation Systems °	3
AGH211	Advanced Turfgrass Management °	3
AGH221	Principles of Horticulture °	3
AGH222	Plant Propagation I °	2
AGH280	Botany for Horticulture °	3

AGH322	Plant Propagation II °	2
AGP333	Precision Farming Systems °	3
AGP401	Introduction to GIS Software ° (P)	1
AGP450	Fundamentals of GIS	3
AGS113	Survey of the Animal Industry °	3
AGS211	Issues Facing Animal Science °	2
AGS218	Domestic Animal Physiology (P)	4
AGS272	Foods of Animal Origin ° (P)	5
AGS305	Livestock Evaluation °	3
AGS319	Animal Nutrition °	3
AGT805	Employment Experience °	5
AGV123	Companion Animal °	3
ART120	2-D Design	3
ART123	3-D Design	3
ART133	Drawing	3
ART134	Drawing II (P)	3
ART143	Painting	3
ART144	Painting II	3
ART173	Ceramics	3
ART184	Photography	3
BCA201	Introduction to Information Systems	3
BIO151	Nutrition	3
BUS102	Introduction to Business	3
BUS180	Business Ethics	3
BUS183	Business Law	3
BUS210	Business Statistics (P)	3
BUS230	Quantitative Methods for Business Decision Making (P)	3
CNS201	Conservation Biology (P)	4
COM140	Introduction to Mass Media **	3
CSC110	Introduction to Computers (P)	3
DRA110	Introduction to Film	3
ECN110	Introduction to Economics ****	3
ECN120	Principles of Macroeconomics	3
ECN130	Principles of Microeconomics	3
ENG221	Creative Writing (C)	3
FLS151	Elementary Spanish I	5
FLS152	Elementary Spanish II (P)	5
HIS201	Iowa History	3
HIS251	U.S. History 1945 to Present (P)	3
HIS257	African-American History	3

HIS277	History of Women in the U.S. (P)	3
HUM130	Holocaust Perspectives: Confronting the Future **	3
LIT189	Women and Literature	3
LIT949	Special Topics in Literature **	1
MAT102	Intermediate Algebra (P)	4
MGT101	Principles of Management	3
MIL103	Military Survival Skills **	2
MIL110	Leadership and Personal Development **	1
MIL115	Foundations of Tactical Leadership	1
MIL120	Innovative Team Leadership	2
MIL122	Leadership in Changing Environment	2
MKT110	Principles of Marketing	3
MUA120	Applied Piano I	1
MUA319	Applied Voice **	1
MUS102	Music Fundamentals	3
MUS154	Chorus	1
PEA102	Aerobic Fitness I **	1
PEA117	Bowling I **	1
PEA123	Circuit Training **	1
PEA125	Indoor Cycling **	1
PEA150	Powerwalking **	1
PEA176	Volleyball I **	1
PEA187	Weight Training I **	1
PEA191	Pilates **	1
PEA194	Vinyasa Yoga **	1
PEA196	Iron Yoga-Pilates Infusion	1
PEC110	Coaching Ethics, Techniques and Theory	1
PEC115	Athletic Development and Human Growth	1
PEC123	Anatomy for Coaching	1
PEC127	Care and Prevention of Athletic Injuries	2
PEH111	Personal Wellness	3
PEH141	First Aid **	2
PHI121	Classical/Medieval Philosophy	3
POL121	International Relations	3
POL125	Comparative Government and Politics	3
PSY121	Developmental Psychology	3
PSY241	Abnormal Psychology (P)	3
PSY251	Social Psychology (P)	3
PSY261	Human Sexuality	3
PSY924	Honors Project	1

PSY926	Honors Seminar	3
SDV127	Study Strategies	1
SDV131	Career Exploration	2
SOC115	Social Problems	3
SOC120	Marriage and Family	3
SOC135	Death and Dying	3
SOC160	Introduction to Social Work	3
SOC195	Urban Studies (P)	3
SOC208	Introduction to Cultural Anthropology	3
SOC220	Sociology of Aging	3
SOC850	Cultural Immersion Field Experience **	1
SPC122	Interpersonal Communication	3
SPC132	Group Communication	3
XXX924	Honors Project	1
XXX926	Honors Seminar	3

[View Course Descriptions](#)

* Meets the Ethics requirement at ISU for College of Agriculture.

** Repeatable: see course description for number of times.

*** CNS121 or ENV115/116 – only one can be taken toward your 7 hours of science requirements.

**** No credit if ECN120 or ECN130 earned

+ Meets the Diversity requirement at ISU for College of Agriculture.

° Other AGP, AGB, AGA, AGS, and AGH transfer classes may be taken. Please contact your program advisor.

P Must complete a prerequisite.

C Must take a corequisite.

Emphasis Area – Communications

If you are interested in completing a bachelor's degree in Communications you should consider taking 12 credit hours from the courses listed below as part of your [AA degree in Liberal Arts](#).

Planning Your Class Schedule

Students should consult with an advisor in Student Services or a faculty advisor to select courses, make a transfer plan, and periodically review their progress towards their degree completion.

Students are also encouraged to contact the admissions office at the college to which they plan to transfer during their first year at Hawkeye in order to obtain specific program and transfer requirements.

Not all courses may be required for or transfer to your future major.

Communications Transfer Courses		
COM140	Introduction to Mass Media	3
COM148	Diversity and the Media	3
SPC120	Intercultural Communications	3
SPC122	Interpersonal Communication	3
SPC132	Group Communication	3
SPC140	Oral Interpretation	3

[View Course Descriptions](#)

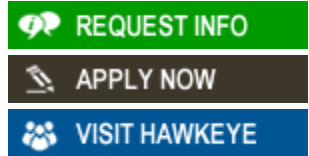
Career Opportunities

The following are some of the career opportunities you can pursue in Communications:

- Public Relations Specialist
- Teacher: Debate/Speech
- Advertising
- Public Information Officer
- Human Resources

Find employment in many industries such as:

- government
- business
- not-for-profit organizations
- education
- manufacturing
- politics



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Emphasis Area – English and Literature

If you are interested in completing a bachelor’s degree in English and Literature you should consider taking 12 credit hours from the courses listed below as part of your [AA degree in Liberal Arts](#).

Planning Your Class Schedule

Students should consult with an advisor in Student Services or a faculty advisor to select courses, make a transfer plan, and periodically review their progress towards their degree completion.

Students are also encouraged to contact the admissions office at the college to which they plan to transfer during their first year at Hawkeye in order to obtain specific program and transfer requirements.

Not all courses may be required for or transfer to your future major.




English and Literature Courses		
COM763	Introduction to Professional Writing	3
ENG221	Creative Writing	3
HUM140	Shakespeare: Dramatist, Psychologist, Historian	3
LIT101	Introduction to Literature	3
LIT133	Minority Voices in U.S. Literature	3
LIT189	Women and Literature	3
LIT949	Special Topics in Literature	1

[View Course Descriptions](#)

Career Opportunities

Skills gained in the English and Literature emphasis area can be easily applied to many career areas including:

- Publishing
- Copy Editing
- Publications
- The Arts
- Advertising
- Journalism

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Emphasis Area – Fine Arts

If you are interested in completing a bachelor’s degree in Fine Arts you should consider taking 12 credit hours from the courses listed below as part of your [AA degree in Liberal Arts](#).

Planning Your Class Schedule

Students should consult with an advisor in Student Services or a faculty advisor to select courses, make a transfer plan, and periodically review their progress towards their degree completion.

Students are also encouraged to contact the admissions office at the college to which they plan to transfer during their first year at Hawkeye in order to obtain specific program and transfer requirements.

Not all courses may be required for or transfer to your future major.

Fine Arts Courses		
ART101	Art Appreciation	3
ART133	Drawing	3
ART134	Drawing II	3
ART143	Painting	3
ART144	Painting II	3
ART184	Photography	3
ART203	Art History I	3
ART204	Art History II	3
MUA120	Applied Piano I	1
MUS100	Music Appreciation	3

[View Course Descriptions](#)

Career Opportunities

The following are some of the career opportunities you can pursue in Fine Arts:

- Art Consultant
- Teacher
- Events Planner
- Program Coordinator
- Advertising
- Art Therapy

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Emphasis Area – Global Studies

The Global Studies program provides students with the opportunity to study international affairs from a variety of disciplinary perspectives..

If you are interested in completing a bachelor’s degree in Global Studies you should consider taking 12 credit hours from the courses listed below as part of your [AA degree in Liberal Arts](#).

Planning Your Class Schedule

Students should consult with an advisor in Student Services or a faculty advisor to select courses, make a transfer plan, and periodically review their progress towards their degree completion.

Students are also encouraged to contact the admissions office at the college to which they plan to transfer during their first year at Hawkeye in order to obtain specific program and transfer requirements.

Not all courses may be required for or transfer to your future major.

A. Choose three courses with different prefixes

CLS130	African Cultures -OR-	3
CLS141	Middle Eastern History and Culture -OR-	3
CLS150	Latin American History and Culture -OR-	3
CLS160	East Asian Cultures -OR-	3
CLS164	Japanese History and Culture -OR-	3
CLS172	Russian Civilization	3
GEO121	World Regional Geography	3
HIS119	Western Civilization III: The Modern Period	3
POL121	International Relations -OR-	3
POL125	Comparative Government and Politics	3
REL101	Survey of World Religions -OR-	3
REL130	Introduction to Religions of the East	3

[View Course Descriptions](#)

B. Choose two courses from the list below

ART203	Art History I	3
ART204	Art History II	3
FLS151	Elementary Spanish I	5
FLS152	Elementary Spanish II	5
HIS117	Western Civilization I: Ancient and Medieval	3
HIS118	Western Civilization II: Early Modern	3

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PHI105	Introduction to Ethics	3
SOC205	Diversity in America	3
SOC208	Introduction to Cultural Anthropology	3

[View Course Descriptions](#)

Career Opportunities

- International banking
- International trade specialist
- Foreign correspondent
- Customs/Immigration officer
- Lobbyist
- Teacher
- Government relations
- Business trade
- Nonprofit work
- International media
- Peace Corps/Missionary
- Customs/Immigration specialist

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Emphasis Area – History

If you are interested in completing a bachelor’s degree in History you should consider taking 12 credit hours from the courses listed below as part of your [AA degree in Liberal Arts](#).

Planning Your Class Schedule

Students should consult with an advisor in Student Services or a faculty advisor to select courses, make a transfer plan, and periodically review their progress towards their degree completion.

Students are also encouraged to contact the admissions office at the college to which they plan to transfer during their first year at Hawkeye in order to obtain specific program and transfer requirements.

Not all courses may be required for or transfer to your future major.

History Courses		
ART203	Art History I -OR-	3
ART204	Art History II	3
GEO121	World Regional Geography -OR-	3
SOC208	Introduction to Cultural Anthropology	3
HIS117	Western Civilization I: Ancient and Medieval -OR-	3
HIS118	Western Civilization II: Early Modern -OR-	3
HIS119	Western Civilization III: The Modern Period	3
HIS151	U.S. History to 1877 -OR-	3
HIS152	U.S. History Since 1877	3
HIS201	Iowa History -OR-	3
HIS251	U.S. History After 1945 -OR-	3
HIS257	African-American History -OR-	3
HIS277	History of Women in the U.S.	3

[View Course Descriptions](#)

Career Opportunities

- Historians as **Educators** in schools, historic sites, and museums.
- Historians as **Researchers** in museums, historical organization, history preservation, and think tanks.
- Historians as **Communicators** as documentary editors, information managers, archivists, record and information managers.
- Historians as **Advocates** in the legal profession, legislative staff work, and foundations.
- Historians in **Business** as corporate historians, and as historians in nonprofit associations.

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Emphasis Area – Mathematics

Mathematics is a field of study which is known for its role in developing critical thinking. Students with strong mathematical backgrounds and understanding enjoy a wide range of career choices as well as exceptional employability.

If you are interested in completing a bachelor's degree in Mathematics, consider taking your calculus course(s) at Hawkeye as part of your [AA degree in Liberal Arts](#).

Planning Your Class Schedule

Students should consult with an advisor in Student Services or a faculty advisor to select courses, make a transfer plan, and periodically review their progress towards their degree completion.

Students are also encouraged to contact the admissions office at the college to which they plan to transfer during their first year at Hawkeye in order to obtain specific program and transfer requirements.

Not all courses may be required for or transfer to your future major.

The lowest-level math course which is counted towards a mathematics major or minor at a transfer institution is Calculus I. Hawkeye offers Calculus I, II, and III as well as a thorough list of prerequisite courses.

Mathematics Courses

MAT210	Calculus I (Math ACT 27; COMPASS Trigonometry 51-100)	4
MAT216	Calculus II	4
MAT219	Calculus III	4

[View Course Descriptions](#)

Calculus Preparation

If you do not meet the minimum ACT or COMPASS scores for Calculus I, you can take the following prerequisite courses to meet the minimum requirements. **We strongly recommend you work with an advisor or program faculty to determine your appropriate placement.**

Placement is based upon your ACT or COMPASS test scores; or the completion of prerequisite courses at other institutions.

Calculus preparation courses will not count as part of your mathematics major or minor at a transfer institution.

Calculus Preparation – Path 1

Recommended for students who have never taken trigonometry.

MAT102	Intermediate Algebra (Math ACT 19; COMPASS Algebra 42-65)	4
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MAT122	College Algebra (Math ACT 24; COMPASS College Algebra 31-50)	5
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MAT134	Trigonometry and Analytic Geometry (Math ACT 25; COMPASS Trigonometry 31-50)	3
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Calculus Preparation – Path 2

MAT128	Precalculus (Math ACT 25; COMPASS Trigonometry 31-50)	4
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Career Opportunities

An undergraduate degree in mathematics can lead to careers in:

- government
- business
- secondary teaching
- life science
- physical science
- actuarial science
- public relations
- banking
- police science

Graduate study is advisable for some business and governmental positions and for college teaching or research.

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Emphasis Area – Media Studies

The Media Studies emphasis area helps to critically examine all types of media, including film, Television, advertising, journalism and digital media to understand how it impacts and is impacted by society.

If you are interested in completing a bachelor’s degree in media studies you should consider taking 12 credit hours from the courses listed below as part of your [AA degree in Liberal Arts](#).

Planning Your Class Schedule

Students should consult with an advisor in Student Services or a faculty advisor to select courses, make a transfer plan, and periodically review their progress towards their degree completion.

Students are also encouraged to contact the admissions office at the college to which they plan to transfer during their first year at Hawkeye in order to obtain specific program and transfer requirements.

Not all courses may be required for or transfer to your future major.




Media Studies Courses		
COM140	Introduction to Mass Media	3
COM148	Diversity and the Media	3
DRA107	Theatrical Arts and Society	3
DRA110	Introduction to Film	3

[View Course Descriptions](#)

Career Opportunities

The following are some of the career opportunities you can pursue in Media Studies:

- Public Relations
- Advertising
- Marketing
- Broadcast Journalist
- Film or television critic

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Emphasis Area – Philosophy and Religion

The Philosophy and Religion emphasis area provides training in critical thinking skills that is the basis for many professions. Jobs may require additional training in specialized knowledge.

If you are interested in completing a bachelor’s degree in Philosophy and Religion you should consider taking 12 credit hours from the courses listed below as part of your [AA degree in Liberal Arts](#).

Planning Your Class Schedule

Students should consult with an advisor in Student Services or a faculty advisor to select courses, make a transfer plan, and periodically review their progress towards their degree completion.

Students are also encouraged to contact the admissions office at the college to which they plan to transfer during their first year at Hawkeye in order to obtain specific program and transfer requirements.

Not all courses may be required for or transfer to your future major.

Philosophy and Religion Courses

PHI101	Introduction to Philosophy	3
PHI105	Introduction to Ethics	3
REL101	Survey of World Religions	3
REL130	Introduction to Religions of the East	3

[View Course Descriptions](#)

Career Opportunities

The following are some of the career opportunities you can pursue in Philosophy and Religion:

- Business
- Minister
- Law
- Teaching
- Journalism
- Public relations

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Emphasis Area – Pre-Mortuary Science

Working as a funeral director requires various skills including meeting and consoling families requiring funeral services for their loved one, business skills, and embalming skills. Mortuary science programs prepare students for careers in the funeral industry.

Mortuary science programs typically require students to complete a two-year degree (or equivalent) before starting their program. Hawkeye's [Liberal Arts - AA degree](#) Pre-Mortuary Science emphasis provides the proper background to start a mortuary program.

The recommended courses below will help provide you with an appropriate background for mortuary course work, as well as some of the challenges of being a funeral director.

Planning Your Class Schedule

Students should consult with an advisor in Student Services or a faculty advisor to select courses, make a transfer plan, and periodically review their progress towards their degree completion.

Students are also encouraged to contact the admissions office at the college to which they plan to transfer during their first year at Hawkeye in order to obtain specific program and transfer requirements.

Not all courses may be required for or transfer to your future major.

Pre-Mortuary Science Transfer Courses

BIO163	Essentials of Anatomy and Physiology	4
BUS102	Introduction to Business * -OR-	3
BUS180	Business Ethics *	3
CHM122	Introduction to General Chemistry	4
CSC110	Introduction to Computers *	3
PSY111	Introduction to Psychology	3
REL101	Survey of World Religions	3
SOC110	Introduction to Sociology	3
SOC135	Death and Dying	3
SOC205	Diversity in America	3

[View Course Descriptions](#)

* Recommended courses, but do not count towards your [Liberal Arts Core](#) requirement.

Funeral Career Outlook

The [Bureau of Labor Statistics](#) provides information on various careers including how much growth in employment will be occurring in the field.

Schooling Required to Become a State Licensed Funeral Director

To become a state licensed funeral director a student must complete one to two years of mortuary

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coursework in a mortuary program and then pass the National Board Exam.

A one year internship at a funeral home is required in Iowa and neighboring states.

Volunteer work at a funeral home is recommended before a student starts their mortuary program. The pre-mortuary advisor can help to arrange this service work.

Mortuary Programs in the Region

<u>Des Moines Area Community College – DMACC</u>	Des Moines, IA
<u>University of Minnesota</u>	Minneapolis, MN
<u>Worsham College</u>	Wheeling, IL

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Emphasis Area – Psychology

Psychology is both a science and a profession. Regardless of your specific career plans, a bachelor's degree in Psychology will develop your critical thinking and interpersonal skills and broaden your understanding of research, ethics, and human behavior.

If you are interested in completing a bachelor's degree in Psychology you should consider taking 12 credit hours from the courses listed below as part of your [AA degree in Liberal Arts](#).

Planning Your Class Schedule

Students should consult with an advisor in Student Services or a faculty advisor to select courses, make a transfer plan, and periodically review their progress towards their degree completion.

Students are also encouraged to contact the admissions office at the college to which they plan to transfer during their first year at Hawkeye in order to obtain specific program and transfer requirements.

Not all courses may be required for or transfer to your future major.

Psychology Courses

PSY111	Introduction to Psychology	3
PSY121	Developmental Psychology	3
PSY241	Abnormal Psychology	3
PSY251	Social Psychology	3
PSY261	Human Sexuality	3
PSY262	Psychology of Gender	3

[View Course Descriptions](#)

Career Opportunities

A bachelor's degree in Psychology can prepare students for careers in a variety of fields such as:

- Management/administration
- Family and social services
- Sales/marketing
- Public relations
- Personnel and labor relations
- Health/wellness

With a graduate degree in Psychology (MA, MS, PhD, or PsyD), one may pursue a variety of career options such as:

- Research
- Teaching
- Counseling/Therapy
- Human Resources/Organizational Consulting

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- Forensics
- Sports Psychology
- Educational Psychology

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The [American Psychological Association](#) provides additional information on careers and subfields of Psychology.

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Emphasis Area – Science

If you are interested in completing a bachelor’s degree in Science you should consider taking 12 credit hours from the courses listed below as part of your [AA degree in Liberal Arts](#).

You may find support for this dynamic major through STEM initiatives (Science, Technology, Engineering, and Math) such as scholarship and grant opportunities.

Planning Your Class Schedule

Students should consult with an advisor in Student Services or a faculty advisor to select courses, make a transfer plan, and periodically review their progress towards their degree completion.

Students are also encouraged to contact the admissions office at the college to which they plan to transfer during their first year at Hawkeye in order to obtain specific program and transfer requirements.

Not all courses may be required for or transfer to your future major.

As a science major, it is important to take the two-semester sequences from the same institution.

For example, if you want to major in Biology, take General Biology I and II from Hawkeye to have the best transferability to the regent institutions.

Science Courses		
BIO112	General Biology I -AND-	4
BIO113	General Biology II	4
CHM165	General Chemistry I -AND-	4
CHM175	General Chemistry II	4
PHY162	College Physics I -AND-	4
PHY172	College Physics II	4

[View Course Descriptions](#)

Career Opportunities

There is a growing need for science majors in our state and nation. Below is a sample list of career opportunities for science majors.

- Teacher
- Medical Doctor
- Veterinary Medicine
- Pharmacy
- Environmental
- Engineering
- Science Research

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Emphasis Area – Sociology and Social Services

Regardless of your career plans, a degree in Sociology will help you gain skills in critical thinking, research methods, understanding the way that society works and the relationship between individuals and the societies in which we live.

If you are interested in completing a bachelor's degree in Sociology and Social Services you should consider taking 12 credit hours from the courses listed below as part of your AA degree in Liberal Arts.

Planning Your Class Schedule

Students should consult with an advisor in Student Services or a faculty advisor to select courses, make a transfer plan, and periodically review their progress towards their degree completion.

Students are also encouraged to contact the admissions office at the college to which they plan to transfer during their first year at Hawkeye in order to obtain specific program and transfer requirements.

Not all courses may be required for or transfer to your future major.

Sociology Track Courses

SOC110	Introduction to Sociology	3
SOC115	Social Problems	3
SOC120	Marriage and Family	3
SOC135	Death and Dying	3
SOC200	Minority Group Relations	3
SOC205	Diversity in America	3
SOC220	Sociology of Aging	3
SOC240	Introduction to Criminology	3

[View Course Descriptions](#)

Social Services Track Courses

PSY121	Developmental Psychology	3
PSY251	Social Psychology	3
SOC110	Introduction to Sociology	3
SOC160	Introduction to Social Work	3
SOC200	Minority Group Relations	3
SOC205	Diversity in America	3
SOC220	Sociology of Aging	3

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Career Opportunities

A degree in Sociology prepares students for careers in a variety of fields such as:

- case management
- corrections
- public relations
- public administration
- non-profit management
- research
- policy

In addition, some graduates continue on to graduate or professional school, eventually earning an MA/MS, PhD, MBA, or JD.

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Emphasis Area – Wellness

If you are interested in completing a bachelor's degree in Wellness you should consider taking 12 credit hours from the courses listed below as part of your [AA degree in Liberal Arts](#).

Planning Your Class Schedule

Students should consult with an advisor in Student Services or a faculty advisor to select courses, make a transfer plan, and periodically review their progress towards their degree completion.

Students are also encouraged to contact the admissions office at the college to which they plan to transfer during their first year at Hawkeye in order to obtain specific program and transfer requirements.

Not all courses may be required for or transfer to your future major.

Wellness Transfer Courses

BIO163	Essentials of Anatomy and Physiology -AND-	4
BIO168	Human Anatomy and Physiology I with Lab -AND-	4
BIO173	Human Anatomy and Physiology II with Lab	4
PEC127	Care and Prevention of Athletic Injuries	2
PEH111	Personal Wellness	3
PSY111	Introduction to Psychology	3

[View Course Descriptions](#)

Career Opportunities

The following are some of the career opportunities you can pursue in Wellness:

- Wellness Coordinator/Fitness Director at a worksite, hospital, YMCA, or YWCA.
- Coaching
- Physical Education Teacher
- Wellness Coach
- Weight Management Specialist
- Exercise Physiologist
- Recreational Specialist
- Personal Trainer
- Group Exercise Instructor

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Emphasis Area – Women's Studies

The Women's Studies emphasis crosses traditional academic boundaries to analyze role of gender and Focuses on Cultural learning.

If you are interested in completing a bachelor's degree in Women's Studies you should consider taking 12 credit hours from the courses listed below as part of your [AA degree in Liberal Arts](#).

Planning Your Class Schedule

Students should consult with an advisor in Student Services or a faculty advisor to select courses, make a transfer plan, and periodically review their progress towards their degree completion.

Students are also encouraged to contact the admissions office at the college to which they plan to transfer during their first year at Hawkeye in order to obtain specific program and transfer requirements.

Not all courses may be required for or transfer to your future major.

Women's Studies Courses

COM148	Diversity and the Media	3
HIS277	History of Women in the U.S.	3
LIT189	Women and Literature	3
PSY262	Psychology of Gender	3
WST101	Women's Studies	3

[View Course Descriptions](#)

Career Opportunities

The following are some of the career opportunities you can pursue in Women's Studies:

- Human Rights Advocate
- Crisis Center Director
- Advocate for Social Groups
- Public Relations Manager

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Agricultural Science Transfer Program

The Agriculture Science program is designed to allow students to complete the first two years of a four-year bachelor's degree program. A variety of agricultural, mathematics, sciences, and liberal arts courses are offered to prepare students to transfer to public or private four-year colleges and universities.

The Associate of Science in Agricultural Science allows graduates to enter four-year colleges or universities with 65 credits and/or junior standing. The courses in this program also allow for entry-level employment if the graduate decides to postpone their transfer.

Transfer Information

Students wishing to transfer, especially with a junior standing, must work closely with a Hawkeye academic advisor. Specific bachelor's degree program requirements vary. For more information, contact a program advisor.

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Agricultural Science Admissions Requirements

1. Be a high school graduate or equivalent.
[High School Diploma Verification Process.](#)

2. [Apply at Hawkeye.](#)

3. Meet basic skill competencies in reading, writing, and math.

Basic skill competencies assessment provides information about your academic skills in reading, writing, and math. This information will be used to determine your acceptance, course selection, and registration.

For general admission to Hawkeye Community College, students must provide assessment scores in reading, math, and writing.

College success courses may be required if your assessment score indicates additional help is needed.

For course placement recommendations, based on your assessment score, review the [Assessment Scores and Course Equivalences.](#)

Accepted Assessments

- ACT
- COMPASS
- ASSET
- SAT
- ACCUPLACER (effective Spring 2014)

Previous College Experience

Assessment may be waived based on previous college course work in reading, math, and writing. Send your official college transcripts to the Admissions office for evaluation.

[Hawkeye's Equal Opportunity Statement](#)

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Agricultural Science Courses

Award: Associate of Science (AS)

Program Start: Fall, Spring, Summer

Enrollment Status: Full-time or part-time

The **Agricultural Science program** requires a mix of general education and hands-on courses. The following list of courses is from the current catalog year, organized in the suggested sequence of study for a full-time student, and is subject to change.

Part-time students, visit with a program advisor for a modified sequence of study.

If you are a current student your program requirements may be different than those listed for the current catalog year. [View your Program Evaluation](#) to see your specific program requirements and to search and register for classes.

Semester 1		
AGA114	Principles of Agronomy	3
AGS113	Survey of the Animal Industry	3
BIO112	General Biology I	4
SOC115	Social Problems	3
	<u>Social Diversity</u>	3
<u>View Course Descriptions</u>		Total Credits 16

Semester 2		
AGA154	Fundamentals of Soil Science	3
AGS211	Issues Facing Animal Science (optional)	2
BIO113	General Biology II	4
ENG105	Composition I	3
MAT156	Statistics	3
	<u>Humanities (Literature and Fine Arts) -OR-</u>	3
	<u>Humanities (Philosophy and Religion)</u>	3
<u>View Course Descriptions</u>		Total Credits 18

Semester 3		
AGP333	Precision Farming Systems	3
CHM165	General Chemistry I	4
HIS117	Western Civilization I: Ancient and Medieval	3
HIS151	U.S. History to 1877 -OR-	3
HIS152	U.S. History Since 1877	3

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[View Course Descriptions](#)**Total Credits 16****Semester 4**

ACC131	Principles of Accounting I	4
AGA376	Integrated Pest Management	3
AGB336	Agricultural Selling	3
AGP450	Fundamentals of GIS	3
ENG106	Composition II	3

[View Course Descriptions](#)**Total Credits 16**[College Catalog](#) | [Next Page >](#)



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Business Administration Transfer Program

The Associate of Arts in Business Administration degree is designed to allow students to complete the first two years of a four-year Bachelor's degree program and transfer to a public or private four-year college or university. A variety of courses from a wide range of disciplines are offered to students.

Transfer Information

The Associate of Arts in Business Administration degree is designed for students who plan to continue their studies toward a four year or baccalaureate degree in Business Administration, Accounting, Marketing, Management, Management Information Systems, or Finance at the University of Northern Iowa or at another Iowa Regent university or private college. For more information, contact a program advisor.

Hawkeye is the number one source of new students to the University of Northern Iowa.

Mount Mercy University Transfer Program

Hawkeye Community College and Mount Mercy University have partnered together to offer a degree program which delivers courses in an accelerated format, in the evening, specifically designed for working adults.

With the Hawkeye/Mount Mercy Accelerated program:

- You can complete your 2-year associate's degree then continue on to earn your 4-year bachelor's degree right here on Hawkeye's campus.
- You can focus on one class at a time, with classes meeting once a week in the evening for 5-10 weeks.
- Mount Mercy will accept up to 75 credits from Hawkeye and apply them toward your bachelor's degree. That's 13 more credits than most other 4-year colleges in the area!

[Learn more about Mount Mercy's Accelerated Evening Bachelor Degree program.](#)

Business Administration Transfer Program Admission Requirements

1. Be a high school graduate or equivalent.
[High School Diploma Verification Process.](#)
2. [Apply at Hawkeye.](#)
3. Meet basic skill competencies in reading, writing, and math.

Basic skill competencies assessment provides information about your academic skills in reading, writing, and math. This information will be used to determine your acceptance, course selection, and registration.

For general admission to Hawkeye Community College, students must provide assessment scores in reading, math, and writing.

College success courses may be required if your assessment score indicates additional help is needed.

For course placement recommendations, based on your assessment score, review the [Assessment Scores and Course Equivalences.](#)

Accepted Assessments

- ACT
- COMPASS
- ASSET
- SAT
- ACCUPLACER (effective Spring 2014)

Previous College Experience

Assessment may be waived based on previous college course work in reading, math, and writing. Send your official college transcripts to the Admissions office for evaluation.

[Hawkeye's Equal Opportunity Statement](#)

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Business Administration Transfer Program Courses

Award: Associate of Arts (AA)

Program Start: Fall, Spring, Summer

Enrollment Status: Full-time or part-time

The following list of courses is from the current catalog year, organized in the suggested sequence of study for a full-time student, and is subject to change.

If you are a current student your program requirements may be different than those listed for the current catalog year. View your Program Evaluation to see your specific program requirements and to search and register for classes.

Planning Your Class Schedule

Students should work with a Hawkeye program advisor to select courses, make a transfer plan, and review their progress.

You are also encouraged to contact the admissions office at the college to which you plan to transfer during your first year at Hawkeye in order to obtain specific program and transfer requirements.

The following courses are designed to transfer to the University of Northern Iowa's College of Business Administration. Students planning to transfer to a college other than UNI, should work with their advisor for approved business courses.

* UNI specific courses.

Semester 1		
BCA201	Introduction to Information Systems *	3
ECN120	Principles of Macroeconomics	3
ENG105	Composition I	3
PSY111	Introduction to Psychology -OR-	3
SOC110	Introduction to Sociology	3
SPC101	Fundamentals of Oral Communication	3
<u>View Course Descriptions</u>		Total Credits 15

Semester 2		
ECN130	Principles of Microeconomics	3
ENG106	Composition II	3
HIS117	Western Civilization I: Ancient and Medieval -OR-	3
HIS118	Western Civilization II: Early Modern -OR-	3
HIS119	Western Civilization III: The Modern Period	3
MAT156	Statistics	3
	<u>Social Diversity</u>	3

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Semester 3

ACC131	Principles of Accounting I	4
BUS210	Business Statistics *	3
HIS151	U.S. History to 1877 -OR-	3
HIS152	U.S. History Since 1877 -OR-	3
POL111	American National Government	3
	<u>Biological Science</u> -OR-	4
	<u>Physical Science</u>	4
	<u>Humanities – Non-Western Culture</u>	3

Semester 4

ACC132	Principles of Accounting II	4
BUS230	Quantitative Methods for Business Decision Making *	3
	<u>Biological Science</u> -OR-	3
	<u>Physical Science</u>	3
	<u>General Social Sciences</u>	3
	<u>Humanities – Literature and Fine Arts</u> -OR-	3
	<u>Humanities – Philosophy and Religion</u>	3




Criminal Justice Transfer Program


The Criminal Justice program is designed to allow students to complete the first two years of a four-year bachelor's degree program. A variety of courses from a wide range of disciplines are offered to prepare students to transfer to public or private four-year colleges and universities. This degree offers a balanced distribution of criminal justice courses and liberal arts electives.


The Associate of Arts in Criminal Justice degree enables graduates to enter four-year institutions with junior standing in Criminal Justice. If graduates decide to postpone their transfer, the courses in the program could prepare the associate degree graduate for entry-level employment in the criminal justice career field.

Transfer Information

This degree provides all the necessary general education and specific course requirements to allow graduates to transfer to any four-year institution and to pursue degrees in criminal justice related majors such as Corrections, Criminology, or Social Work. For more information, contact a program advisor.

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Criminal History Matters

As a future criminal justice professional, students need to use good judgment in all areas of their personal, professional, and scholastic interactions and activities; and must keep their records clean. Criminal justice organizations require background checks for internships, volunteer placements, and employment; which will include adult and juvenile civil and criminal issues, official and informal contacts with police, and character references. Employment will also hinge on the successful completion of a polygraph, credit check, and psychological evaluation.

Be aware that character counts and your behavior can sabotage your ability to graduate from this program and your ability to work in the field. Consider what your actions and criminal history says about you....i.e. an OWI conviction indicates that you demonstrate poor judgment by drinking to excess and deciding to drive, which may kill or injure you or another person. Remember your personal behaviors (what you didn't get caught for) will be revealed during the polygraph, and what you do privately (when no one is watching or supervising) speaks volumes as to the true content of one's character.

If you want to work in criminal justice avoid these issues:


- Acquiring speeding tickets or safety violation citations.
- Acquiring a suspended driver's license or citations for driving with a suspended license.
- Participating in underage drinking, using fake ID's, or buying alcohol for underage persons.
- Use or abuse of prescription drugs, street drugs, club drugs (ecstasy), marijuana, or synthetic drugs.
- Engaging in theft of property, goods, or services.


You will not be employable in criminal justice if you have:


- Felony convictions.
- Domestic abuse convictions.
- Placement on an abuse registry (Sex offender, child/elder abuse).
- Drug convictions, or history of drug use or abuse (methamphetamine, cocaine, heroin, etc.)
Each agency (city, county, state, or federal) sets their own limits on marijuana use from zero tolerance to a limited amount of use, and factors in how recent the use was.
- Weapons violations.

Ultimately, criminal justice employers will rationalize your behavior by this criteria: If you know or reasonably believe an action is illegal or will cause harm then the best candidate will take responsibility, demonstrate self-control, and not do it.

Lastly, employers will ask our faculty for references. Students need to know that full time faculty and adjunct faculty members are constantly formally and informally assessing students in terms of academic performance, attendance, honesty, professionalism, social skills, maturity, and appearance so that we can make objective assessments when asked. Your interactions count, and we are here to mentor you.

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Criminal Justice Transfer Program Admission Requirements

1. Be a high school graduate or equivalent.
[High School Diploma Verification Process.](#)

2. [Apply at Hawkeye.](#)

3. Meet basic skill competencies in reading, writing, and math.

Basic skill competencies assessment provides information about your academic skills in reading, writing, and math. This information will be used to determine your acceptance, course selection, and registration.

For general admission to Hawkeye Community College, students must provide assessment scores in reading, math, and writing.

College success courses may be required if your assessment score indicates additional help is needed.

For course placement recommendations, based on your assessment score, review the [Assessment Scores and Course Equivalences.](#)

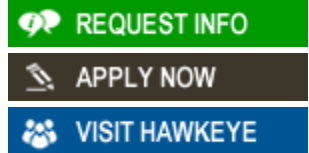
Accepted Assessments

- ACT
- COMPASS
- ASSET
- SAT
- ACCUPLACER (effective Spring 2014)

Previous College Experience

Assessment may be waived based on previous college course work in reading, math, and writing. Send your official college transcripts to the Admissions office for evaluation.

[Hawkeye's Equal Opportunity Statement](#)



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Criminal Justice Transfer Program Courses

Award: Associate of Arts (AA)

Program Start: Fall, Spring, Summer

Enrollment Status: Full-time or part-time

The **Criminal Justice program** requires a mix of general education and hands-on courses. The following list of courses is from the current catalog year, organized in the suggested sequence of study for a full-time student, and is subject to change.




Part-time students, visit with a program advisor for a modified sequence of study.

If you are a current student your program requirements may be different than those listed for the current catalog year. [View your Program Evaluation](#) to see your specific program requirements and to search and register for classes.

Semester 1		
CRJ100	Introduction to Criminal Justice	3
ENG105	Composition I	3
SOC205	Diversity in America	3
SPC101	Fundamentals of Oral Communication	3
	<u>Mathematics Course</u>	3
View Course Descriptions		Total Credits 15

Semester 2		
CRJ120	Introduction to Corrections	3
CRJ320	Criminal Justice Ethics	3
ENG106	Composition II	3
	<u>Humanities Course</u>	3
	<u>Social Sciences Course</u>	3
View Course Descriptions		Total Credits 15

Semester 3		
CRJ200	Criminology	3
CRJ233	Probation, Parole, Community-Based Corrections	3
	<u>Humanities Course</u>	3
	<u>Social Sciences Course</u>	3
	<u>Biological Science Course</u>	4

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[View Course Descriptions](#)

Total Credits 16

Semester 4

CRJ201	Juvenile Delinquency	3
CRJ316	Juvenile Justice -OR-	3
CRJ317	White Collar Crime -OR-	3
CRJ318	Crime Analysis	3
CRJ316	Juvenile Justice -OR-	3
CRJ317	White Collar Crime -OR-	3
CRJ318	Crime Analysis	3
	<u>Social Sciences Course</u>	3
	<u>Humanities Course</u>	3
	<u>Physical Science Course</u>	3

[View Course Descriptions](#)

Total Credits 18

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Education Transfer Program

The Education Transfer program gives students an introduction into teaching in an elementary or secondary school. This program is designed for students to complete the first two years of a four-year teaching degree program, earning their Associate of Arts degree in Liberal Arts. Students then transfer to an accredited teacher's education program at a public or private four-year college or university.

Starting your education major at Hawkeye will allow you to have practical experience with students in local schools beginning on day one. The classes you will take in this program have been designed to allow you to gain practical insight into the teaching profession and offer many opportunities to work with local students.

The Education Club is regularly involved in local schools and helps to provide a social network to support our education majors.

Students wishing to coach can complete [coaching endorsement courses](#) at Hawkeye.

Teaching Profession

According to Iowa Workforce Development, there will be more than 1,900 openings each year in elementary, middle school, and secondary teaching positions in Iowa through 2020.

Licensed teachers find employment in elementary schools, secondary schools, preschools, and private schools.

Transferring

Completion of the Pre-Professional Skills Test (PPST-PRAXIS I) is necessary for your transfer to Colleges of Education at Iowa's Regent universities. Test scores need to be submitted before admission can be processed. We recommend completing the test early in your second year at Hawkeye.

Students enrolled in classes full-time will typically take four and a half to five years to graduate with their four-year degree.

It is important to plan your classes carefully and work with an advisor from Hawkeye and your transfer school to ensure a smooth transfer.

Hawkeye has articulated transfer agreements with the [University of Northern Iowa](#), [Iowa State University](#), [University of Iowa](#), and [Upper Iowa University](#).

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Education Transfer Program Admission Requirements

1. Be a high school graduate or equivalent.
[High School Diploma Verification Process.](#)

2. [Apply at Hawkeye.](#)

3. Meet basic skill competencies in reading, writing, and math.

Basic skill competencies assessment provides information about your academic skills in reading, writing, and math. This information will be used to determine your acceptance, course selection, and registration.

For general admission to Hawkeye Community College, students must provide assessment scores in reading, math, and writing.

College success courses may be required if your assessment score indicates additional help is needed.

For course placement recommendations, based on your assessment score, review the [Assessment Scores and Course Equivalences.](#)

Accepted Assessments

- ACT
- COMPASS
- ASSET
- SAT
- ACCUPLACER (effective Spring 2014)

Previous College Experience

Assessment may be waived based on previous college course work in reading, math, and writing. Send your official college transcripts to the Admissions office for evaluation.

[Hawkeye's Equal Opportunity Statement](#)

Transferring

Students enrolled in this program will also need to meet the admission requirements of their transfer institution. Students must work closely with an advisor from Hawkeye and an advisor from their transfer school to ensure they meet the admissions requirements and that their courses will transfer.

[University of Northern Iowa's program admission requirements.](#)

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Education Transfer Program – Elementary Education Courses

Award: Associate of Arts (AA)

Program Start: Fall, Spring, Summer

Enrollment Status: [Full-time or part-time](#)

Planning Your Class Schedule

Students can complete the **Elementary Education transfer program** with all day classes, all evening classes, or a combination of day and evening classes. [See evening course schedule.](#)

We recommend you work with a Hawkeye program advisor to select courses, make a transfer plan, and review your progress.

You are also encouraged to contact the admissions office at the college to which you plan to transfer during your first year at Hawkeye for your transfer college's specific program and transfer requirements.

The following list of courses is from the current catalog year, organized in the suggested sequence of study for a full-time student planning to transfer to the University of Northern Iowa, and is subject to change.

Required Background Screenings to Participate in Field Experience Courses

Students must pass a background check before being placed the Field Experience course.

Semester 1

EDU216	Introduction to Teaching -OR-	3
EDU214	Exploring PK-12 Education	2
ENG105	Composition I	3
MAT110	Math for Liberal Arts	3
PSY111	Introduction to Psychology	3
SPC101	Fundamentals of Oral Communication	3

[View Course Descriptions](#)

Total Credits 15

Semester 2

EDU235	Children's Literature	3
ENG106	Composition II	3
HIS117	Western Civilization I: Ancient and Medieval -OR-	3
HIS118	Western Civilization II: Early Modern -OR-	3
HIS119	Western Civilization III: The Modern Period	3
PSY121	Developmental Psychology	3

Successfully completing this course at Hawkeye will exempt you from taking 200:030 at UNI.

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<u>Biological Sciences Course with Lab</u> -OR-	4
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<u>Physical Sciences Course with Lab</u>	4
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Must complete one Physical Science course and one Biological Science course. One course needs to include a lab.

[View Course Descriptions](#)

Total Credits 16

Semester 3

EDU240	Educational Psychology	3
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EDU920	Field Experience	1
--------	------------------	---

MAT151	Math Reasoning for Teachers I	3
--------	-------------------------------	---

<u>Humanities: Non-Western Cultures Course</u>	3
--	---

<u>Social Sciences: American Society Course</u>	3
---	---

<u>Biological Sciences Course</u> -OR-	3
--	---

<u>Physical Sciences Course</u>	3
---------------------------------	---

Must complete one Physical Science course and one Biological Science course. One course needs to include a lab.

[View Course Descriptions](#)

Total Credits 16

Semester 4

EDU223	Multicultural Education	3
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EDU255	Technology in the Classroom	3
--------	-----------------------------	---

EDU901	Academic Service Learning Experience	1
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May be taken during any semester. It is not recommended to take this course at the same time as your field experience.

<u>Humanities: Literature and Fine Arts Course</u> -OR-	3
---	---

<u>Humanities: Philosophy and Religion Course</u>	3
---	---

<u>Social Diversity Course</u>	3
--------------------------------	---

<u>Elective Course</u>	3
------------------------	---

[View Course Descriptions](#)

Total Credits 16

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Education Transfer Program – Secondary Education Courses

Award: Associate of Arts (AA)

Program Start: Fall, Spring, Summer

Enrollment Status: [Full-time or part-time](#)

Planning Your Class Schedule

Students can complete the **Secondary Education transfer program** with all day classes, all evening classes, or a combination of day and evening classes. [See evening course schedule.](#)

We recommend you work with a Hawkeye program advisor to select courses, make a transfer plan, and review your progress.

You are also encouraged to contact the admissions office at the college to which you plan to transfer during your first year at Hawkeye for your transfer college's specific program and transfer requirements.

The following list of courses is from the current catalog year, organized in the suggested sequence of study for a full-time student planning to transfer to the University of Northern Iowa, and is subject to change.

Required Background Screenings to Participate in Field Experience Courses

Students must pass a background check before being placed the Field Experience course.

Semester 1		
EDU216	Introduction to Teaching -OR-	3
EDU214	Exploring PK-12 Education	2
ENG105	Composition I	3
MAT156	Statistics -OR-	3
MAT210	Calculus I -OR-	4
	Math Course in your Concentration Area	3
PSY111	Introduction to Psychology	3
SPC101	Fundamentals of Oral Communication	3
View Course Descriptions		Total Credits 15

Semester 2		
ENG106	Composition II	3
HIS117	Western Civilization I: Ancient and Medieval -OR-	3
HIS118	Western Civilization II: Early Modern -OR-	3
HIS119	Western Civilization III: The Modern Period	3
PSY121	Developmental Psychology	3

Program Options

[Elementary Education](#)

[Secondary Education](#)

[Coaching Endorsement](#)

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Successfully completing this course at Hawkeye will exempt you from taking 200:030 at UNI.

Biological Sciences Course with Lab -OR- 4

Physical Sciences Course with Lab 4

Must complete one Physical Science course and one Biological Science course. One course needs to include a lab.

Course in your Concentration Area 3

[View Course Descriptions](#)

Total Credits 16

Semester 3

EDU240 Educational Psychology 3

EDU920 Field Experience 1

Humanities: Non-Western Cultures Course 3

Course in your Concentration Area 3

Social Sciences: American Society Course 3

Biological Sciences Course -OR- 3

Physical Sciences Course 3

Must complete one Physical Science course and one Biological Science course. One course needs to include a lab.

[View Course Descriptions](#)

Total Credits 16

Semester 4

EDU223 Multicultural Education 3

EDU255 Technology in the Classroom ** 3

EDU901 Academic Service Learning Experience 1

May be taken during any semester. It is not recommended to take this course at the same time as your field experience.

Social Diversity Course 3

Elective Course 3

Humanities: Literature and Fine Arts Course -OR- 3

Humanities: Philosophy and Religion Course 3

[View Course Descriptions](#)

Total Credits 16

** Industrial Technology, Music Education, Art Education, Science Education, and Business Education majors will be waived from EDU255.

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Education Transfer Program – Secondary Education Concentration Areas

Secondary Education transfer program students can select courses from a concentration area of their choice to complete program requirements.

Students are encouraged to work with a Hawkeye program advisor to select courses, make a transfer plan, and review their progress. We also recommend working with an advisor from the college the student will be transferring to for specific program and transfer requirements.

Program Options

[Elementary Education](#)

[Secondary Education](#)

[Coaching Endorsement](#)

Art

ART120	2-D Design	3
ART123	3-D Design	3
ART133	Drawing	3
ART134	Drawing II	3
ART203	Art History I	3
ART204	Art History II	3

[View Course Descriptions](#)

Business Teaching


ACC131	Principles of Accounting I	4
ACC132	Principles of Accounting II	4
BCA201	Introduction to Information Systems	3
BUS210	Business Statistics	3
ECN120	Principles of Macroeconomics	3
ECN130	Principles of Microeconomics	3
MAT156	Statistics	3

[View Course Descriptions](#)

Chemistry

CHM165	General Chemistry I	4
CHM175	General Chemistry II	4
MAT210	Calculus I	4
PHY162	College Physics I	4
PHY172	College Physics II	4

[View Course Descriptions](#)

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Communication and Theater

SPC122	Interpersonal Communication	3
SPC132	Group Communication	3
SPC140	Oral Interpretation	3

[View Course Descriptions](#)

Earth Sciences

CHM165	General Chemistry I	4
CHM175	General Chemistry II	4
PHS142	Principles of Astronomy	3
PHY162	College Physics I	4
PHY172	College Physics II	4

[View Course Descriptions](#)

Health Education

MAT156	Statistics	3
PSY261	Human Sexuality	3

[View Course Descriptions](#)

History

HIS117	Western Civilization I: Ancient and Medieval	3
HIS118	Western Civilization II: Early Modern	3
HIS119	Western Civilization III: The Modern Period	3
HIS151	U.S. History to 1877	3
HIS152	U.S. History Since 1877	3

[View Course Descriptions](#)

Mathematics

MAT210	Calculus I	4
MAT216	Calculus II	4
MAT219	Calculus III	4

[View Course Descriptions](#)

Physics

MAT210	Calculus I	4
MAT216	Calculus II	4
PHY212	Classical Physics I	5
PHY222	Classical Physics II	5

[View Course Descriptions](#)

Psychology – Teaching

MAT156	Statistics	3
PSY121	Developmental Psychology	3
PSY251	Social Psychology	3
PSY262	Psychology of Gender	3

[View Course Descriptions](#)

Science – All Science Teaching Middle/High School

BIO112	General Biology I	4
BIO113	General Biology II	4
CHM165	General Chemistry I	4
CHM175	General Chemistry II	4
PHY162	College Physics I	4
PHY172	College Physics II	4

[View Course Descriptions](#)

Social Science Teaching – All Social Science

ECN120	Principles of Macroeconomics	3
ECN130	Principles of Microeconomics	3
GEO115	Human Geography	3
HIS151	U.S. History to 1877	3
HIS152	U.S. History Since 1877	3
POL111	American National Government	3
SOC110	Introduction to Sociology	3
SOC115	Social Problems	3

[View Course Descriptions](#)

Technology Education

MAT156	Statistics	3
PHY162	College Physics I	4

[View Course Descriptions](#)

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Coaching Endorsement Courses

To receive your coaching endorsement you must complete a K-12 teaching program in addition to completing the following coaching authorization classes for credit.

Visit the [Iowa Board of Educational Examiners Coaching Authorization Frequently Asked Questions](#) for more information.

Program Options

[Elementary Education](#)

[Secondary Education](#)

[Coaching Endorsement](#)

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Coaching Endorsement Courses – Offered Spring Semester

PEC110	Coaching Ethics, Techniques and Theory	1
PEC115	Athletic Development and Human Growth -OR-	1
PSY121	Developmental Psychology	3
PEC123	Anatomy for Coaching	1
PEC127	Care and Prevention of Athletic Injuries	2
	<u>Course in your Concentration Area</u>	3

[View Course Descriptions](#)

Total Credits 8



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Agricultural Business Management

The Agricultural Business Management program prepares students for careers in sales, service, production, management, marketing, and research in agriculture. Hawkeye's 400-acre Farm Lab utilizes new and up-to-date facilities and equipment to provide students hands-on experience with the latest production and management techniques.

Transfer Information

Hawkeye Community College's Agriculture and Natural Resources programs have articulation agreements with Iowa State University, Upper Iowa University, and Northwest Missouri State University to transfer both general education and technical credits. Many other state and private colleges and universities accept up to 65 credit hours. For more information, contact a program advisor.

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Agricultural Business Management Careers

The changing face of agriculture has resulted in new and challenging career opportunities for those interested in the active field. Agricultural employees work in fields and offices dealing with individuals, corporations, plants, animals, and equipment in the agriculture production cycle. Students are prepared for technical careers using GPS, data collections systems, and geospatial mapping software. Emphasis is placed on the application of these technologies in agriculture production.

Graduates find employment working as:

- agronomy specialists
- crop scouts
- equipment/parts assistants
- grain merchandisers
- farm and business managers
- GPS/GIS technologists
- research assistants
- agriculture production
- agriculture sales and marketing
- agriculture finance

Placement

Starting Wages: \$29,000 – \$36,000 per year*

Employers

Ag Leader Technology	Ames, IA
FS Growmark	Waverly, IA
MaxYield Cooperative	Emmetsburg, IA
Pioneer Hi-bred	Johnston and Reinbeck, IA
United Ag Products	Winthrop, IA

*As reported by the Agriculture and Natural Resources department

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Agricultural Business Management Admission Requirements

1. Be a high school graduate or equivalent.
[High School Diploma Verification Process.](#)
2. [Apply at Hawkeye.](#)
3. Meet basic skill competencies in reading, writing, and math.

Basic skill competencies assessment provides information about your academic skills in reading, writing, and math. This information will be used to determine your acceptance, course selection, and registration.

For general admission to Hawkeye Community College, students must provide assessment scores in reading, math, and writing.

College success courses may be required if your assessment score indicates additional help is needed.

For course placement recommendations, based on your assessment score, review the [Assessment Scores and Course Equivalences.](#)

Accepted Assessments

- ACT
- COMPASS
- ASSET
- SAT
- ACCUPLACER (effective Spring 2014)

Previous College Experience

Assessment may be waived based on previous college course work in reading, math, and writing. Send your official college transcripts to the Admissions office for evaluation.

[Hawkeye's Equal Opportunity Statement](#)

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Agricultural Business Management Courses

Award: Associate of Applied Science (AAS)

Program Start: Fall, Spring, Summer

Enrollment Status: Full-time or part-time

The **AAS degree program** requires a mix of general education and hands-on courses. The following list of courses is from the current catalog year, organized in the suggested sequence of study for a full-time student, and is subject to change.

Part-time students, visit with a program advisor for a modified sequence of study.


If you are a current student your program requirements may be different than those listed for the current catalog year. [View your Program Evaluation](#) to see your specific program requirements and to search and register for classes.

Program Options

[AAS degree](#)

[General Agriculture - Diploma](#)

[Precision Agriculture - Certificate](#)

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Semester 1

AGA114	Principles of Agronomy	3
AGC103	Ag Computer	3
AGS113	Survey of the Animal Industry	3
CNS121	Environmental Conservation	3
ENG105	Composition I -OR-	3
COM781	Written Communication in the Workplace	3
MAT772	Applied Math -OR-	3
	<u>Math Elective</u>	3

[View Course Descriptions](#)

Total Credits 18

Semester 2

AGA154	Fundamentals of Soil Science	3
AGA376	Integrated Pest Management	3
AGP450	Fundamentals of GIS	3
AGS319	Animal Nutrition	3
PSY102	Human and Work Relations -OR-	3
PSY111	Introduction to Psychology -OR-	3
SOC110	Introduction to Sociology	3
SPC101	Fundamentals of Oral Communication	3

[View Course Descriptions](#)

Total Credits 18

Semester 3

ACC131	Principles of Accounting I	4
AGA214	Cash Grains	3
AGB101	Agricultural Economics	3
AGB235	Introduction to Agriculture Markets	3
AGB303	Agriculture Leadership -OR-	3
AGP436	Advanced Precision Farm Hardware	3
AGP333	Precision Farming Systems	3

[View Course Descriptions](#)**Total Credits 19****Semester 4**

AGB331	Entrepreneurship in Agriculture	3
AGB336	Agricultural Selling	3
AGB466	Agricultural Finance	3
AGT805	Employment Experience	5

[View Course Descriptions](#)**Total Credits 14****Math Electives**

MAT110	Math for Liberal Arts	3
MAT122	College Algebra	5
MAT128	Precalculus	4
MAT134	Trigonometry and Analytic Geometry	3
MAT156	Statistics	3
MAT210	Calculus I	4
MAT216	Calculus II	4
MAT219	Calculus III	4

[View Course Descriptions](#)[College Catalog](#) | [Next Page >](#)

Agricultural Business Management Courses

Award: Associate of Applied Science (AAS)

Program Start: Fall, Spring, Summer


Enrollment Status: Full-time or part-time


The **Agricultural Business Management AAS degree program** requires a mix of general education and hands-on courses. The following list of courses is from the current catalog year, organized in the suggested sequence of study for a full-time student, and is subject to change. Part-time students, visit with a program advisor for a modified sequence of study.


If you are a current student your program requirements may be different than those listed for the current catalog year. View your Program Evaluation to see your specific program requirements and to search and register for classes.

Semester 1		
AGA114	Principles of Agronomy -OR-	3
BIO105	Introductory Biology -OR-	4
BIO112	General Biology I -OR-	4
BIO113	General Biology II -OR-	4
AGH280	Botany for Horticulture	3
<hr/>		
AGC103	Ag Computer -OR-	3
CSC110	Introduction to Computers -OR-	3
BCA201	Introduction to Information Systems -OR-	3
ELT192	Introduction to EET Computer Science	3
<hr/>		
AGS113	Survey of the Animal Industry -OR- Elective	3 3
<hr/>		
CNS121	Environmental Conservation -OR- Science Elective	3 3
<hr/>		
ENG105	Composition I -OR-	3
COM781	Written Communication in the Workplace	3
<hr/>		
MAT772	Applied Math -OR- Math Elective	3 3
<hr/>		
		Total Credits 18

Semester 2		
AGA154	Fundamentals of Soil Science	3
<hr/>		
AGA376	Integrated Pest Management -OR- Elective	3
<hr/>		
AGP450	Fundamentals of GIS -OR- Elective	3
<hr/>		
AGS319	Animal Nutrition -OR- Elective	3
<hr/>		

 **REQUEST INFO**

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Semester 2		
SOC115	Social Problems -OR-	3
PSY111	Introduction to Psychology -OR-	3
PSY102	Human and Work Relations -OR-	3
SOC110	Introduction to Sociology	3
<hr/>		
SPC101	Fundamentals of Oral Communication	3
<hr/>		
		Total Credits 18

Semester 3		
ACC131	Principles of Accounting I -OR-	4
ACC115	Introduction to Accounting -OR-	4
ACC111	Introduction to Accounting	3
<hr/>		
AGA214	Cash Grains -OR- Elective	3
<hr/>		
AGB101	Agricultural Economics -OR- Elective	3
<hr/>		
AGB235	Introduction to Agriculture Markets -OR-	3
MKT110	Principles of Marketing	3
<hr/>		
AGB303	Agriculture Leadership -OR- Elective	3
<hr/>		
AGP333	Precision Farming Systems -OR-	3
CET233	Fundamentals of GPS and GIS -OR-	3
AGP340	Foundations of GIS and GPS	3
<hr/>		
		Total Credits 19

Semester 4		
AGB331	Entrepreneurship in Agriculture -OR- Elective	3
<hr/>		
AGB336	Agricultural Selling -OR- Elective	3
<hr/>		
AGB466	Agricultural Finance -OR-	3
FIN121	Personal Finance	3
<hr/>		
AGT805	Employment Experience	5
<hr/>		
		Total Credits 14

Electives		
AGA214	Cash Grains	3
<hr/>		
AGA376	Integrated Pest Management	3
<hr/>		
AGB101	Agricultural Economics	3
<hr/>		
AGB303	Agriculture Leadership	3
<hr/>		
AGB331	Entrepreneurship in Agriculture	3
<hr/>		

Electives		
AGB336	Agricultural Selling	3
AGC999	Study Abroad	1
AGH292	Garden Center Management	3
AGP340	Foundations of GIS and GPS	3
AGP436	Advanced Precision Farm Hardware	3
AGP450	Fundamentals of GIS	3
AGS113	Survey of the Animal Industry	3
AGS216	Equine Science	3
AGS218	Domestic Animal Physiology	4
AGS225	Swine Science	3
AGS226	Beef Cattle Science	3
AGS272	Foods of Animal Origin	5
AGS305	Livestock Evaluation	3
AGS319	Animal Nutrition	3
AGT700	Special Topics: Agriculture Education	1
AGT928	Independent Study	1
BIO105	Introductory Biology	4
BO112	General Biology I	4
BIO113	General Biology II	4
BUS102	Introduction to Business	3
BUS183	Business Law	3
ECN110	Introduction to Economics	3
ECN120	Principles of Macroeconomics	3
ECN130	Principles of Microeconomics	3
MGT101	Principles of Management	3
MGT110	Small Business Management	3
MGT170	Human Resource Management	3
MKT140	Principles of Selling	3
MKT152	Advertising and Visual Merchandising	3
MKT160	Principles of Retailing	3
WEL104	Introduction to MIG Welding	2
WEL134	Cutting Processes	2

Electives		
WEL155	Arc Welding I (SMAW)	4
Math Electives		
MAT110	Math for Liberal Arts	3
MAT122	College Algebra	5
MAT128	Precalculus	4
MAT134	Trigonometry and Analytic Geometry	3
MAT156	Statistics	3
MAT210	Calculus I	4
MAT216	Calculus II	4
MAT219	Calculus III	4
Science Electives		
BIO105	Introductory Biology	4
BIO112	General Biology I	4
BIO113	General Biology II	4
CHM122	Introduction to General Chemistry	4
CHM165	General Chemistry I	4
ENV115	Environmental Science	3

Agricultural Business Management – General Agriculture Courses

Award: Diploma

Program Start: Fall, Spring, Summer

Enrollment Status: Full-time or part-time

The **General Agriculture - Diploma program** requires a mix of general education and hands-on courses. The following list of courses is from the current catalog year, organized in the suggested sequence of study for a full-time student, and is subject to change.

Part-time students, visit with a program advisor for a modified sequence of study.

If you are a current student your program requirements may be different than those listed for the current catalog year. [View your Program Evaluation](#) to see your specific program requirements and to search and register for classes.

Semester 1		
AGA114	Principles of Agronomy	3
AGC103	Ag Computer	3
AGS113	Survey of the Animal Industry	3
CNS121	Environmental Conservation	3
ENG105	Composition I -OR-	3
COM781	Written Communication in the Workplace	3
MAT772	Applied Math -OR-	3
	<u>Math Elective</u>	3
<u>View Course Descriptions</u>		Total Credits 18

Semester 2		
AGA154	Fundamentals of Soil Science	3
AGA376	Integrated Pest Management	3
AGP450	Fundamentals of GIS	3
AGS319	Animal Nutrition	3
PSY102	Human and Work Relations -OR-	3
PSY111	Introduction to Psychology -OR-	3
SOC110	Introduction to Sociology	3
SPC101	Fundamentals of Oral Communication	3
<u>View Course Descriptions</u>		Total Credits 18

Program Options

[AAS degree](#)

[General Agriculture - Diploma](#)

[Precision Agriculture - Certificate](#)

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Math Electives

MAT110	Math for Liberal Arts	3
MAT122	College Algebra	5
MAT128	Precalculus	4
MAT134	Trigonometry and Analytic Geometry	3
MAT156	Statistics	3
MAT210	Calculus I	4
MAT216	Calculus II	4
MAT219	Calculus III	4

[View Course Descriptions](#)

[College Catalog](#) | [Next Page >](#)

Precision Agriculture Certificate Courses

Award: Certificate

Program Start: Fall, Spring, Summer

Enrollment Status: Full-time or part-time

The following list of courses is from the current catalog year, organized in the suggested sequence of study for a full-time student, and is subject to change.

If you are a current student your program requirements may be different than those listed for the current catalog year. [View your Program Evaluation](#) to see your specific program requirements and to search and register for classes.

Semester 1

AGA114	Principles of Agronomy	3
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[View Course Descriptions](#)

Total Credits 3

Semester 2

AGA154	Fundamentals of Soil Science	3
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AGP450	Fundamentals of GIS	3
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[View Course Descriptions](#)

Total Credits 6

Semester 3

AGP333	Precision Farming Systems	3
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AGP436	Advanced Precision Farm Hardware	3
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[View Course Descriptions](#)

Total Credits 6

Program Options

[AAS degree](#)

[General Agriculture - Diploma](#)

[Precision Agriculture - Certificate](#)

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Animal Science

The Animal Science program provides students opportunities to develop skills and knowledge required for entering a career in animal science and transferring to the university level.

Students gain hands-on training on Hawkeye's 400-acre Farm Lab in the latest production and management techniques. Students participate in livestock judging teams, field trips, and presentations from industry representatives.

[Veterinary Assisting](#) is a three-semester, diploma option of the Animal Science program.

Experience and Training

The Animal Science eight-week Employment Experience allows students to gain real work experience at an employment site. This ensures students gain the skills they need to succeed on the job.

Transfer Information

Many state and private colleges and universities accept up to 65 credit hours. For more information, contact a program advisor.

[College Catalog](#) | [Next Page >](#)

Animal Science Careers

Graduates find employment working in:

- livestock production
- livestock sales and marketing
- livestock processing
- animal genetics

Placement

Starting Wages: \$25,000 - \$35,000 per year*

*As reported by the Agriculture and Natural Resources department.

Employers

ADM Nutrition	Quincy, IL
Heartland Co-op	West Des Moines, IA
JBS Swift & Co.	Marshalltown, IA
Tyson Fresh Meats, Inc.	Waterloo, IA
USDA Food Safety Inspection Service	



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Animal Science Admission Requirements

1. Be a high school graduate or equivalent.
[High School Diploma Verification Process.](#)

2. [Apply at Hawkeye.](#)

3. Meet basic skill competencies in reading, writing, and math.

Basic skill competencies assessment provides information about your academic skills in reading, writing, and math. This information will be used to determine your acceptance, course selection, and registration.

For general admission to Hawkeye Community College, students must provide assessment scores in reading, math, and writing.

College success courses may be required if your assessment score indicates additional help is needed.

For course placement recommendations, based on your assessment score, review the [Assessment Scores and Course Equivalences.](#)

Accepted Assessments

- ACT
- COMPASS
- ASSET
- SAT
- ACCUPLACER (effective Spring 2014)

Previous College Experience

Assessment may be waived based on previous college course work in reading, math, and writing. Send your official college transcripts to the Admissions office for evaluation.

[Hawkeye's Equal Opportunity Statement](#)

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Animal Science Courses

Award: Associate of Applied Science (AAS)

Program Start: Fall, Spring

Enrollment Status: Full-time or part-time

The **AAS degree program** requires a mix of general education and hands-on courses. The following list of courses is from the current catalog year, organized in the suggested sequence of study for a full-time student, and is subject to change.

Part-time students, visit with a program advisor for a modified sequence of study.

If you are a current student your program requirements may be different than those listed for the current catalog year. [View your Program Evaluation](#) to see your specific program requirements and to search and register for classes.

Program Options

[AAS degree](#)

[General Agriculture - Diploma](#)

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Semester 1

AGA114	Principles of Agronomy -OR- <u>Science Elective</u>	3
AGC103	Ag Computer	3
AGS113	Survey of the Animal Industry	3
AGS305	Livestock Evaluation -OR- <u>Agriculture Elective</u>	3
PSY102	Human and Work Relations -OR-	3
PSY111	Introduction to Psychology -OR-	3
SOC110	Introduction to Sociology	3
SPC101	Fundamentals of Oral Communication	3

[View Course Descriptions](#)

Total Credits 18

Semester 2

AGA154	Fundamentals of Soil Science -OR- <u>Science Elective</u>	3
AGS225	Swine Science -OR-	3
AGS226	Beef Cattle Science -OR-	3
AGS216	Equine Science	3
AGS319	Animal Nutrition	3
ENG105	Composition I -OR-	3
COM781	Written Communication in the Workplace	3
MAT772	Applied Math -OR- <u>Math Elective</u>	3

[View Course Descriptions](#)

Total Credits 15

Semester 3

ACC131	Principles of Accounting I -OR-	4
ACC115	Introduction to Accounting	4
AGB235	Introduction to Agriculture Markets -OR-	3
	Agriculture Elective	3
AGB303	Agriculture Leadership -OR-	3
	Agriculture Elective	3
AGS211	Issues Facing Animal Science	2
AGS218	Domestic Animal Physiology	4
	Science Elective	4

[View Course Descriptions](#)

Total Credits 20

Semester 4

AGB336	Agricultural Selling -OR-	3
	Agriculture Elective	3
AGS225	Swine Science -OR-	3
AGS226	Beef Cattle Science -OR-	3
AGS216	Equine Science	3
AGS272	Foods of Animal Origin -OR-	5
	Agriculture Elective	3
AGT805	Employment Experience	5

[View Course Descriptions](#)

Total Credits 16

Agriculture Electives

AGA214	Cash Grains	3
AGA284	Pesticide Application Certification	3
AGA376	Integrated Pest Management	3
AGB101	Agricultural Economics	3
AGP333	Precision Farming Systems	3
AGP450	Fundamentals of GIS	3
AGS216	Equine Science	3
AGS225	Swine Science	3
AGS226	Beef Cattle Science	3
AGS275	Food Safety and Analysis	3
AGV101	Veterinary Assisting	3
AGV121	Veterinary Medical Terminology	2
AGV123	Companion Animal	3
AGV140	Veterinary Pharmacology	3
AGV154	Veterinary Reception and Administration Skills	4

[View Course Descriptions](#)

Math Electives

MAT110	Math for Liberal Arts	3
MAT122	College Algebra	5
MAT128	Precalculus	4
MAT134	Trigonometry and Analytic Geometry	3
MAT156	Statistics	3
MAT210	Calculus I	4
MAT216	Calculus II	4
MAT219	Calculus III	4

[View Course Descriptions](#)

Science Electives

BIO105	Introductory Biology	4
BIO112	General Biology I	4
BIO113	General Biology II	4
BIO151	Nutrition	3
BIO163	Essentials of Anatomy and Physiology	4
BIO168	Human Anatomy and Physiology I w/Lab	4
BIO185	Microbiology w/lab	3
CHM122	Introduction to General Chemistry	4
CHM132	Introduction to Organic and Biochemistry	4
CHM165	General Chemistry I	4
CHM175	General Chemistry II	4
CNS121	Environmental Conservation	3
ENV115	Environmental Science	3
GEO131	Physical Geography	3
PHS120	Exploring Physical Science	4
PHS142	Principles of Astronomy	3
PHY172	College Physics II	4
PHY212	Classical Physics I	5
PHY222	Classical Physics II	5

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Animal Science Courses

Award: Associate of Applied Science (AAS)

Program Start: Fall, Spring

Enrollment Status: Full-time or part-time

The **AAS degree program** requires a mix of general education and hands-on courses. The following list of courses is from the current catalog year, organized in the suggested sequence of study for a full-time student, and is subject to change.

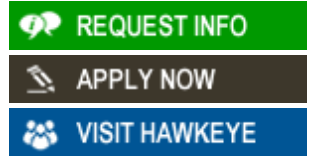
Part-time students, visit with a program advisor for a modified sequence of study.

If you are a current student your program requirements may be different than those listed for the current catalog year. View your Program Evaluation to see your specific program requirements and to search and register for classes.

Program Options

AAS degree

General Agriculture - Diploma



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Semester 1

AGA114	Principles of Agronomy -OR- <u>Science Elective</u>	3
AGC103	Ag Computer	3
AGS113	Survey of the Animal Industry	3
AGS305	Livestock Evaluation -OR- <u>Agriculture Elective</u>	3
PSY111	Introduction to Psychology -OR-	3
SOC110	Introduction to Sociology -OR-	3
SOC115	Social Problems -OR-	3
PSY102	Human and Work Relations	3
SPC101	Fundamentals of Oral Communication	3

[View Course Descriptions](#)

Total Credits 18

Semester 2

AGA154	Fundamentals of Soil Science -OR- <u>Science Elective</u>	3
AGS225	Swine Science -OR-	3
AGS226	Beef Cattle Science -OR-	3
AGS216	Equine Science	3
AGS319	Animal Nutrition	3

ENG105	Composition I -OR-	3
COM781	Written Communication in the Workplace	3
MAT772	Applied Math -OR-	3
	<u>Math Elective</u>	3
View Course Descriptions		Total Credits 15

Semester 3

ACC131	Principles of Accounting I -OR-	4
ACC115	Introduction to Accounting	4
AGB235	Introduction to Agriculture Markets -OR-	3
	<u>Agriculture Elective</u>	3
AGB303	Agriculture Leadership -OR-	3
	<u>Agriculture Elective</u>	3
AGS211	Issues Facing Animal Science	2
AGS218	Domestic Animal Physiology	4
	<u>Science Elective</u>	4
View Course Descriptions		Total Credits 20

Semester 4

AGB336	Agricultural Selling -OR-	3
	<u>Agriculture Elective</u>	3
AGS225	Swine Science -OR-	3
AGS226	Beef Cattle Science -OR-	3
AGS216	Equine Science	3
AGS272	Foods of Animal Origin -OR-	5
AGC999	Study Abroad -OR-	1
	<u>Agriculture Elective</u>	3
AGT805	Employment Experience	5
View Course Descriptions		Total Credits 16

Agriculture Electives

AGA214	Cash Grains	3
AGA284	Pesticide Application Certification	3
AGA376	Integrated Pest Management	3
AGB101	Agricultural Economics	3
AGP333	Precision Farming Systems	3
AGP450	Fundamentals of GIS	3
AGS216	Equine Science	3
AGS225	Swine Science	3

AGS226	Beef Cattle Science	3
AGS275	Food Safety and Analysis	3
AGV101	Veterinary Assisting	3
AGV121	Veterinary Medical Terminology	2
AGV123	Companion Animal	3
AGV140	Veterinary Pharmacology	3
AGV154	Veterinary Reception and Administration Skills	4

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Math Electives

MAT 110	Math for Liberal Arts	3
MAT 122	College Algebra	5
MAT 128	Precalculus	4
MAT 134	Trigonometry and Analytic Geometry	3
MAT 156	Statistics	3
MAT 210	Calculus I	4
MAT 216	Calculus II	4
MAT 219	Calculus III	4

[View Course Descriptions](#)

Science Electives

BIO105	Introductory Biology	4
BIO112	General Biology I	4
BIO113	General Biology II	4
BIO151	Nutrition	3
BIO163	Essentials of Anatomy and Physiology	4
BIO168	Human Anatomy and Physiology I with Lab	4
BIO185	Microbiology with lab	3
BIO247	Applications of Biotechnology	3
CHM122	Introduction to General Chemistry	4
CHM132	Introduction to Organic and Biochemistry	4
CHM165	General Chemistry I	4
CHM175	General Chemistry II	4
CNS121	Environmental Conservation	3
ENV115	Environmental Science	3
GEO131	Physical Geography	3
PHS120	Exploring Physical Science	4
PHS142	Principles of Astronomy	3
PHY172	College Physics II	4

PHY212	Classical Physics I	5
PHY222	Classical Physics II	5

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Animal Science – General Agriculture Courses

Award: Diploma

Program Start: Fall, Spring

Enrollment Status: [Full-time or part-time](#)

The **General Agriculture - Diploma program** requires a mix of general education and hands-on courses. The following list of courses is from the current catalog year, organized in the suggested sequence of study for a full-time student, and is subject to change.

Part-time students, visit with a program advisor for a modified sequence of study.

If you are a current student your program requirements may be different than those listed for the current catalog year. [View your Program Evaluation](#) to see your specific program requirements and to search and register for classes.

Program Options

[AAS degree](#)

[General Agriculture - Diploma](#)

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Semester 1

AGC103	Ag Computer	3
AGS113	Survey of the Animal Industry	3
AGS305	Livestock Evaluation	3
PSY102	Human and Work Relations -OR-	3
PSY111	Introduction to Psychology -OR-	3
SOC110	Introduction to Sociology -OR-	3
SPC101	Fundamentals of Oral Communication	3
	Science Elective	4
View Course Descriptions		Total Credits 19

Semester 2

ACC131	Principles of Accounting I -OR-	4
ACC115	Introduction to Accounting	4
AGA114	Principles of Agronomy -OR-	3
	Science Elective	3
AGA154	Fundamentals of Soil Science	3
AGS319	Animal Nutrition	3
ENG105	Composition I -OR-	3
COM781	Written Communication in the Workplace	3
MAT772	Applied Math -OR-	3

[View Course Descriptions](#)**Total Credits 19****Math Electives**

MAT110	Math for Liberal Arts	3
MAT122	College Algebra	5
MAT128	Precalculus	4
MAT134	Trigonometry and Analytic Geometry	3
MAT156	Statistics	3
MAT210	Calculus I	4
MAT216	Calculus II	4
MAT219	Calculus III	4

[View Course Descriptions](#)**Science Electives**

BIO105	Introductory Biology	4
BIO112	General Biology I	4
BIO113	General Biology II	4
BIO150	Fundamentals of Nutrition	2
BIO163	Essentials of Anatomy and Physiology	4
BIO168	Human Anatomy and Physiology I with Lab	4
BIO185	Microbiology with lab	3
CHM122	Introduction to General Chemistry	4
CHM132	Introduction to Organic and Biochemistry	4
CHM165	General Chemistry I	4
CHM175	General Chemistry II	4
CNS121	Environmental Conservation	3
ENV115	Environmental Science	3
GEO131	Physical Geography	3
PHS120	Exploring Physical Science	4
PHS142	Principles of Astronomy	3
PHY172	College Physics II	4
PHY212	Classical Physics I	5
PHY222	Classical Physics II	5

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Horticulture Science

The Horticulture Science program provides students with the knowledge and skills to enter into various careers such as golf course management, sports turf management, landscape design, landscape installation, and grounds production. Educational diversity creates an added advantage for students in learning about Horticulture Science. As a member of the PLANET organization, students have an opportunity to travel and compete nationally in Student Career Days.

Experience and Training

The Horticulture Science's eight-week Employment Experience allows students to gain real work experience on-site at an employer. This ensures students gain the skills they need to succeed on the job.

Transfer Information

Hawkeye Community College's Agriculture and Natural Resources programs have articulation agreements with Iowa State University, Upper Iowa University, Mount Mercy University, and Northwest Missouri State University to transfer both general education and technical credits. Many other state and private colleges and universities accept up to 65 credit hours. For more information, contact a program advisor.

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Horticulture Science Careers

Careers in Horticulture Science include:

- golf course management
- sports turf manager
- landscape design
- landscape installation
- grounds maintenance
- lawn care
- garden center manager
- greenhouse production

Placement

Starting Wages: \$19,000 - \$28,000 per year*

*Source: Iowa Workforce Development

Employers

Bear Creek Landscaping	Cedar Falls, IA
Beaver Hills Country Club	Cedar Falls, IA
Cedar Falls Parks & Recreation	Cedar Falls, IA
Elmcrest Country Club	Cedar Rapids, IA
Iowa Cubs	Des Moines, IA
Matthias Landscaping	Cedar Falls, IA
Minnesota Vikings	Minneapolis, MN
Sunnyside Country Club	Waterloo, IA
Wapsie Pines Landscaping	Dunkerton, IA
Waterloo Leisure Services	Waterloo, IA

Many graduates have become self-employed and own successful businesses.



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Horticulture Science Admission Requirements

1. Be a high school graduate or equivalent.
[High School Diploma Verification Process.](#)

2. [Apply at Hawkeye.](#)

3. Meet basic skill competencies in reading, writing, and math.

Basic skill competencies assessment provides information about your academic skills in reading, writing, and math. This information will be used to determine your acceptance, course selection, and registration.

For general admission to Hawkeye Community College, students must provide assessment scores in reading, math, and writing.

College success courses may be required if your assessment score indicates additional help is needed.

For course placement recommendations, based on your assessment score, review the [Assessment Scores and Course Equivalences.](#)

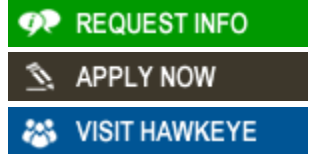
Accepted Assessments

- ACT
- COMPASS
- ASSET
- SAT
- ACCUPLACER (effective Spring 2014)

Previous College Experience

Assessment may be waived based on previous college course work in reading, math, and writing. Send your official college transcripts to the Admissions office for evaluation.

[Hawkeye's Equal Opportunity Statement](#)



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Horticulture Science Courses

Award: Associate of Applied Science (AAS)

Program Start: Fall, Spring

Enrollment Status: Full-time or part-time

The **AAS degree program** requires a mix of general education and hands-on courses. The following list of courses is from the current catalog year, organized in the suggested sequence of study for a full-time student, and is subject to change.

Part-time students, visit with a program advisor for a modified sequence of study.

If you are a current student your program requirements may be different than those listed for the current catalog year. [View your Program Evaluation](#) to see your specific program requirements and to search and register for classes.

Program Options

[AAS degree](#)

[Landscape Option - AAS degree](#)

[Turf Option - AAS degree](#)

[Diploma](#)

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Semester 1

AGA154	Fundamentals of Soil Science	3
AGC103	Ag Computer -OR-	3
CSC110	Introduction to Computers	3
AGH112	Introduction to Turfgrass Management	3
AGH221	Principles of Horticulture	3
AGH280	Botany for Horticulture	3
ENG105	Composition I -OR-	GEN ED 3
COM781	Written Communication in the Workplace	3

[View Course Descriptions](#)

Total Credits 18

Semester 2

AGA376	Integrated Pest Management	3
AGH222	Plant Propagation I	2
MAT110	Math for Liberal Arts -OR-	GEN ED 3
MAT772	Applied Math -OR-	3
MAT122	College Algebra -OR-	5
MAT156	Statistics	3
PSY102	Human and Work Relations -OR-	GEN ED 3
PSY111	Introduction to Psychology -OR-	3
SOC110	Introduction to Sociology	3
	<u>Horticulture Elective – Group 1</u>	8

[View Course Descriptions](#)

Total Credits 19

Semester 3 – Summer (optional)

AGT805 Employment Experience * 5

[View Course Descriptions](#)

Total Credits 5

* AGT805 can be taken as an elective in your 2nd, 3rd, or 4th semester.

Semester 4

AGH122 Woody Plant Materials 2

AGH322 Plant Propagation II 2

SPC101 Fundamentals of Oral Communication **GEN ED** 3

[Horticulture Elective – Group 2](#) 9

[View Course Descriptions](#)

Total Credits 16

Semester 5

AGB331 Entrepreneurship in Agriculture 3

[Horticulture Elective – Group 1](#) 9

[View Course Descriptions](#)

Total Credits 12

Horticulture Electives – Group 1

ADM222 Career Capstone 3

AGA284 Pesticide Application Certification 3

AGP340 Foundations of GIS and GPS 3

AGT805 Employment Experience 5

[Agriculture - Horticulture \(AGH\) Course](#) 3

[View Course Descriptions](#)

Horticulture Electives – Group 2

AGT805 Employment Experience 5

[Agriculture - Horticulture \(AGH\) Course](#) 3

[View Course Descriptions](#)

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Horticulture Science – Landscape Option Courses

Award: Associate of Applied Science (AAS)

Program Start: Fall, Spring

Enrollment Status: Full-time or part-time

The **Landscape Option - AAS degree program** requires a mix of general education and hands-on courses. The following list of courses is from the current catalog year, organized in the suggested sequence of study for a full-time student, and is subject to change.

Part-time students, visit with a program advisor for a modified sequence of study.

If you are a current student your program requirements may be different than those listed for the current catalog year. [View your Program Evaluation](#) to see your specific program requirements and to search and register for classes.

Program Options

[AAS degree](#)

[Landscape Option - AAS degree](#)

[Turf Option - AAS degree](#)

[Diploma](#)

Semester 1

AGA154	Fundamentals of Soil Science	3
AGC103	Ag Computer -OR-	3
CSC110	Introduction to Computers	3
AGH112	Introduction to Turfgrass Management	3
AGH221	Principles of Horticulture	3
AGH280	Botany for Horticulture	3
ENG105	Composition I -OR-	3
COM781	Written Communication in the Workplace	3

[View Course Descriptions](#)

Total Credits 18

Semester 2

AGA376	Integrated Pest Management	3
AGH222	Plant Propagation I	2
MAT772	Applied Math -OR- <u>Math Elective</u>	3
PSY102	Human and Work Relations -OR-	3
PSY111	Introduction to Psychology -OR-	3
SOC110	Introduction to Sociology	3
	<u>Horticulture Elective</u>	8

[View Course Descriptions](#)

Total Credits 19

Semester 3 – Summer (optional)

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AGT805	Employment Experience	5
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[View Course Descriptions](#) **Total Credits 5**

* AGT805 can be taken as an elective in your 2nd, 3rd, or 4th semester.

Semester 4

AGH122	Woody Plant Materials	2
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AGH322	Plant Propagation II	2
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SPC101	Fundamentals of Oral Communication	3
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	<u>Horticulture Elective</u>	9
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[View Course Descriptions](#) **Total Credits 16**

Semester 5

AGB331	Entrepreneurship in Agriculture	3
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	<u>Horticulture Elective</u>	9
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[View Course Descriptions](#) **Total Credits 12**

Math Electives

MAT110	Math for Liberal Arts	3
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MAT122	College Algebra	5
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MAT128	Precalculus	4
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MAT134	Trigonometry and Analytic Geometry	3
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MAT156	Statistics	3
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MAT210	Calculus I	4
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MAT216	Calculus II	4
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MAT219	Calculus III	4
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[View Course Descriptions](#)

Horticulture Electives

ADM222	Career Capstone	3
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AGA284	Pesticide Application Certification	3
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	<u>Agriculture - Horticulture (AGH) Course</u>	3
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[View Course Descriptions](#)

Horticulture Science – Turf Option Courses

Award: Associate of Applied Science (AAS)

Program Start: Fall, Spring

Enrollment Status: Full-time or part-time

The **Turf Option - AAS degree program** requires a mix of general education and hands-on courses. The following list of courses is from the current catalog year, organized in the suggested sequence of study for a full-time student, and is subject to change.

Part-time students, visit with a program advisor for a modified sequence of study.

If you are a current student your program requirements may be different than those listed for the current catalog year. [View your Program Evaluation](#) to see your specific program requirements and to search and register for classes.

Program Options

[AAS degree](#)

[Landscape Option - AAS degree](#)

[Turf Option - AAS degree](#)

[Diploma](#)

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Semester 1

AGA154	Fundamentals of Soil Science	3
AGC103	Ag Computer -OR-	3
CSC110	Introduction to Computers	3
AGH112	Introduction to Turfgrass Management	3
AGH221	Principles of Horticulture	3
AGH280	Botany for Horticulture	3
ENG105	Composition I -OR-	3
COM781	Written Communication in the Workplace	3

[View Course Descriptions](#)

Total Credits 18

Semester 2

AGA376	Integrated Pest Management	3
AGH222	Plant Propagation I	2
MAT772	Applied Math -OR- <u>Math Elective</u>	3
PSY102	Human and Work Relations -OR-	3
PSY111	Introduction to Psychology -OR-	3
SOC110	Introduction to Sociology	3
	<u>Horticulture Elective</u>	8

[View Course Descriptions](#)

Total Credits 19

Semester 3 – Summer (optional)

AGT805 Employment Experience * 5

[View Course Descriptions](#)

Total Credits 5

* AGT805 can be taken as an elective in your 2nd, 3rd, or 4th semester.

Semester 4

AGH122 Woody Plant Materials 2

AGH322 Plant Propagation II 2

SPC101 Fundamentals of Oral Communication 3

[Horticulture Elective](#) 9

[View Course Descriptions](#)

Total Credits 16

Semester 5

AGB331 Entrepreneurship in Agriculture 3

[Horticulture Elective](#) 9

[View Course Descriptions](#)

Total Credits 12

Math Electives

MAT110 Math for Liberal Arts 3

MAT122 College Algebra 5

MAT128 Precalculus 4

MAT134 Trigonometry and Analytic Geometry 3

MAT156 Statistics 3

MAT210 Calculus I 4

MAT216 Calculus II 4

MAT219 Calculus III 4

[View Course Descriptions](#)

Horticulture Electives

ADM222 Career Capstone 3

AGA284 Pesticide Application Certification 3

AGP340 Foundations of GIS and GPS 3

[Agriculture - Horticulture \(AGH\) Course](#) 3

[View Course Descriptions](#)

[College Catalog](#) | [Next Page >](#)

Horticulture Science – Diploma Courses

Award: Diploma

Program Start: Fall, Spring

Enrollment Status: Full-time or part-time

The **Diploma program** requires a mix of general education and hands-on courses. The following list of courses is from the current catalog year, organized in the suggested sequence of study for a full-time student, and is subject to change.

Part-time students, visit with a program advisor for a modified sequence of study.

If you are a current student your program requirements may be different than those listed for the current catalog year. [View your Program Evaluation](#) to see your specific program requirements and to search and register for classes.

Semester 1

AGC103	Ag Computer -OR-	3
CSC110	Introduction to Computers	3
AGH112	Introduction to Turfgrass Management	3
AGH140	Equipment Operations	2
AGH280	Botany for Horticulture	3
ENG105	Composition I -OR-	3
COM781	Written Communication in the Workplace	3

[View Course Descriptions](#)

Total Credits 14

Semester 2

AGA284	Pesticide Application Certification	3
AGA376	Integrated Pest Management	3
AGH119	Herbaceous Plant Materials	2
AGH222	Plant Propagation I	2
AGH270	Nursery Production	2
AGH425	Grounds Maintenance	3
PSY102	Human and Work Relations -OR-	3
PSY111	Introduction to Psychology -OR-	3
SOC110	Introduction to Sociology	3

[View Course Descriptions](#)

Total Credits 18

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Natural Resources Management

The Natural Resources Management program enables students to learn about the physical aspects of managing natural areas as well as the theory behind the procedures. Students develop the necessary skills and certifications for entering careers as natural resources technicians through a combination of classroom instruction, laboratory activities, and an eight-week cooperative work experience.

A trademark of the program is the Advanced Outdoor Recreation Techniques class. Within this class, students travel to the Boundary Waters Canoe Wilderness Area or to the Bighorn Mountains in Wyoming to gain experience in wilderness ethics, orienteering, canoeing, portaging, camping, and much more.

Transfer Information

Hawkeye Community College's Agriculture and Natural Resources programs have articulation agreements with Iowa State University, and Upper Iowa University to transfer both general education and technical credits. Many other state and private colleges and universities accept up to 65 credit hours. For more information, contact a program advisor.

Events

The Natural Resources Management program hosts many special events, both on and off campus. They include:

- Wilderness trip to the Bighorn Mountains and visit to Yellowstone in August for second year students.
- Wilderness trip to the Boundary Waters Canoe Area in September for second year students.
- Canoe trip and campout for first year students in September.
- Stihl chain saw safety training and certification in September.
- Clear Lake fish seining with the Iowa DNR Fisheries in September.

- Prescribed prairie burns in October.
- Timber stand improvement projects in October.
- Attendance at the Iowa County Conservation Board “Winterfest” Conference in January.
- Necropsy of river otters and bobcats with the Iowa DNR in February.
- Telemetry “hunt” for the endangered Massasauga Rattlesnake in April.
- Two day “Leave No Trace” training and certification in April to prepare students for their adventure into the wilderness the following semester.
- Prescribed prairie burns in April
- Fish shocking and sampling with the Iowa DNR in April.
- Trumpeter swan roundup with the Iowa DNR in April.

[College Catalog](#) | [Next Page >](#)

Natural Resources Management Careers

Careers in Natural Resources Management include:

- roadside management
- vegetation management
- wildlife technician
- wildlife management
- environmental education
- native plant nurseries
- parks and recreation
- naturalist
- soil conservation technician

Placement

Starting Wages: \$26,000 - \$34,500 per year*

*Source: Iowa Workforce Development

Employers

Absolute Energy	Osage, IA
Buchanan County Secondary Roads	Independence, IA
Cerro Gordo County Conservation Board	Mason City, IA
Clayton County Parks	Elkader, IA
Feder's Prairie Seed	Blue Earth, MN
Grundy County Conservation Board	Grundy Center, IA
Hardin County Conservation Board	Iowa Falls, IA
Iowa Department of Natural Resources	Manchester, IA and other locations
Montana Fish & Game	Libby, MT

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Natural Resources Management Admission Requirements

1. Be a high school graduate or equivalent.
[High School Diploma Verification Process.](#)

2. [Apply at Hawkeye.](#)

3. Meet basic skill competencies in reading, writing, and math.

Basic skill competencies assessment provides information about your academic skills in reading, writing, and math. This information will be used to determine your acceptance, course selection, and registration.

For general admission to Hawkeye Community College, students must provide assessment scores in reading, math, and writing.

College success courses may be required if your assessment score indicates additional help is needed.

For course placement recommendations, based on your assessment score, review the [Assessment Scores and Course Equivalences.](#)

Accepted Assessments

- ACT
- COMPASS
- ASSET
- SAT
- ACCUPLACER (effective Spring 2014)

Previous College Experience

Assessment may be waived based on previous college course work in reading, math, and writing. Send your official college transcripts to the Admissions office for evaluation.

[Hawkeye's Equal Opportunity Statement](#)

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Natural Resources Management Courses

Award: Associate of Applied Science (AAS)

Program Start: Fall, Spring

Enrollment Status: Full-time or part-time

The **AAS degree program** requires a mix of general education and hands-on courses. The following list of courses is from the current catalog year, organized in the suggested sequence of study for a full-time student, and is subject to change.

Part-time students, visit with a program advisor for a modified sequence of study.

If you are a current student your program requirements may be different than those listed for the current catalog year. View your Program Evaluation to see your specific program requirements and to search and register for classes.

Program Options

AAS degree

Transfer - AAS degree

Diploma

Certificate

 [REQUEST INFO](#)

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Semester 1

AGC103	Ag Computer -OR- Any 3 credit course *	3
CNS107	Outdoor Recreation Techniques	1
CNS108	Wildlife Identification	3
CNS121	Environmental Conservation	3
CNS204	Native Vegetation	3
ENG105	Composition I -OR-	3
COM781	Written Communication in the Workplace	3

[View Course Descriptions](#)

Total Credits 16

* Select any 3 credit course. This course is included in your tech core and is not considered part of your 12 credits of general education requirements toward your degree.

Semester 2

AGH140	Equipment Operations	2
CNS106	Wildlife Ecology	4
CNS143	Fire Management	3
MAT122	College Algebra -OR- <u>Math Elective</u>	5 3
PSY111	Introduction to Psychology -OR-	3
PSY102	Human and Work Relations -OR-	3
SOC110	Introduction to Sociology	3

[View Course Descriptions](#)

Total Credits 17

Semester 3

AGT805	Employment Experience	5
SPC101	Fundamentals of Oral Communication	3

[View Course Descriptions](#)**Total Credits 8**

Courses required for graduation, but can be taken any term.

Semester 4

AGA284	Pesticide Application Certification -OR-	3
BIO112	General Biology I	4
AGP340	Foundations of GIS and GPS -OR-	3
SOC205	Diversity in America	3
CNS136	Aquatic Management -OR-	3
ENG106	Composition II	3
CNS138	Woodland Management -OR-	3
ENG106	Composition II	3
CNS205	Advanced Outdoor Recreation Techniques	1
CNS228	Natural Areas Management	3

[View Course Descriptions](#)**Total Credits 16****Semester 5**

AGA154	Fundamentals of Soil Science -OR-	3
BIO113	General Biology II	4
CNS201	Conservation Biology	4
CNS231	Integrated Roadside Vegetation Management -OR-	2
CNS134	Wildlife Management -OR-	4
PHI105	Introduction to Ethics -OR-	3
CNS929	Individual Projects	1

[View Course Descriptions](#)**Total Credits 9****Math Electives**

MAT110	Math for Liberal Arts	3
MAT128	Precalculus	4
MAT134	Trigonometry and Analytic Geometry	3
MAT156	Statistics	3
MAT210	Calculus I	4
MAT216	Calculus II	4
MAT219	Calculus III	4
MAT772	Applied Math	3

[View Course Descriptions](#)

Natural Resources Management – Transfer Courses

Award: Associate of Applied Science (AAS)

Program Start: Fall, Spring

Enrollment Status: Full-time or part-time

The **Transfer - AAS degree program** requires a mix of general education and hands-on courses. The following list of courses is from the current catalog year, organized in the suggested sequence of study for a full-time student, and is subject to change.

Part-time students, visit with a program advisor for a modified sequence of study.

If you are a current student your program requirements may be different than those listed for the current catalog year. [View your Program Evaluation](#) to see your specific program requirements and to search and register for classes.

Program Options

[AAS degree](#)

[Transfer - AAS degree](#)

[Diploma](#)

[Certificate](#)

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Semester 1

CNS107	Outdoor Recreation Techniques	1
CNS108	Wildlife Identification	3
CNS121	Environmental Conservation	3
CNS204	Native Vegetation	3
ENG105	Composition I	3
	Any 3 credit course *	3

[View Course Descriptions](#)

Total Credits 16

* Select any 3 credit course. This course is included in tech core and is not considered part of your 12 credits of general education requirements toward your degree.

Semester 2

AGH140	Equipment Operations -OR-	2
CHM165	General Chemistry I -OR-	4
CHM122	Introduction to General Chemistry	4
CNS106	Wildlife Ecology	4
CNS143	Fire Management -OR-	3
CHM165	General Chemistry I -OR-	4
CHM122	Introduction to General Chemistry	4
MAT110	Math for Liberal Arts -OR-	3
	<u>Math Elective</u>	
PSY111	Introduction to Psychology -OR-	3
SOC110	Introduction to Sociology	3

[View Course Descriptions](#) **Total Credits 18**

Semester 3

BIO112	General Biology I -OR-	4
AGA284	Pesticide Application Certification	3
CNS136	Aquatic Management -OR-	3
ENG106	Composition II	3
CNS138	Woodland Management -OR-	3
ENG106	Composition II	3
CNS205	Advanced Outdoor Recreation Techniques	1
CNS228	Natural Areas Management	3
SOC205	Diversity in America -OR-	3
AGP340	Foundations of GIS and GPS	3

[View Course Descriptions](#) **Total Credits 17**

Semester 4

BIO113	General Biology II -OR-	4
AGA154	Fundamentals of Soil Science	3
CNS201	Conservation Biology	4
CNS231	Integrated Roadside Vegetation Management -OR-	2
CNS134	Wildlife Management -OR-	4
PHI105	Introduction to Ethics -OR-	3
CNS929	Individual Projects	1
MAT122	College Algebra -OR-	5

Math Elective

[View Course Descriptions](#) **Total Credits 15**

Math Electives

MAT128	Precalculus	4
MAT134	Trigonometry and Analytic Geometry	3
MAT156	Statistics	3
MAT210	Calculus I	4
MAT216	Calculus II	4
MAT219	Calculus III	4

[View Course Descriptions](#)

Natural Resources Management – Diploma Courses

Award: Diploma

Program Start: Fall, Spring

Enrollment Status: Full-time or part-time

The **Diploma program** requires a mix of general education and hands-on courses. The following list of courses is from the current catalog year, organized in the suggested sequence of study for a full-time student, and is subject to change.

Part-time students, visit with a program advisor for a modified sequence of study.

If you are a current student your program requirements may be different than those listed for the current catalog year. View your Program Evaluation to see your specific program requirements and to search and register for classes.

Program Options

AAS degree

Transfer - AAS degree

Diploma

Certificate

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Semester 1

AGC103	Ag Computer -OR- Any 3 credit course *	3
CNS107	Outdoor Recreation Techniques	1
CNS108	Wildlife Identification	3
CNS121	Environmental Conservation	3
CNS204	Native Vegetation	3
ENG105	Composition I -OR-	3
COM781	Written Communication in the Workplace	3

[View Course Descriptions](#)

Total Credits 16

* Select any 3 credit course. This course is included in tech core and is not considered part of your 12 credits of general education requirements toward your degree.

Semester 2

AGH140	Equipment Operations	2
CNS106	Wildlife Ecology	4
CNS143	Fire Management -OR-	3
CHM122	Introduction to General Chemistry -OR-	4
CHM165	General Chemistry I	4
MAT772	Applied Math -OR- <u>Math Elective</u>	3
PSY102	Human and Work Relations -OR-	3
PSY111	Introduction to Psychology -OR-	3

SOC110	Introduction to Sociology	3
SPC101	Fundamentals of Oral Communication	3
View Course Descriptions		Total Credits 18

Math Electives

MAT110	Math for Liberal Arts	3
MAT122	College Algebra	5
MAT128	Precalculus	4
MAT134	Trigonometry and Analytic Geometry	3
MAT156	Statistics	3
MAT210	Calculus I	4
MAT216	Calculus II	4
MAT219	Calculus III	4

[View Course Descriptions](#)

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Natural Resources Management – Certificate Courses

Award: Certificate

Program Start: Fall, Spring

Enrollment Status: Full-time or part-time

The following list of courses is from the current catalog year, organized in the suggested sequence of study for a full-time student, and is subject to change.

Part-time students, visit with a program advisor for a modified sequence of study.

If you are a current student your program requirements may be different than those listed for the current catalog year. [View your Program Evaluation](#) to see your specific program requirements and to search and register for classes.

Semester 1		
AGC103	Ag Computer -OR- Any 3 credit course *	3
CNS107	Outdoor Recreation Techniques	1
CNS108	Wildlife Identification	3
CNS121	Environmental Conservation	3
CNS204	Native Vegetation	3
<u>View Course Descriptions</u>		Total Credits 13

* Select any 3 credit course. This course is included in tech core and is not considered part of your 12 credits of general education requirements toward your degree.

Program Options

[AAS degree](#)

[Transfer - AAS degree](#)

[Diploma](#)

[Certificate](#)

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Veterinary Assisting

This Veterinary Assisting program provides students opportunities to develop skills and knowledge required for entering a career as a veterinary assistant.

Students develop knowledge and an understanding in livestock production and companion animals through classroom instruction, hands-on labs, employment experience, field trips, and industry speakers. Students receive instruction in companion animals and domesticated livestock, as well as anatomy and physiology, nutrition, and veterinary terminology.

Hawkeye's 400-acre Farm Lab utilizes new and up-to-date facilities and equipment to provide students hands-on experience with the latest production and management techniques. Included on this site is a laboratory for vet assisting courses.

Veterinary Assisting is a three-semester, diploma option of the [Animal Science program](#).

Experience and Training

The Vet Assisting eight-week Employment Experience allows students to gain real work experience at an employment site. This ensures students acquire the skills they need to succeed on the job.

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Veterinary Assisting Careers

Placement

Starting wages - \$18,500 - \$24,000 per year*

*Source: Iowa Workforce Development

Employers

Brookside Veterinary Hospital	Cedar Falls, IA
Den Herder Veterinary Hospital	Waterloo, IA
Keepers of the Wild Nature Park & Animal Sanctuary	Valentine, AZ
Klima Small Animal Clinic	Waterloo, IA
PetSmart	Waterloo, IA

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Veterinary Assisting Admission Requirements

1. Be a high school graduate or equivalent.
[High School Diploma Verification Process.](#)

2. [Apply at Hawkeye.](#)

3. Meet basic skill competencies in reading, writing, and math.

Basic skill competencies assessment provides information about your academic skills in reading, writing, and math. This information will be used to determine your acceptance, course selection, and registration.

For general admission to Hawkeye Community College, students must provide assessment scores in reading, math, and writing.

College success courses may be required if your assessment score indicates additional help is needed.

For course placement recommendations, based on your assessment score, review the [Assessment Scores and Course Equivalences.](#)

Accepted Assessments

- ACT
- COMPASS
- ASSET
- SAT
- ACCUPLACER (effective Spring 2014)

Previous College Experience

Assessment may be waived based on previous college course work in reading, math, and writing. Send your official college transcripts to the Admissions office for evaluation.

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Veterinary Assisting Courses

Award: Diploma

Program Start: Fall, Spring

Enrollment Status: [Full-time or part-time](#)

The **Veterinary Assisting program** requires a mix of general education and hands-on courses. The following list of courses is from the current catalog year, organized in the suggested sequence of study for a full-time student, and is subject to change.

Part-time students, visit with a program advisor for a modified sequence of study.

If you are a current student your program requirements may be different than those listed for the current catalog year. [View your Program Evaluation](#) to see your specific program requirements and to search and register for classes.

Semester 1

AGS113	Survey of the Animal Industry -OR- Agriculture Elective	3 3
AGS211	Issues Facing Animal Science	2
AGS218	Domestic Animal Physiology	4
AGS319	Animal Nutrition	3
AGV154	Veterinary Reception and Administration Skills	4

[View Course Descriptions](#)

Total Credits 16

Semester 2

AGV121	Veterinary Medical Terminology	2
AGV123	Companion Animal	3
AGV140	Veterinary Pharmacology	3
ENG105	Composition I -OR-	3
COM781	Written Communication in the Workplace	3
MAT772	Applied Math -OR- Math Elective	3 3

[View Course Descriptions](#)

Total Credits 14

Semester 3

AGT805	Employment Experience	5
AGV101	Veterinary Assisting	3

[View Course Descriptions](#)

Total Credits 8

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Math Electives

MAT110	Math for Liberal Arts	3
MAT122	College Algebra	5
MAT128	Precalculus	4
MAT134	Trigonometry and Analytic Geometry	3
MAT156	Statistics	3
MAT210	Calculus I	4
MAT216	Calculus II	4
MAT219	Calculus III	4

[View Course Descriptions](#)


Agriculture Electives


AGA214	Cash Grains	3
AGA376	Integrated Pest Management	3
AGB101	Agricultural Economics	3
AGB111	Agriculture Enterprise Lab	1
AGB235	Introduction to Agriculture Markets	3
AGB303	Agriculture Leadership	3
AGB331	Entrepreneurship in Agriculture	3
AGB336	Agricultural Selling	3
AGB466	Agricultural Finance	3
AGP333	Precision Farming Systems	3
AGP450	Fundamentals of GIS	3
AGS192	Livestock Judging	3
AGS216	Equine Science	3
AGS225	Swine Science	3
AGS226	Beef Cattle Science	3
AGS272	Foods of Animal Origin	5
AGS275	Food Safety and Analysis	3
AGS305	Livestock Evaluation	3
AGT220	AG Research	3


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Digital Mass Media

The Digital Mass Media program provides students with an in-depth knowledge of the digital media industry and the entry-level skills to enter into a variety of jobs within digital, mass media, and production communication fields. This program is for students who want to be on the cutting edge of digital media technology and are interested in creating and delivering multimedia content.

Through hands-on experience, students learn the skills to shoot digital video and photo; record digital audio; and customize images, videos, podcasts, and social media. They will learn to plan, create, and manage digital content; craft stories, messages, and music for production; and broadcast final over a variety of mediums including the Internet, social media, and television. Instruction will include desktop publishing, ethics and media law, media writing, marketing, and how technology and media affects society.

Transfer Information

Many four-year colleges universities accept a limited number of transfer and elective credits. For more information, contact a program advisor.

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Digital Mass Media Careers

Graduates will meet the rapidly increasing demand for a new type of interactive technologist, one with a broad ranging set of skills and one who can conceptualize, create, and deliver.

Emerging job opportunities include:

- multimedia specialists
- video journalists
- music video producers
- digital content specialists
- social media marketers and specialists
- digital advertising specialists
- digital media producers
- multimedia designers

They may also find jobs as:

- web designers
- graphic artists
- sound technicians
- camera operators
- videographers
- photojournalists

Graduates may find employment in:

- large corporation public relations departments
- advertising agencies
- media outlets
- colleges and universities
- web design companies
- health organizations
- non-profit organizations

The U.S. Bureau of Labor Statistics projects a 14% increase in need for multimedia specialists. With shrinking company budgets and advancement in technology, production, and delivery of all types of media, employers are looking to get more bang for their buck by hiring individuals with digital communications training.

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Digital Mass Media Admission Requirements

1. Be a high school graduate or equivalent.
[High School Diploma Verification Process.](#)

2. [Apply at Hawkeye.](#)

3. Meet basic skill competencies in reading, writing, and math.

Basic skill competencies assessment provides information about your academic skills in reading, writing, and math. This information will be used to determine your acceptance, course selection, and registration.

For general admission to Hawkeye Community College, students must provide assessment scores in reading, math, and writing.

College success courses may be required if your assessment score indicates additional help is needed.

For course placement recommendations, based on your assessment score, review the [Assessment Scores and Course Equivalences.](#)

Accepted Assessments

- ACT
- COMPASS
- ASSET
- SAT
- ACCUPLACER (effective Spring 2014)

Previous College Experience

Assessment may be waived based on previous college course work in reading, math, and writing. Send your official college transcripts to the Admissions office for evaluation.

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Digital Mass Media Courses

Award: Associate of Applied Arts (AAA)

Program Start: Fall, Spring, Summer

Enrollment Status: [Full-time or part-time](#)

The **Digital Mass Media program** requires a mix of general education and hands-on courses. The following list of courses is from the current catalog year, organized in the suggested sequence of study for a full-time student, and is subject to change.

Part-time students, visit with a program advisor for a modified sequence of study.

If you are a current student your program requirements may be different than those listed for the current catalog year. [View your Program Evaluation](#) to see your specific program requirements and to search and register for classes.

Semester 1		
ENG105	Composition I	3
GRA150	Introduction to Web Design	3
MMS103	Basic Digital Photography	3
MMS105	Audio Production	3
MMS111	Video Production I	3
View Course Descriptions		Total Credits 15

Semester 2		
COM140	Introduction to Mass Media	3
MAT110	Math for Liberal Arts -OR-	3
MAT772	Applied Math	3
MMS134	Media Writing -OR-	3
	Digital Mass Media Elective	3
MMS213	Video Production II -OR-	3
	Digital Mass Media Elective	3
MMS214	Audio Production II -OR-	3
	Digital Mass Media Elective	3
View Course Descriptions		Total Credits 15

Semester 3		
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MMS124	Survey of Commercial Video -OR-	3
	Digital Mass Media Elective	3
MMS265	Mass Communications Law -OR-	3
	Digital Mass Media Elective	3
MMS304	Multimedia Applications -OR-	3
	Digital Mass Media Elective	3
PHT208	Basic Photojournalism -OR-	3
	Digital Mass Media Elective	3
SOC110	Introduction to Sociology -OR-	3
PSY111	Introduction to Psychology	3
View Course Descriptions		Total Credits 15

Semester 4

MKT198	Sports Marketing -OR-	3
	Digital Mass Media Elective	3
MMS117	Social Media for Business -OR-	3
	Digital Mass Media Elective	3
MMS302	Solo Video Journalism -OR-	3
	Digital Mass Media Elective	3
SPC101	Fundamentals of Oral Communication	3
	Digital Mass Media Elective	3
View Course Descriptions		Total Credits 15

Digital Mass Media Electives

ART101	Art Appreciation	3
COM148	Diversity and the Media	3
ENG221	Creative Writing	3
GRA133	Desktop Publishing	4
GRA142	Graphic Imaging	4
GRA162	Web Page Graphics	3
GRA196	Design and Layout I	4
GRA197	Design and Layout II	4
GRA206	Advanced Design and Layout	4
GRA227	Interactive Multimedia	4
GRA238	Web Design and Layout	4
GRA239	CMS Web Design	3
MKT110	Principles of Marketing	3
MKT140	Principles of Selling	3
MKT142	Consumer Behavior	3

MKT152	Advertising and Visual Merchandising	3
MMS300	Cinematography	3
MMS310	Independent Film Production	3
MMS320	Recording Studio I	3
MMS400	Video Production for Web Streaming	3
MMS410	Film Editing	3
MMS420	Recording Studio II	3
MUA120	Applied Piano I	1
MUA319	Applied Voice	1
MUS100	Music Appreciation	3
MUS102	Music Fundamentals	3
PHT210	Visual Communication	3
PHT229	Intermediate Photojournalism	3
PHT242	Audio Visual Presentations	3

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Graphic Communications

The Graphic Communications program provides students with an advanced level of experience using the leading page layout, drawing, photo editing, interactive multimedia, and Web design software. Students are provided with experience in design and layout, typography, illustration, desktop publishing, web design, and pre-press production processes.

Students interested in this program should:

- have artistic ability,
- have a strong foundation in computer concepts using either a Mac or PC, and
- be able to work in a fast-paced, detail-oriented environment.

Transfer Information

Hawkeye Community College has articulation agreements with Upper Iowa University, Mount Mercy College, and Wartburg College allowing graduates to enter with junior status. The Graphic Communications program has an articulation agreement with the University of Northern Iowa Department of Industrial Technology, which will assist graduates in transferring additional credits.

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Graphic Communications Careers

A graphic designer uses visual elements to communicate messages through print and electronic media. Designers may design magazines and newspapers, websites, packaging, promotional displays and marketing materials.

The following are positions or titles held by Graphic Communication program graduates.

- advertising designer
- art director
- brand identity designer
- creative director
- freelance designer
- illustrator
- layout artist
- logo designer
- multimedia designer
- package designer
- photo editing / Photoshop artist
- pre-press technician
- publication designer
- web designer

Placement

Starting Wages: \$25,000 - \$39,500 per year*

*Source: Iowa Workforce Development

Employers

The following is a partial list of employers who have hired or employ program graduates.

Almon, Inc.	Dubuque, IA
Banno	Cedar Falls, IA
Bertch Cabinets	Waterloo, IA
CDS Global	Des Moines, IA
EdgeCore	Cedar Falls, IA
Fusion Forward	Independence, IA
Hellman Associates, Inc.	Waterloo, IA
John Deere	Moline, IL
JW Morton & Associates	Cedar Rapids, IA

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McCullough Creative	Dubuque, IA
ME&V	Cedar Falls, IA
Mudd Group, Inc.	Waterloo, IA
North Forty	Cedar Rapids, IA
Pioneer Graphics	Waterloo, IA
Professional Office Services	Waterloo, IA
VGM Creative	Waterloo, IA
WDG Communications	Cedar Rapids, IA

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Graphic Communications Admission Requirements

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Basic Skill Competencies Requirements

Option 1

Score at least the following scores on any combination of the below assessment options:

ACT sub scores	COMPASS scores	ASSET scores	ACCUPLACER scores
14 - Math	24 - Pre-Algebra	38 - Numerical	40 - Arithmetic
16 - Reading	69 - Reading	34 - Reading	62 - Reading
16 - English	41 - Writing	35 - Writing	77 - Sentence Skills

Applicants can take the [ACT assessment](#) or the [COMPASS assessment](#) at Hawkeye. Pre-registration is required.

Option 2

Complete all of the following college success courses with a "C" grade or higher at Hawkeye Community College or comparable courses at another accredited college:

- ENG060 College Preparatory Writing I
- RDG039 College Preparatory Reading II
- MAT045 Fundamentals of Math

Option 3

Any combination of the above fulfilling the basic skills requirements of algebra, reading, and writing.

Admissions Process

1. [Apply for admission](#).
2. Completed applicant files (we have your application, transcripts, and test scores) will be processed as follows:
 - a. Applicants meeting the program's admission requirements will be sent an admissions inactivation letter.
 - b. Applicants meeting the program's admission requirements will be accepted.
3. We accept approximately 54-60 students and 20 alternates each Fall Semester. Applicants will be accepted based on the date their completed applicant file. If many students share the same date for completing their applicant files, the application date will be used to prioritize their acceptance.
4. If necessary, alternates will be contacted to fill unconfirmed positions in the program. Alternates will be given priority for the next term.

[Hawkeye's Equal Opportunity Statement](#)

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Graphic Communications Courses

Award: Associate of Applied Arts (AAA)

Program Start: Fall, Spring

Enrollment Status: Full-time or part-time

The **Graphic Communications program** requires a mix of general education and hands-on courses. The following list of courses is from the current catalog year, organized in the suggested sequence of study for a full-time student, and is subject to change.

Part-time students, visit with a program advisor for a modified sequence of study.

If you are a current student your program requirements may be different than those listed for the current catalog year. [View your Program Evaluation](#) to see your specific program requirements and to search and register for classes.

Semester 1		
COM781	Written Communication in the Workplace -OR-	3
ENG105	Composition I	3
GRA105	Drawing and Composition -OR-	4
ART133	Drawing -AND-	3
ART134	Drawing II	3
GRA133	Desktop Publishing	4
GRA196	Design and Layout I	4
<u>View Course Descriptions</u>		Total Credits 15

Semester 2		
GRA124	Electronic Illustration	4
GRA150	Introduction to Web Design	3
GRA197	Design and Layout II	4
MAT772	Applied Math -OR-	3
	<u>Math Elective</u>	3
	<u>Graphic Communications Elective</u>	2
<u>View Course Descriptions</u>		Total Credits 16

Semester 3		
GRA142	Graphic Imaging	4
GRA200	Applications of Color	3
PSY102	Human and Work Relations -OR-	3
PSY111	Introduction to Psychology -OR-	3

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SOC110	Introduction to Sociology	3
	<u>Graphic Communications Elective</u>	3
	<u>Graphic Communications Elective</u>	3
<u>View Course Descriptions</u>		Total Credits 16

Semester 4		
GRA290	Portfolio Preparation	3
SPC101	Fundamentals of Oral Communication	3
	<u>Graphic Communications Elective</u>	4
	<u>Graphic Communications Elective</u>	4
	<u>Graphic Communications Elective</u>	3
<u>View Course Descriptions</u>		Total Credits 17

Graphics Communication Electives		
GRA162	Web Page Graphics	3
GRA205	Design and Layout III	4
GRA206	Advanced Design and Layout	4
GRA221	Principles of Illustration	3
GRA227	Interactive Multimedia	4
GRA231	Photo Direction	2
GRA238	Web Design and Layout	4
GRA239	CMS Web Design	3
GRA285	Production Processes	3
MGT101	Principles of Management	3
MKT110	Principles of Marketing	3
MKT140	Principles of Selling	3
MKT152	Advertising and Visual Merchandising	3
MMS103	Basic Digital Photography	3
MMS111	Video Production I	3
<u>View Course Descriptions</u>		

Math Electives		
MAT110	Math for Liberal Arts	3
MAT122	College Algebra	5
MAT128	Precalculus	4
MAT134	Trigonometry and Analytic Geometry	3
MAT156	Statistics	3
MAT210	Calculus I	4
MAT216	Calculus II	4
MAT219	Calculus III	4
<u>View Course Descriptions</u>		



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Professional Photography

The Professional Photography program provides students with a working knowledge of the photography industry. Students are trained for entry-level positions in the fields of commercial, photojournalism, and portraiture photography. The program is recognized as one of the best in the Midwest.

Students learn through classroom activities, live demonstrations, and hands-on experience in Hawkeye's photography studios, color and black and white processing laboratories, and in the computer imaging laboratory. Instruction in traditional analog and digital technologies provide students with a broad range of skills for employment.

Accreditation

This program is recognized by the [Professional Photographers of America](#).

Transfer Information

Hawkeye's Professional Photography program has articulation agreements with Upper Iowa University and Mount Mercy University allowing graduates to enter to junior status. The Iowa Regent universities accept a limited number of transfer and elective credits. Articulation agreements may assist the graduates in transferring additional credits. For more information, contact a program advisor.

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Professional Photography Careers

Our graduates can be employed in many photographic career areas, including:

- professional photographic studios
- professional photographic color labs
- newspapers and magazines
- corporate industrial photography departments
- federal government agencies

Placement

Starting Wages: \$17,500 - \$27,000 per year*

*Source: Iowa Workforce Development

Employers

Deere and Company	Moline, IL
Meredith Corporation	Des Moines, IA
Momento Fine Art Portrait Photography	Savage, MN
Telegraph Herald	Dubuque, IA
Waterloo-Cedar Falls Courier	Waterloo, IA



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Professional Photography Admission Requirements

1. Be a high school graduate or equivalent.
[High School Diploma Verification Process.](#)

2. [Apply at Hawkeye.](#)

3. Meet basic skill competencies in reading, writing, and math.

Basic skill competencies assessment provides information about your academic skills in reading, writing, and math. This information will be used to determine your acceptance, course selection, and registration.

For general admission to Hawkeye Community College, students must provide assessment scores in reading, math, and writing.

College success courses may be required if your assessment score indicates additional help is needed.

For course placement recommendations, based on your assessment score, review the [Assessment Scores and Course Equivalences.](#)

Accepted Assessments

- ACT
- COMPASS
- ASSET
- SAT
- ACCUPLACER (effective Spring 2014)

Previous College Experience

Assessment may be waived based on previous college course work in reading, math, and writing. Send your official college transcripts to the Admissions office for evaluation.

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Professional Photography – Portrait Courses

Award: Associate of Applied Arts (AAA)

Program Start: Fall only

The **Portrait program** requires a mix of general education and hands-on courses. The following list of courses is from the current catalog year, organized in the suggested sequence of study for a full-time student, and is subject to change.

If you are a current student your program requirements may be different than those listed for the current catalog year. [View your Program Evaluation](#) to see your specific program requirements and to search and register for classes.

Program Options

[Portrait](#)

[Commercial](#)

[Digital](#)

Semester 1

MAT772	Applied Math -OR-	3
	Math Elective	3
PHT102	Photo Design I	3
PHT106	Introduction to Image Editing	3
PHT108	Camera I	3
PHT109	Print I	3
PSY102	Human and Work Relations -OR-	3
PSY111	Introduction to Psychology -OR-	3
SOC110	Introduction to Sociology	3

[View Course Descriptions](#)

Total Credits 18

Semester 2

COM781	Written Communication in the Workplace -OR-	3
ENG105	Composition I	3
PHT110	Camera II	3
PHT111	Print II	3
PHT132	Photo Design II	3
PHT202	Basic Portraiture	3
PHT204	Basic Commercial Photography	3

[View Course Descriptions](#)

Total Credits 18

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Semester 3

PHT215	Portrait Image Editing	3
PHT220	Intermediate Portraiture	3
PHT241	Portrait Business	3
SPC101	Fundamentals of Oral Communication	3
	<u>Portrait Photography Emphasis Elective</u>	3
	<u>Portrait Photography Emphasis Elective</u>	3

[View Course Descriptions](#)**Total Credits 18****Semester 4**

PHT217	Advanced Portrait Image Editing	3
PHT240	Portrait Production and Portfolio	3
PHT244	Wedding Photography	4
	<u>Portrait Photography Emphasis Elective</u>	3

[View Course Descriptions](#)**Total Credits 13****Portrait Photography Emphasis Electives**

BUS102	Introduction to Business	3
MGT110	Small Business Management	3
MKT110	Principles of Marketing	3
MKT140	Principles of Selling	3
NET109	A+ Certification Prep	4
PHT208	Basic Photojournalism	3
PHT210	Visual Communication	3
PHT216	Commercial Image Editing	3
PHT218	Advanced Commercial Image Editing	3
PHT227	Intermediate Commercial	3
PHT229	Intermediate Photojournalism	3
PHT235	Techniques for Studio Promotion	3
PHT237	History of Photography	2
PHT242	Audio Visual Presentations	3
PHT247	Commercial Production and Portfolio	3
PHT248	Commercial Business	3
PHT251	Fine Art Photography	3
PHT252	Film and Print Scanning	3
PHT253	Art Direction	3

[View Course Descriptions](#)**Math Electives**

MAT110	Math for Liberal Arts	3
MAT122	College Algebra	5
MAT128	Precalculus	4
MAT134	Trigonometry and Analytic Geometry	3
MAT156	Statistics	3
MAT210	Calculus I	4
MAT216	Calculus II	4

[View Course Descriptions](#)



Professional Photography – Commercial Courses

Award: Associate of Applied Arts (AAA)

Program Start: Fall only

The **Commercial program** requires a mix of general education and hands-on courses. The following list of courses is from the current catalog year, organized in the suggested sequence of study for a full-time student, and is subject to change.

If you are a current student your program requirements may be different than those listed for the current catalog year. [View your Program Evaluation](#) to see your specific program requirements and to search and register for classes.

Program Options

[Portrait](#)

[Commercial](#)

[Digital](#)

Semester 1

MAT772	Applied Math -OR-	3
	Math Elective	3
PHT102	Photo Design I	3
PHT106	Introduction to Image Editing	3
PHT108	Camera I	3
PHT109	Print I	3
PSY102	Human and Work Relations -OR-	3
PSY111	Introduction to Psychology -OR-	3
SOC110	Introduction to Sociology	3

[View Course Descriptions](#)

Total Credits 18

Semester 2

COM781	Written Communication in the Workplace -OR-	3
ENG105	Composition I	3
PHT110	Camera II	3
PHT111	Print II	3
PHT132	Photo Design II	3
PHT202	Basic Portraiture	3
PHT204	Basic Commercial Photography	3

[View Course Descriptions](#)

Total Credits 18

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Semester 3

PHT216	Commercial Image Editing	3
PHT227	Intermediate Commercial	3
PHT248	Commercial Business	3
SPC101	Fundamentals of Oral Communication	3
	<u>Commercial Photography Emphasis Elective</u>	3

[View Course Descriptions](#)**Total Credits 15****Semester 4**

PHT218	Advanced Commercial Image Editing	3
PHT247	Commercial Production and Portfolio	3
	<u>Commercial Photography Emphasis Elective</u>	3
	<u>Commercial Photography Emphasis Elective</u>	3

[View Course Descriptions](#)**Total Credits 12****Commercial Photography Emphasis Electives**

BUS102	Introduction to Business	3
MGT110	Small Business Management	3
MKT110	Principles of Marketing	3
MKT140	Principles of Selling	3
NET109	A+ Certification Prep	4
PHT208	Basic Photojournalism	3
PHT210	Visual Communication	3
PHT215	Portrait Image Editing	3
PHT217	Advanced Portrait Image Editing	3
PHT220	Intermediate Portraiture	3
PHT229	Intermediate Photojournalism	3
PHT235	Techniques for Studio Promotion	3
PHT237	History of Photography	2
PHT240	Portrait Production and Portfolio	3
PHT241	Portrait Business	3
PHT242	Audio Visual Presentations	3
PHT244	Wedding Photography	4
PHT251	Fine Art Photography	3
PHT252	Film and Print Scanning	3
PHT253	Art Direction	3

[View Course Descriptions](#)**Math Electives**

MAT110	Math for Liberal Arts	3
MAT122	College Algebra	5
MAT128	Precalculus	4
MAT134	Trigonometry and Analytic Geometry	3
MAT156	Statistics	3
MAT210	Calculus I	4
MAT216	Calculus II	4

[View Course Descriptions](#)



Professional Photography – Digital Courses

Award: Associate of Applied Arts (AAA)

Program Start: Fall only

The **Digital program** requires a mix of general education and hands-on courses. The following list of courses is from the current catalog year, organized in the suggested sequence of study for a full-time student, and is subject to change.

If you are a current student your program requirements may be different than those listed for the current catalog year. [View your Program Evaluation](#) to see your specific program requirements and to search and register for classes.

Program Options

[Portrait](#)

[Commercial](#)

[Digital](#)

Semester 1

MAT772	Applied Math -OR-	3
	Math Elective	3
PHT102	Photo Design I	3
PHT106	Introduction to Image Editing	3
PHT108	Camera I	3
PHT109	Print I	3
PSY102	Human and Work Relations -OR-	3
PSY111	Introduction to Psychology -OR-	3
SOC110	Introduction to Sociology	3

[View Course Descriptions](#)

Total Credits 18

Semester 2

COM781	Written Communication in the Workplace -OR-	3
ENG105	Composition I	3
PHT110	Camera II	3
PHT111	Print II	3
PHT132	Photo Design II	3
PHT202	Basic Portraiture	3
PHT204	Basic Commercial Photography	3

[View Course Descriptions](#)

Total Credits 18

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Semester 3

PHT215	Portrait Image Editing	3
PHT216	Commercial Image Editing	3
SPC101	Fundamentals of Oral Communication	3
	<u>Digital Emphasis Elective</u>	3
	<u>Digital Emphasis Elective</u>	3
	<u>Digital Emphasis Elective</u>	3

[View Course Descriptions](#)**Total Credits 18****Semester 4**

PHT217	Advanced Portrait Image Editing	3
PHT218	Advanced Commercial Image Editing	3
PHT241	Portrait Business	3
PHT248	Commercial Business	3
PHT253	Art Direction -OR-	3
BUS102	Introduction to Business -OR-	3
MGT110	Small Business Management -OR-	3
MKT110	Principles of Marketing -OR-	3
MKT140	Principles of Selling -OR-	3
NET109	A+ Certification Prep	4

[View Course Descriptions](#)**Total Credits 15****Digital Emphasis Electives**

BUS102	Introduction to Business	3
MGT110	Small Business Management	3
MKT110	Principles of Marketing	3
MKT140	Principles of Selling	3
NET109	A+ Certification Prep	4
PHT208	Basic Photojournalism	3
PHT210	Visual Communication	3
PHT217	Advanced Portrait Image Editing	3
PHT218	Advanced Commercial Image Editing	3
PHT220	Intermediate Portraiture	3
PHT227	Intermediate Commercial	3
PHT229	Intermediate Photojournalism	3
PHT235	Techniques for Studio Promotion	3
PHT237	History of Photography	2
PHT240	Portrait Production and Portfolio	3
PHT241	Portrait Business	3

PHT242	Audio Visual Presentations	3
PHT244	Wedding Photography	4
PHT247	Commercial Production and Portfolio	3
PHT248	Commercial Business	3
PHT251	Fine Art Photography	3
PHT252	Film and Print Scanning	3
PHT253	Art Direction	3

[View Course Descriptions](#)

Math Electives

MAT110	Math for Liberal Arts	3
MAT122	College Algebra	5
MAT128	Precalculus	4
MAT134	Trigonometry and Analytic Geometry	3
MAT156	Statistics	3
MAT210	Calculus I	4
MAT216	Calculus II	4

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Accounting

The Accounting program provides students with a systematic approach to preparing, analyzing, and tracking financial information through the accounts and records of a business. Students gain hands-on experience in Microsoft Excel, Word, Access, Peachtree Accounting, and Quickbooks Pro.

Certification

Graduates may take the national standardized accounting exam to qualify to receive their Licensed Public Accountant (LPA) certification.

Transfer Information

Students completing the Accounting program may transfer to Wartburg College, Upper Iowa University, or Mount Mercy University to complete a bachelor's degree in accounting. For more information, contact a program advisor.

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Accounting Careers

The Accounting program offers a variety of employment opportunities. Our graduates find employment in public, private, or governmental accounting or related occupations such as office management and positions with financial institutions. They attain positions working with financial statement preparation, payroll, income taxes, budgeting and cost accounting. The Accounting Technician option provides students with a fundamental knowledge of accounting procedures for entry-level positions in bookkeeping. Graduates of the program find employment in specialized areas of accounting such as receivables, payables, billing, inventories and payroll.

Placement

Starting Wages: \$22,000 – \$32,000 per year*

*Source: Iowa Workforce Development

Employers

Advanced Systems, Inc	Waterloo, IA
Gray Transportation	Waterloo, IA
Harrison Truck Centers	Waterloo, IA
Hellman Associates, Inc.	Waterloo, IA
Isle of Capri	Waterloo, IA
Paul R. Nielsen Co. PC	Cedar Falls, IA
RSM McGladrey	Waterloo, IA
The Principal Financial Group	Waterloo, IA

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Accounting Admission Requirements

1. Be a high school graduate or equivalent.
[High School Diploma Verification Process.](#)
2. [Apply at Hawkeye.](#)
3. Meet basic skill competencies in reading, writing, and math.

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Accepted Assessments

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- COMPASS
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- SAT
- ACCUPLACER (effective Spring 2014)

Previous College Experience

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Accounting Courses

Award: Associate of Applied Science (AAS)

Program Start: Fall, Spring, Summer

Enrollment Status: Full-time or part-time

The **AAS degree program** requires a mix of general education and hands-on courses. The following list of courses is from the current catalog year, organized in the suggested sequence of study for a full-time student, and is subject to change.

Part-time students, visit with a program advisor for a modified sequence of study.

If you are a current student your program requirements may be different than those listed for the current catalog year. [View your Program Evaluation](#) to see your specific program requirements and to search and register for classes.

Semester 1

ACC115	Introduction to Accounting -OR-	4
ACC131	Principles of Accounting I	4
ADM131	Office Calculators	1
BCA134	Word Processing	3
COM781	Written Communication in the Workplace -OR-	3
ENG105	Composition I	3
MAT772	Applied Math -OR-	3
	<u>Math Elective</u>	3
PSY102	Human and Work Relations -OR-	3
PSY111	Introduction to Psychology -OR-	3
SOC110	Introduction to Sociology	3

[View Course Descriptions](#)

Total Credits 17

Semester 2

ACC116	Introduction to Accounting II -OR-	4
ACC132	Principles of Accounting II	4
ACC265	Income Tax Accounting	4
ACC311	Computer Accounting	3
ACC801	Payroll Accounting	1
ACC803	Accounting Simulations	1
BCA205	Database/Spreadsheets	3

[View Course Descriptions](#)

Total Credits 16

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Semester 3

ACC222	Cost Accounting	4
ACC231	Intermediate Accounting I	4
BUS102	Introduction to Business -OR-	3
BUS180	Business Ethics -OR-	3
BUS183	Business Law	3
ECN120	Principles of Macroeconomics -OR-	3
ECN110	Introduction to Economics	3
SPC101	Fundamentals of Oral Communication	3

[View Course Descriptions](#)**Total Credits 17****Semester 4**

ACC190	Financial Analysis	2
ACC232	Intermediate Accounting II	4
ACC250	Review for the LPA Exam	3
ACC360	Accounting Spreadsheets	2
ADM222	Career Capstone	3

[View Course Descriptions](#)**Total Credits 14****Math Electives**

MAT110	Math for Liberal Arts	3
MAT122	College Algebra	5
MAT128	Precalculus	4
MAT134	Trigonometry and Analytic Geometry	3
MAT156	Statistics	3
MAT210	Calculus I	4
MAT216	Calculus II	4
MAT219	Calculus III	4

[View Course Descriptions](#)[College Catalog | Next Page >](#)

Accounting Technician Diploma Courses

Award: Diploma

Program Start: Fall, Spring, Summer

Enrollment Status: [Full-time or part-time](#)

The **Accounting Technician - Diploma program** requires a mix of general education and hands-on courses. The following list of courses is from the current catalog year, organized in the suggested sequence of study for a full-time student, and is subject to change.

Part-time students, visit with a program advisor for a modified sequence of study.

If you are a current student your program requirements may be different than those listed for the current catalog year. [View your Program Evaluation](#) to see your specific program requirements and to search and register for classes.

Semester 1		
ACC115	Introduction to Accounting -OR-	4
ACC131	Principles of Accounting I	4
ADM131	Office Calculators	1
BCA134	Word Processing	3
COM781	Written Communication in the Workplace -OR-	3
ENG105	Composition I	3
MAT772	Applied Math -OR-	3
	Math Elective	3
PSY102	Human and Work Relations -OR-	3
PSY111	Introduction to Psychology -OR-	3
SOC110	Introduction to Sociology	3
View Course Descriptions		Total Credits 17

Semester 2		
ACC116	Introduction to Accounting II -OR-	4
ACC132	Principles of Accounting II	4
ACC265	Income Tax Accounting	4
ACC311	Computer Accounting	3
ACC801	Payroll Accounting	1
ACC803	Accounting Simulations	1
BCA205	Database/Spreadsheets	3
View Course Descriptions		Total Credits 16

Program Options

[AAS degree](#)

[Accounting Technician -
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Math Electives

MAT110	Math for Liberal Arts	3
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Executive Assistant

The Executive Assistant program provides students with the knowledge and skills of an executive assistant. Responsibilities include coordinating, expediting, and facilitating functions of the office.

Students gain on-the-job training at local businesses and organizations ensuring students possess the skills necessary to successfully obtain a job as an executive assistant.

Legal Office Assistant is an Associate of Applied Science option of the Executive Assistant program.

Transfer Information

Office technology programs offer flexibility. Many courses are also required in other business programs, allowing a student to double major or transfer into a different program. For more information, contact a program advisor.

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Executive Assistant Careers

Graduates are prepared for employment in various organizations such as legal offices, brokerage firms, insurance companies, and banking institutions.

Placement

Starting Wages: \$30,000 - \$42,000 per year*

Iowa Workforce Development forecasts more than 440 job openings each year for Office Managers and Administrative workers through 2020.

*Source: Iowa Workforce Development

Employers

CUNA Mutual	Waverly, IA
Kirkwood Community College	Cedar Rapids, IA
Veridian Credit Union	Waterloo, IA
Waterloo - Cedar Falls Courier	Waterloo, IA
Waterloo Credit Bureau	Waterloo, IA

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Executive Assistant Admission Requirements

1. Be a high school graduate or equivalent.
[High School Diploma Verification Process.](#)

2. [Apply at Hawkeye.](#)

3. Meet basic skill competencies in reading, writing, and math.

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Executive Assistant Courses

Award: Associate of Applied Science (AAS)

Program Start: Fall, Spring, Summer

Enrollment Status: Full-time or part-time

The **AAS degree program** requires a mix of general education and hands-on courses. The following list of courses is from the current catalog year, organized in the suggested sequence of study for a full-time student, and is subject to change.

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If you are a current student your program requirements may be different than those listed for the current catalog year. [View your Program Evaluation](#) to see your specific program requirements and to search and register for classes.

Program Options

[AAS degree](#)

[Administrative Assistant - Diploma](#)

[Office Assistant - Certificate](#)

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Semester 1

ADM105	Introduction to Keyboarding	1
ADM159	Proofreading and Editing	3
BCA134	Word Processing	3
BUS102	Introduction to Business	3
MAT772	Applied Math -OR-	3
	<u>Math Elective</u>	3
PSY102	Human and Work Relations -OR-	3
PSY111	Introduction to Psychology -OR-	3
SOC110	Introduction to Sociology	3

[View Course Descriptions](#)

Total Credits 16

Semester 2

ACC115	Introduction to Accounting -OR-	4
ACC131	Principles of Accounting I	4
ADM108	Keyboarding Skill Development	1
ADM148	Transcription	2
BCA205	Database/Spreadsheets	3
ENG105	Composition I	3
SPC101	Fundamentals of Oral Communication	3

[View Course Descriptions](#)

Total Credits 16

Semester 3

ACC311	Computer Accounting -OR-	3
ECN110	Introduction to Economics -OR-	3
ECN120	Principles of Macroeconomics	3
ACC801	Payroll Accounting	1
ADM162	Office Procedures	3
BCA132	Electronic Communications	3
BCA213	Intermediate Computer Business Applications	3
BUS180	Business Ethics	3

[View Course Descriptions](#)**Total Credits 16****Semester 4**

ADM131	Office Calculators	1
ADM180	Administrative Management	3
ADM203	Legal Office Concepts and Procedures -OR-	3
ADM208	Legal Terminology -OR-	3
ADM200	Legal Document Processing	3
ADM222	Career Capstone	3
BUS183	Business Law	3
BUS903	Business Field Experience	3

[View Course Descriptions](#)**Total Credits 16****Math Electives**

MAT110	Math for Liberal Arts	3
MAT122	College Algebra	5
MAT128	Precalculus	4
MAT134	Trigonometry and Analytic Geometry	3
MAT156	Statistics	3
MAT210	Calculus I	4
MAT216	Calculus II	4
MAT219	Calculus III	4

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Administrative Assistant Diploma Courses

Award: Diploma

Program Start: Fall, Spring, Summer

Enrollment Status: Full-time or part-time

The **Administrative Assistant - Diploma** program requires a mix of general education and hands-on courses. The following list of courses is from the current catalog year, organized in the suggested sequence of study for a full-time student, and is subject to change.

Part-time students, visit with a program advisor for a modified sequence of study.

If you are a current student your program requirements may be different than those listed for the current catalog year. View your Program Evaluation to see your specific program requirements and to search and register for classes.

Program Options

AAS degree

Administrative Assistant - Diploma

Office Assistant - Certificate

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Semester 1

ADM105	Introduction to Keyboarding	1
ADM131	Office Calculators	1
ADM159	Proofreading and Editing	3
BCA134	Word Processing	3
BCA205	Database/Spreadsheets	3
MAT772	Applied Math -OR-	3
	<u>Math Elective</u>	3
PSY102	Human and Work Relations -OR-	3
PSY111	Introduction to Psychology -OR-	3
SOC110	Introduction to Sociology	3

[View Course Descriptions](#)

Total Credits 17

Semester 2

ACC115	Introduction to Accounting -OR-	4
ACC131	Principles of Accounting I	4
ADM108	Keyboarding Skill Development	1
ADM162	Office Procedures	3
ADM180	Administrative Management	3
ADM222	Career Capstone	3
BCA132	Electronic Communications -OR-	3
BCA213	Intermediate Computer Business Applications	3

[View Course Descriptions](#)

Total Credits 17

Semester 3

ADM148	Transcription	2
BUS903	Business Field Experience	3
ENG105	Composition I -OR-	3
SPC101	Fundamentals of Oral Communication	3

[View Course Descriptions](#)**Total Credits 8****Math Electives**

MAT110	Math for Liberal Arts	3
MAT122	College Algebra	5
MAT128	Precalculus	4
MAT134	Trigonometry and Analytic Geometry	3
MAT156	Statistics	3
MAT210	Calculus I	4
MAT216	Calculus II	4
MAT219	Calculus III	4

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Office Assistant Certificate Courses

Award: Certificate

Program Start: Fall, Spring, Summer

Enrollment Status: Full-time or part-time

The following list of courses is from the current catalog year, organized in the suggested sequence of study for a full-time student, and is subject to change.

Part-time students, visit with a program advisor for a modified sequence of study.

If you are a current student your program requirements may be different than those listed for the current catalog year. [View your Program Evaluation](#) to see your specific program requirements and to search and register for classes.

Semester 1		
ADM105	Introduction to Keyboarding	1
ADM131	Office Calculators	1
ADM159	Proofreading and Editing	3
BCA134	Word Processing	3
MAT772	Applied Math -OR-	3
	<u>Math Elective</u>	3
PSY102	Human and Work Relations -OR-	3
PSY111	Introduction to Psychology -OR-	3
SOC110	Introduction to Sociology	3
<u>View Course Descriptions</u>		Total Credits 14

Semester 2		
ACC111	Introduction to Accounting -OR-	3
ACC115	Introduction to Accounting -OR-	4
ACC131	Principles of Accounting I	4
ADM162	Office Procedures	3
BCA132	Electronic Communications	3
BCA205	Database/Spreadsheets	3
ENG105	Composition I -OR-	3
SPC101	Fundamentals of Oral Communication	3
<u>View Course Descriptions</u>		Total Credits 15

Program Options

[AAS degree](#)

[Administrative Assistant - Diploma](#)

[Office Assistant - Certificate](#)

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Math Electives

MAT110	Math for Liberal Arts	3
MAT122	College Algebra	5
MAT128	Precalculus	4
MAT134	Trigonometry and Analytic Geometry	3
MAT156	Statistics	3
MAT210	Calculus I	4
MAT216	Calculus II	4
MAT219	Calculus III	4

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Golf Course and Country Club Management

The Golf Course and Country Club Management program provides students with the knowledge and skills to enter into careers in the golf course and country club industry as course managers, club managers, assistant course managers, and assistant club managers at public and private golf courses and country clubs. Students will learn inside operations including event planning, personnel and staffing, finance and budgeting, marketing, hospitality management, and food and bar operations. They will also learn outside operations including turfgrass, grounds maintenance, pest management, and equipment operation and repair.

Experience and Training

The Golf Course and Country Club Management program provides four-week and 12-week Golf Course Internships. These internships allow students to gain real-work experience on-site at golf courses and country clubs. This ensures students develop the skills they need to succeed on the job.

Transfer Information

Many state and private colleges and universities accept up to 65 credits. For more information, contact a program advisor.

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Golf Course and Country Club Management Careers

Graduates may find employment in public and private golf courses and country clubs working as:

- assistant superintendents
- superintendents
- assistant managers
- managers
- event planners

They may also find jobs as golf industry representatives.

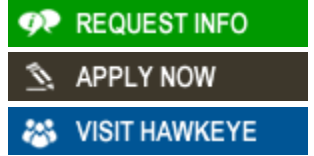
Starting Wages: \$25,000 - \$38,000 per year*

*Source: Golf Course and Country Club Management Advisory Committee Members

Potential Employers

This program's advisory committee members and other golf course and country clubs may hire graduates.

Ballard Golf and County Club	Huxley, IA
Beaver Hills Country Club	Cedar Falls, IA
Cedar Falls Parks and Recreation	Cedar Falls, IA
La Porte City Golf Club	La Porte City, IA
River Bend Golf Course	Story City, IA
Waterloo Leisure Services	Waterloo, IA
Waverly Golf Course	Waverly, IA



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Golf Course and Country Club Management Admission Requirements

1. Be a high school graduate or equivalent.
[High School Diploma Verification Process.](#)
2. [Apply at Hawkeye.](#)
3. Meet basic skill competencies in reading, writing, and math.

Basic skill competencies assessment provides information about your academic skills in reading, writing, and math. This information will be used to determine your acceptance, course selection, and registration.

For general admission to Hawkeye Community College, students must provide assessment scores in reading, math, and writing.

College success courses may be required if your assessment score indicates additional help is needed.

For course placement recommendations, based on your assessment score, review the [Assessment Scores and Course Equivalences.](#)

Accepted Assessments

- ACT
- COMPASS
- ASSET
- SAT
- ACCUPLACER (effective Spring 2014)

Previous College Experience

Assessment may be waived based on previous college course work in reading, math, and writing. Send your official college transcripts to the Admissions office for evaluation.

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Golf Course and Country Club Management Courses

Award: Associate of Applied Science (AAS)

Program Start: Fall, Spring, Summer

Enrollment Status: Full-time or part-time

The **Golf Course and Country Club Management program** requires a mix of general education and hands-on courses. The following list of courses is from the current catalog year, organized in the suggested sequence of study for a full-time student, and is subject to change.

Part-time students, visit with a program advisor for a modified sequence of study.

If you are a current student your program requirements may be different than those listed for the current catalog year. [View your Program Evaluation](#) to see your specific program requirements and to search and register for classes.

Semester 1		
AGH112	Introduction to Turfgrass Management	3
ENG105	Composition I -OR-	3
COM781	Written Communication in the Workplace	3
HCM608	Introduction to Hospitality	3
MGT101	Principles of Management	3
MGT222	Golf Club Operations	3
<u>View Course Descriptions</u>		Total Credits 15

Semester 2		
AGH425	Grounds Maintenance	3
BUS905	Golf Course Internship	1
HCM100	Sanitation and Safety	2
HCM242	Event Planning and Customer Service	2
HCM602	Introduction to Food and Bar Operations	3
SPC101	Fundamentals of Oral Communication	3
<u>View Course Descriptions</u>		Total Credits 14

Courses will meet for the first 12 weeks and the Golf Course Internship will meet for the last 4 weeks of the semester.

Semester 3 – Summer		
BUS905	Golf Course Internship	3
<u>View Course Descriptions</u>		Total Credits 3

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The Golf Course Internship will meet for 12 weeks.

Semester 4

AGH161	Irrigation Systems	3
MAT156	Statistics -OR-	3
MAT110	Math for Liberal Arts	3
MKT110	Principles of Marketing -OR-	3
MKT198	Sports Marketing	3
	<u>Electives – List 1</u>	6

[View Course Descriptions](#)

Total Credits 15

Semester 5

ACC131	Principles of Accounting I -OR-	4
ACC115	Introduction to Accounting	4
MGT170	Human Resource Management	3
PSY111	Introduction to Psychology -OR-	3
SOC110	Introduction to Sociology -OR-	3
PSY102	Human and Work Relations	3
	<u>Electives – List 2</u>	6

[View Course Descriptions](#)

Total Credits 16

Electives – List 1

AGH140	Equipment Operations -AND-	2
AGH143	Equipment Repair	3
BUS183	Business Law	3
MKT142	Consumer Behavior	3
MMS117	Social Media for Business	3

[View Course Descriptions](#)

Electives – List 2

AGH211	Advanced Turfgrass Management -AND-	3
AGA376	Integrated Pest Management	3
MGT110	Small Business Management	3
MKT140	Principles of Selling	3
MKT152	Advertising and Visual Merchandising	3

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Human Resource Management

The Human Resource Management program prepares graduates to start in entry-level positions in the growing field of human resource management to meet the demands of business and service organizations. Students learn the essentials of human resources by studying management, interviewing, job placement, business and labor laws, needs assessment, strategic planning, compensation and benefits, and training techniques.

Transfer Information

Transfer among Human Resource Management and the [Business Administration](#) transfer program is common. Graduates may transfer with junior status to Wartburg College, Mount Mercy University, and Upper Iowa University. For more information, contact a program advisor.

[College Catalog](#) | [Next Page >](#)

Human Resource Management Careers

Graduates of the Human Resource Management program work as:

- assistants
- generalists
- benefit coordinators
- recruiters
- job analysts
- training and development specialists
- compensation and benefits administrators
- employment welfare coordinators
- managers
- assistant managers
- supervisors

Placement

Starting Wages - \$28,000 - \$37,000 per year*

The demand for trained individuals in human resources will increase as employment, compensation, and benefit laws continue to change and become increasingly more complex.

*Source: Iowa Workforce Development

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Human Resource Management Admission Requirements

1. Be a high school graduate or equivalent.
[High School Diploma Verification Process.](#)

2. [Apply at Hawkeye.](#)

3. Meet basic skill competencies in reading, writing, and math.

Basic skill competencies assessment provides information about your academic skills in reading, writing, and math. This information will be used to determine your acceptance, course selection, and registration.

For general admission to Hawkeye Community College, students must provide assessment scores in reading, math, and writing.

College success courses may be required if your assessment score indicates additional help is needed.

For course placement recommendations, based on your assessment score, review the [Assessment Scores and Course Equivalences.](#)

Accepted Assessments

- ACT
- COMPASS
- ASSET
- SAT
- ACCUPLACER (effective Spring 2014)

Previous College Experience

Assessment may be waived based on previous college course work in reading, math, and writing. Send your official college transcripts to the Admissions office for evaluation.

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Human Resource Management Courses

Award: Associate of Applied Science (AAS)

Program Start: Fall, Spring, Summer

The **Human Resource Management program** requires a mix of general education and hands-on courses. The following list of courses is from the current catalog year, organized in the suggested sequence of study for a full-time student, and is subject to change.

If you are a current student your program requirements may be different than those listed for the current catalog year. [View your Program Evaluation](#) to see your specific program requirements and to search and register for classes.

Semester 1

BUS102	Introduction to Business	3
ENG105	Composition I	3
MAT110	Math for Liberal Arts -OR- <u>Math Elective</u>	3 3
MGT101	Principles of Management	3
PSY111	Introduction to Psychology	3

[View Course Descriptions](#)

Total Credits 15

Semester 2

BUS180	Business Ethics	3
CSC110	Introduction to Computers	3
ECN120	Principles of Macroeconomics -OR-	3
ECN130	Principles of Microeconomics	3
FIN121	Personal Finance	3
MGT170	Human Resource Management	3
SPC101	Fundamentals of Oral Communication	3

[View Course Descriptions](#)

Total Credits 18

Semester 3

ACC131	Principles of Accounting I	4
BUS183	Business Law	3
MGT174	Training and Employee Development	3
MGT177	Staffing	3
MGT180	Management and Labor Relations	3

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Total Credits 16

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Semester 4

BUS220	Introduction to International Business	3
BUS903	Business Field Experience	3
MGT142	Problems and Issues in Supervision and Management	3
MGT178	Employment Law	3
MGT190	Employee Compensation and Benefits Management	3

[View Course Descriptions](#)**Total Credits 15****Math Electives**

MAT122	College Algebra	5
MAT128	Precalculus	4
MAT134	Trigonometry and Analytic Geometry	3
MAT156	Statistics	3
MAT210	Calculus I	4
MAT216	Calculus II	4
MAT219	Calculus III	4

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Legal Office Assistant

The Legal Office Assistant program is designed to prepare students to be able to support the legal divisions of businesses and law firms. Students learn most of the skills and knowledge required of the Executive Assistant program, as well as preparing correspondence and legal papers under the supervision of an attorney or paralegal.

Students learn legal assistant skills, legal office procedures, legal transcription, legal terminology, and legal document production.

Legal Office Assistant is an Associate of Applied Science option of the [Executive Assistant program](#).

Experience and Training

Students gain on-the-job experience at local businesses and organizations ensuring students possess the skills necessary to successfully obtain a job as a legal office assistant.

Transfer Information

Many of the business courses are designed to allow students easy transfer from one business program to another. For more information, visit with a program advisor.

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Legal Office Assistant Careers

Graduates find employment in law firms, legal divisions of large businesses, and federal and state government offices.

Placement

Starting Wages: \$26,000- \$36,500 per year

*Source: Iowa Workforce Development

Employers

Beecher Law Firm	Waterloo, IA
Iowa Workforce Development Center	Waterloo, IA
Redfern, Mason, Dieter, Larsen and Moore	Cedar Falls, IA
Swisher and Cohrt	Waterloo, IA

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Legal Office Assistant Admission Requirements

1. Be a high school graduate or equivalent.
[High School Diploma Verification Process.](#)

2. [Apply at Hawkeye.](#)

3. Meet basic skill competencies in reading, writing, and math.

Basic skill competencies assessment provides information about your academic skills in reading, writing, and math. This information will be used to determine your acceptance, course selection, and registration.

For general admission to Hawkeye Community College, students must provide assessment scores in reading, math, and writing.

College success courses may be required if your assessment score indicates additional help is needed.

For course placement recommendations, based on your assessment score, review the [Assessment Scores and Course Equivalences.](#)

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- ACCUPLACER (effective Spring 2014)

Previous College Experience

Assessment may be waived based on previous college course work in reading, math, and writing. Send your official college transcripts to the Admissions office for evaluation.

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Legal Office Assistant Courses

Award: Associate of Applied Science (AAS)

Program Start: Fall, Spring, Summer

Enrollment Status: Full-time or part-time

The **Legal Office Assistant program** requires a mix of general education and hands-on courses. The following list of courses is from the current catalog year, organized in the suggested sequence of study for a full-time student, and is subject to change.

Part-time students, visit with a program advisor for a modified sequence of study.

If you are a current student your program requirements may be different than those listed for the current catalog year. [View your Program Evaluation](#) to see your specific program requirements and to search and register for classes.

Semester 1		
ADM105	Introduction to Keyboarding	1
ADM159	Proofreading and Editing	3
BCA134	Word Processing	3
CRJ100	Introduction to Criminal Justice	3
MAT772	Applied Math -OR-	3
	<u>Math Elective</u>	3
PSY102	Human and Work Relations -OR-	3
PSY111	Introduction to Psychology -OR-	3
SOC110	Introduction to Sociology	3
<u>View Course Descriptions</u>		Total Credits 16

Semester 2		
ACC115	Introduction to Accounting -OR-	4
ACC131	Principles of Accounting I	4
ADM108	Keyboarding Skill Development	1
ADM148	Transcription	2
ADM208	Legal Terminology	3
BCA205	Database/Spreadsheets	3
ENG105	Composition I	3
<u>View Course Descriptions</u>		Total Credits 16

Semester 3		
ADM131	Office Calculators	1

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ADM200	Legal Document Processing	3
BCA132	Electronic Communications	3
BCA213	Intermediate Computer Business Applications	3
BUS180	Business Ethics	3
SPC101	Fundamentals of Oral Communication	3
View Course Descriptions		Total Credits 16

Semester 4

ADM180	Administrative Management	3
ADM203	Legal Office Concepts and Procedures	3
ADM222	Career Capstone	3
BUS183	Business Law	3
BUS903	Business Field Experience	3
View Course Descriptions		Total Credits 15

Math Electives

MAT110	Math for Liberal Arts	3
MAT122	College Algebra	5
MAT128	Precalculus	4
MAT134	Trigonometry and Analytic Geometry	3
MAT156	Statistics	3
MAT210	Calculus I	4
MAT216	Calculus II	4
MAT219	Calculus III	4
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Marketing Management

The Marketing Management program prepares students with the competencies to enter mid-management marketing. Students learn the essential skills for beginning a successful career in today's fast paced business environment and study marketing activities, management functions, decision-making skills, sales, merchandising, human resources, and promotions management. Courses feature an emphasis on the application of computer technology and communication.

Transfer Information

Transfer among Marketing Management and the [Business Administration](#) transfer program is common. Graduates may transfer with junior status to Wartburg College, Upper Iowa University, or Mount Mercy University. For more information, visit with a program advisor.

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Marketing Management Careers

Graduates work as assistant managers or managers in marketing, sales, promotion, distribution services, and procurement positions in wholesale, manufacturing, retail, service, and financial businesses.

Graduates may work in small companies utilizing a broad range of skills doing a wide variety of tasks and in large companies specialized in more specific positions.

Placement

Starting Wages: \$24,000- \$38,000 per year*

Iowa Workforce Development forecasts more than 755 job openings each year for entry-level managers through 2020.

Graduates may earn a salary, be commissioned-based, or be a combination of salary and commission.

*Source: Iowa Workforce Development

Employers

American National	Waterloo, IA
CBE Group	Waterloo, IA
GEICO	Coralville, IA
Hy-Vee Food Stores	West Des Moines, IA
Norwest Card Services	Des Moines, IA
Parts Company of America	Waterloo, IA
VGM Group	Waterloo, IA

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Marketing Management Admission Requirements

1. Be a high school graduate or equivalent.
[High School Diploma Verification Process.](#)

2. [Apply at Hawkeye.](#)

3. Meet basic skill competencies in reading, writing, and math.

Basic skill competencies assessment provides information about your academic skills in reading, writing, and math. This information will be used to determine your acceptance, course selection, and registration.

For general admission to Hawkeye Community College, students must provide assessment scores in reading, math, and writing.

College success courses may be required if your assessment score indicates additional help is needed.

For course placement recommendations, based on your assessment score, review the [Assessment Scores and Course Equivalences.](#)

Accepted Assessments

- ACT
- COMPASS
- ASSET
- SAT
- ACCUPLACER (effective Spring 2014)

Previous College Experience

Assessment may be waived based on previous college course work in reading, math, and writing. Send your official college transcripts to the Admissions office for evaluation.

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Marketing Management Courses

Award: Associate of Applied Science (AAS)

Program Start: Fall, Spring, Summer

Enrollment Status: Full-time or part-time

The **Marketing Management program** requires a mix of general education and hands-on courses. The following list of courses is from the current catalog year, organized in the suggested sequence of study for a full-time student, and is subject to change.


Part-time students, visit with a program advisor for a modified sequence of study.


If you are a current student your program requirements may be different than those listed for the current catalog year. [View your Program Evaluation](#) to see your specific program requirements and to search and register for classes.


Semester 1		
BUS102	Introduction to Business	3
ENG105	Composition I -OR-	3
COM781	Written Communication in the Workplace	3
MAT772	Applied Math -OR-	3
	<u>Math Elective</u>	3
MKT110	Principles of Marketing	3
PSY102	Human and Work Relations -OR-	3
PSY111	Introduction to Psychology -OR-	3
SOC110	Introduction to Sociology	3
<u>View Course Descriptions</u>		Total Credits 15

Semester 2		
CSC110	Introduction to Computers	3
MKT140	Principles of Selling	3
MKT160	Principles of Retailing	3
SPC101	Fundamentals of Oral Communication	3
	<u>Business Elective</u>	3
	<u>Economics Elective</u>	3
<u>View Course Descriptions</u>		Total Credits 18

Semester 3		
ACC115	Introduction to Accounting -OR-	4
ACC131	Principles of Accounting I	4

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BUS183	Business Law	3
MGT101	Principles of Management	3
	<u>Economics Elective</u>	3
	<u>Business Elective</u>	3
<u>View Course Descriptions</u>		Total Credits 16

Semester 4

ADM222	Career Capstone	3
MGT170	Human Resource Management	3
MKT152	Advertising and Visual Merchandising	3
	<u>Business Elective</u> OR	3
	<u>Marketing Management Elective</u>	3
	<u>Business Elective -OR-</u>	3
	<u>Marketing Management Elective</u>	3
<u>View Course Descriptions</u>		Total Credits 15

Economics Electives

ECN110	Introduction to Economics	3
ECN120	Principles of Macroeconomics	3
ECN130	Principles of Microeconomics	3
<u>View Course Descriptions</u>		

Business Electives

ACC116	Introduction to Accounting II	4
ACC132	Principles of Accounting II	4
ADM105	Introduction to Keyboarding	1
BCA132	Electronic Communications	3
BCA134	Word Processing	3
BUS180	Business Ethics	3
BUS903	Business Field Experience	3
ENG106	Composition II	3
MGT110	Small Business Management	3
MGT210	Management Decision Making	3
MKT142	Consumer Behavior	3
<u>View Course Descriptions</u>		

Marketing Management Electives

ADM131	Office Calculators	1
BUS220	Introduction to International Business	3
FIN121	Personal Finance	3
<u>View Course Descriptions</u>		

Math Electives

MAT110	Math for Liberal Arts	3
MAT122	College Algebra	5
MAT128	Precalculus	4
MAT134	Trigonometry and Analytic Geometry	3
MAT156	Statistics	3
MAT210	Calculus I	4
MAT216	Calculus II	4
MAT219	Calculus III	4

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Medical Administrative Assistant

The Medical Administrative Assistant program is designed to prepare students with entry-level competencies to begin a career in the medical administrative field. Students gain the skills and knowledge in secretarial functions of coordinating, expediting, and facilitating the daily operations of a medical office.

Experience and Training

Students gain on-the-job training at local businesses and organizations through Business Field Experience, ensuring students possess the skills necessary to successfully obtain a job as a Medical Administrative Assistant.

Medical Secretary

The Medical Secretary program prepares students with the knowledge and skills for entry-level secretarial positions in the medical profession. Students study accounting, patient billing, insurance, coding, and medical transcription.

Transfer Information

Programs in the office technology area are designed to allow students to transfer from one office technology program to another. For more information, contact a program advisor.

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Medical Administrative Assistant Careers

Graduates of this program are prepared for employment in various health-related organizations such as physicians' and dentists' offices, hospitals, insurance companies, and community health facilities. They work as administrative assistants, office managers, medical secretaries, insurance specialists, and clinic administrators.

Placement

Starting Wages: \$23,000 - \$29,000 per year*

*Source: Iowa Workforce Development

Employers

Allen Memorial Hospital	Waterloo, IA
American Home Patient	Waterloo, IA
Cedar Valley Medical Specialists PC	Waterloo, IA
Covenant Clinics	Waterloo, IA
E & C Insurance	Des Moines, IA

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Medical Administrative Assistant Admission Requirements

1. Be a high school graduate or equivalent.
[High School Diploma Verification Process.](#)

2. [Apply at Hawkeye.](#)

3. Meet basic skill competencies in reading, writing, and math.

Basic skill competencies assessment provides information about your academic skills in reading, writing, and math. This information will be used to determine your acceptance, course selection, and registration.

For general admission to Hawkeye Community College, students must provide assessment scores in reading, math, and writing.

College success courses may be required if your assessment score indicates additional help is needed.

For course placement recommendations, based on your assessment score, review the [Assessment Scores and Course Equivalences.](#)

Accepted Assessments

- ACT
- COMPASS
- ASSET
- SAT
- ACCUPLACER (effective Spring 2014)

Previous College Experience

Assessment may be waived based on previous college course work in reading, math, and writing. Send your official college transcripts to the Admissions office for evaluation.

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Medical Administrative Assistant Courses

Award: Associate of Applied Science (AAS)

Program Start: Fall, Spring, Summer

Enrollment Status: Full-time or part-time

The **AAS degree program** requires a mix of general education and hands-on courses. The following list of courses is from the current catalog year, organized in the suggested sequence of study for a full-time student, and is subject to change.

Part-time students, visit with a program advisor for a modified sequence of study.

If you are a current student your program requirements may be different than those listed for the current catalog year. [View your Program Evaluation](#) to see your specific program requirements and to search and register for classes.

Semester 1		
ADM105	Introduction to Keyboarding	1
ADM159	Proofreading and Editing	3
BCA134	Word Processing	3
HSC116	Beginning Medical Terminology	4
MAT772	Applied Math -OR-	3
	<u>Math Elective</u>	3
PSY102	Human and Work Relations -OR-	3
PSY111	Introduction to Psychology -OR-	3
SOC110	Introduction to Sociology	3
<u>View Course Descriptions</u>		Total Credits 17

Semester 2		
ACC115	Introduction to Accounting -OR-	4
ACC131	Principles of Accounting I	4
ADM108	Keyboarding Skill Development	1
ADM148	Transcription	2
BCA205	Database/Spreadsheets -OR-	3
CSC110	Introduction to Computers	3
HIT250	Coding I (ICD)	3
HSC124	Advanced Medical Terminology	4
<u>View Course Descriptions</u>		Total Credits 17

Program Options

[AAS degree](#)

[Medical Secretary - Diploma](#)

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Semester 3

BCA213	Intermediate Computer Business Applications -OR-	3
BCA132	Electronic Communications	3
ENG105	Composition I	3
MAP132	Medical Transcription	2
MAP141	Medical Insurance	3
MAP152	Computer Patient Billing	2
SPC101	Fundamentals of Oral Communication	3

[View Course Descriptions](#)**Total Credits 16****Semester 4**

ADM131	Office Calculators	1
ADM162	Office Procedures	3
ADM180	Administrative Management	3
ADM222	Career Capstone	3
BUS903	Business Field Experience	3
MAP511	Pharmacology for the Medical Secretary	1

[View Course Descriptions](#)**Total Credits 14****Math Electives**

MAT110	Math for Liberal Arts	3
MAT122	College Algebra	5
MAT128	Precalculus	4
MAT134	Trigonometry and Analytic Geometry	3
MAT156	Statistics	3
MAT210	Calculus I	4
MAT216	Calculus II	4
MAT219	Calculus III	4

[View Course Descriptions](#)[College Catalog](#) | [Next Page >](#)

Medical Secretary Diploma Courses

Award: Diploma

Program Start: Fall, Spring, Summer

Enrollment Status: Full-time or part-time

The **Medical Secretary - Diploma program** requires a mix of general education and hands-on courses. The following list of courses is from the current catalog year, organized in the suggested sequence of study for a full-time student, and is subject to change.

Part-time students, visit with a program advisor for a modified sequence of study.

If you are a current student your program requirements may be different than those listed for the current catalog year. [View your Program Evaluation](#) to see your specific program requirements and to search and register for classes.

Semester 1

ADM105	Introduction to Keyboarding	1
BCA134	Word Processing	3
MAT772	Applied Math -OR- <u>Math Elective</u>	3 3

[View Course Descriptions](#)

Total Credits 7

Semester 2

ADM108	Keyboarding Skill Development	1
ADM148	Transcription	2
ADM159	Proofreading and Editing	3
BCA132	Electronic Communications	3
HIT250	Coding I (ICD)	3
HSC116	Beginning Medical Terminology	4

[View Course Descriptions](#)

Total Credits 16

Semester 3

ADM162	Office Procedures	3
ADM222	Career Capstone	3
HSC124	Advanced Medical Terminology	4
MAP132	Medical Transcription	2
MAP141	Medical Insurance	3
MAP152	Computer Patient Billing	2

Program Options

[AAS degree](#)

[Medical Secretary - Diploma](#)

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[View Course Descriptions](#)**Total Credits 18****Math Electives**

MAT110	Math for Liberal Arts	3
MAT122	College Algebra	5
MAT128	Precalculus	4
MAT134	Trigonometry and Analytic Geometry	3
MAT156	Statistics	3
MAT210	Calculus I	4
MAT216	Calculus II	4
MAT219	Calculus III	4

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Medical Billing and Coding Associate

The Medical Billing and Coding Associate program will provide students with the skills needed to enter one of the fastest-growing fields in healthcare. Students will gain hands-on, practical experience with medical insurance claim forms for various types of medical insurance and will work with ICD-10-CM, ICD-10-PCS, CPT-4, and HCPCS coding. They will also learn legal, ethical, regulatory, and HIPAA compliance concepts and requirements.

Medical billing and coding professionals keep and review records, calculate patient charges for services, prepare statements, and submit claims to insurance carriers accurately in an efficient and timely manner.

Certification

Students who successfully complete the program will be eligible to take one of the following national certification exams.

- [Billing and Coding Specialist Certification](#) (CBCS) from the National Healthcareer Association (NHA)
- [Certified Coding Associate](#) (CCA) from the American Health and Information Management Association (AHIMA)
- [Certified Professional Coder](#) (CPC) from the American Academy of Professional Coders (AAPC)

Transfer Information

Programs in the office technology area are designed to allow students to transfer from one office technology program to another. For more information, contact a program advisor.

Medical Billing and Coding Associate Careers

Graduates may find employment in hospitals and physicians' offices working as:

- billing coordinator
- billing specialist
- coding specialist
- collections specialist
- patient account representative
- reimbursement specialist
- revenue analyst

Starting Wages: \$24,500 - \$31,000 per year*

*Source: Iowa Workforce Development

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Medical Billing and Coding Associate Admission Requirements

1. Be a high school graduate or equivalent.
[High School Diploma Verification Process.](#)
2. [Apply at Hawkeye.](#)
3. Meet basic skill competencies in reading, writing, and math.

Basic skill competencies assessment provides information about your academic skills in reading, writing, and math. This information will be used to determine your acceptance, course selection, and registration.

For general admission to Hawkeye Community College, students must provide assessment scores in reading, math, and writing.

College success courses may be required if your assessment score indicates additional help is needed.

For course placement recommendations, based on your assessment score, review the [Assessment Scores and Course Equivalences.](#)

Accepted Assessments

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- ASSET
- SAT
- ACCUPLACER (effective Spring 2014)

Previous College Experience

Assessment may be waived based on previous college course work in reading, math, and writing. Send your official college transcripts to the Admissions office for evaluation.

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Medical Billing and Coding Associate Courses

Award: Associate of Applied Science (AAS)

Program Start: Fall, Spring, Summer

Enrollment Status: Full-time or part-time

The **AAS degree program** requires a mix of general education and hands-on courses. The following list of courses is from the current catalog year, organized in the suggested sequence of study for a full-time student, and is subject to change.

Part-time students, visit with a program advisor for a modified sequence of study.

If you are a current student your program requirements may be different than those listed for the current catalog year. [View your Program Evaluation](#) to see your specific program requirements and to search and register for classes.

Program Options

[AAS degree](#)

[Medical Insurance Coding Specialist - Diploma](#)

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Semester 1

ADM105	Introduction to Keyboarding	1
ADM159	Proofreading and Editing	3
BCA134	Word Processing	3
HIT125	Essentials of Health Records	2
HSC116	Beginning Medical Terminology	4
MAT772	Applied Math -OR-	3
	<u>Math Electives</u>	3

[View Course Descriptions](#)

Total Credits 16

Semester 2

ADM131	Office Calculators	1
BCA205	Database/Spreadsheets -OR-	3
CSC110	Introduction to Computers	3
HIT215	Introduction to CPT	2
HIT250	Coding I (ICD)	3
HSC124	Advanced Medical Terminology	4
HSC217	Introduction to Pathology	3

[View Course Descriptions](#)

Total Credits 16

Semester 3

ACC115	Introduction to Accounting -OR-	4
ACC131	Principles of Accounting I	4

ENG105	Composition I	3
HIT240	Advanced Coding and Classification	3
HIT280	CPT-4 Coding	3
MAP141	Medical Insurance	3
MAP511	Pharmacology for the Medical Secretary	1
View Course Descriptions		Total Credits 17

Semester 4

ADM222	Career Capstone	3
BCA213	Intermediate Computer Business Applications -OR-	3
BCA132	Electronic Communications	3
HIT510	Coding Certification Review	2
MAP152	Computer Patient Billing	2
PSY102	Human and Work Relations -OR-	3
PSY111	Introduction to Psychology -OR-	3
SOC110	Introduction to Sociology	3
SPC101	Fundamentals of Oral Communication	3
View Course Descriptions		Total Credits 16

Math Electives

MAT110	Math for Liberal Arts	3
MAT122	College Algebra	5
MAT128	Precalculus	4
MAT134	Trigonometry and Analytic Geometry	3
MAT156	Statistics	3
MAT210	Calculus I	4
MAT216	Calculus II	4
MAT219	Calculus III	4
View Course Descriptions		

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Medical Insurance Coding Specialist Diploma Courses

Award: Diploma

Program Start: Fall, Spring, Summer

Enrollment Status: Full-time or part-time

The **Medical Insurance Coding Specialist - Diploma program** requires a mix of general education and hands-on courses. The following list of courses is from the current catalog year, organized in the suggested sequence of study for a full-time student, and is subject to change.

Part-time students, visit with a program advisor for a modified sequence of study.

If you are a current student your program requirements may be different than those listed for the current catalog year. View your Program Evaluation to see your specific program requirements and to search and register for classes.

Program Options

AAS degree

Medical Insurance Coding Specialist - Diploma

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Semester 1 – Summer

CSC110	Introduction to Computers	3
MAT772	Applied Math -OR- <u>Math Electives</u>	3
		Total Credits 6

[View Course Descriptions](#)

Semester 2

HIT125	Essentials of Health Records	2
HIT215	Introduction to CPT	2
HIT250	Coding I (ICD)	3
HSC116	Beginning Medical Terminology	4
HSC217	Introduction to Pathology	3
PSY102	Human and Work Relations -OR-	3
PSY111	Introduction to Psychology OR	3
SOC110	Introduction to Sociology	3
		Total Credits 17

[View Course Descriptions](#)

Semester 3

HIT240	Advanced Coding and Classification	3
HIT280	CPT-4 Coding	3
HIT510	Coding Certification Review	2
HSC124	Advanced Medical Terminology	4

MAP141	Medical Insurance	3
MAP152	Computer Patient Billing	2
MAP511	Pharmacology for the Medical Secretary	1

[View Course Descriptions](#)

Total Credits 18

Math Electives

MAT110	Math for Liberal Arts	3
MAT122	College Algebra	5
MAT128	Precalculus	4
MAT134	Trigonometry and Analytic Geometry	3
MAT156	Statistics	3
MAT210	Calculus I	4
MAT216	Calculus II	4
MAT219	Calculus III	4

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Early Childhood Education

The Early Childhood Education program prepares students for a rewarding career nurturing the growth and development of children. Students are provided basic knowledge about the childcare and education field, child development from birth through adolescence, and appropriate practices in working with children.

Students gain hands-on experience by participating in opportunities in a variety of local early childhood programs including head start centers, preschool programs, and child care centers such as the [Hawkeye Child Development Center](#).

Students must pass the Department of Human Services criminal history record check and a national FBI fingerprint check before being placed in field experience courses.

Personal Characteristics

Early Childhood professionals must exhibit the following skills, knowledge, and abilities:

- ability to communicate effectively, both orally and in writing
- ability to "think on your feet" and make quick decisions
- ability to provide positive guidance to young children
- ability to establish professional relationships with parents, co-workers, and community members
- demonstrate responsibility and dependability
- plan and implement age appropriate activities for young children
- provide nurturing care for young children
- supervise young children in play and daily routines

Evening Program

Complete the Early Childhood Education program in the evening! Eight week hybrid courses (partially face-to-face, partially online) are offered 6:00-7:15pm and 7:30-8:45pm Tuesdays and Thursdays. This evening sequence of study coincide with the four-year evening program at Upper Iowa University to ease your transition in completing your degree.

The Hawkeye Child Development Center will be open on Tuesday and Thursday evenings.

Transfer Information

The Early Childhood Education Associate of Applied Science degree has an articulation agreement with the Prekindergarten-3 Grade Bachelor of Arts degree at Upper Iowa University.

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Early Childhood Education Careers

Graduates are working in a variety of child care settings including:

- Head Start centers
- preschools
- public or private child care centers
- public schools as paraeducators
- in-home child care providers
- nannies

Placement

Starting Wages: \$17,500 - \$24,000 per year*

Iowa has one of the nation's highest rates of working mothers, so the demand for skilled individuals to care for and educate children is very high.

*Source: Iowa Workforce Development

Employers

Community United Child Care Centers	Waterloo, IA Cedar Falls, IA
Hawkeye Child Development Center	Waterloo, IA
Tri-County Child & Family Development Council, Inc.	Waterloo, IA
Trinity Child Development Center	Waterloo, IA
Waterloo Community Schools	Waterloo, IA
Waverly Child Care and Preschool	Waverly, IA

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Early Childhood Education Admission Requirements

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Basic Skill Competencies Requirements

Option 1

Score at least the following scores on any combination of the below assessment options:

ACT sub scores	COMPASS scores	ASSET scores	ACCUPLACER scores
14 - Math	24 - Pre-Algebra	38 - Numerical	40 - Arithmetic
16 - Reading	69 - Reading	34 - Reading	62 - Reading
16 - English	41 - Writing	35 - Writing	77 - Sentence Skills

Applicants can take the [ACT assessment](#) or the [COMPASS assessment](#) at Hawkeye. Pre-registration is required.

Option 2

Complete all of the following college success courses with a "C" grade or higher at Hawkeye Community College or comparable courses at another accredited college:

- ENG060 College Preparatory Writing I
- RDG039 College Preparatory Reading II
- MAT045 Fundamentals of Math

Option 3

Any combination of the above fulfilling the basic skills requirements of algebra, reading, and writing.

Admissions Process

1. [Apply for admission](#).
2. Completed applicant files (we have your application, transcripts, and test scores) will be processed as follows:
 - a. Applicants meeting the program's admission requirements will be sent an admissions inactivation letter.
 - b. Applicants meeting the program's admission requirements will be accepted.
3. We accept approximately 30 students and 30 alternates each fall and spring semester. Applicants will be accepted based on the date their completed applicant file. If many students share the same date for completing their applicant files, the application date will be used to prioritize their acceptance.
4. If necessary, alternates will be contacted to fill unconfirmed positions in the program. Alternates will be given priority for the next term.
5. Students must pass the Department of Human Services Criminal History Record Check and a National FBI Fingerprint check prior to being placed in field experience courses.

Program Contacts

Department Secretary

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Advisor

Jane Huebner
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[Email me](#)

Dean

Laurel Klinkenberg
Black Hawk Hall 224
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Early Childhood Education Courses

Award: Associate of Applied Science (AAS)

Program Start: Fall, Spring

Enrollment Status: Full-time or part-time

The **AAS degree program** requires a mix of general education and hands-on courses. The following list of courses is from the current catalog year, organized in the suggested sequence of study for a full-time student, and is subject to change.

Part-time students, visit with a program advisor for a modified sequence of study.

If you are a current student your program requirements may be different than those listed for the current catalog year. [View your Program Evaluation](#) to see your specific program requirements and to search and register for classes.

Required Background Screenings

Students must pass a DHS Criminal History Record Check and an FBI Fingerprint Check before being placed in Field Experience courses.

Semester 1

ECE103	Introduction to Early Childhood Education	3
ECE158	Early Childhood Curriculum I	3
ECE170	Child Growth and Development	3
ECE221	Infant/Toddler Care and Education	3
ENG105	Composition I -OR-	3
COM781	Written Communication in the Workplace	3
MAT110	Math for Liberal Arts -OR-	3
	<u>Math Elective</u>	3

[View Course Descriptions](#)

Total Credits 18

Semester 2

ECE133	Child Health, Safety and Nutrition	3
ECE159	Early Childhood Curriculum II	3
ECE243	Early Childhood Guidance	3
ECE274	Field Experience I	2
ECE944	Field Experience Seminar I	1
SOC110	Introduction to Sociology	3

[View Course Descriptions](#)

Total Credits 15

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Semester 3

ECE120	Communication with Families	2
ECE122	Parenting Relationships	2
ECE125	School Age Care	2
ECE260	Current Topics and Issues in Child Care	2
ECE284	Field Experience II	2
ECE298	Child Development Career Strategies	2
ECE945	Field Experience Seminar II	1
SPC101	Fundamentals of Oral Communication	3

[View Course Descriptions](#)**Total Credits 16****Semester 4**

ECE250	Advanced Curriculum Planning	3
ECE290	Early Childhood Program Administration	3
EDU246	Including Diverse Learners	3
PSY111	Introduction to Psychology	3

[View Course Descriptions](#)**Total Credits 12****Math Electives**

MAT122	College Algebra	5
MAT128	Precalculus	4
MAT134	Trigonometry and Analytic Geometry	3
MAT156	Statistics	3
MAT210	Calculus I	4
MAT216	Calculus II	4
MAT219	Calculus III	4
MAT772	Applied Math	3

[View Course Descriptions](#)[College Catalog](#) | [Next Page >](#)

Early Childhood Education – Diploma Courses

Award: Diploma

Program Start: Fall, Spring

Enrollment Status: Full-time or part-time

The **Diploma program** requires a mix of general education and hands-on courses. The following list of courses is from the current catalog year, organized in the suggested sequence of study for a full-time student, and is subject to change.

Part-time students, visit with a program advisor for a modified sequence of study.

If you are a current student your program requirements may be different than those listed for the current catalog year. [View your Program Evaluation](#) to see your specific program requirements and to search and register for classes.

Required Background Screenings

Students must pass a DHS Criminal History Record Check and an FBI Fingerprint Check before being placed in Field Experience courses.

Semester 1

ECE103	Introduction to Early Childhood Education	3
ECE158	Early Childhood Curriculum I	3
ECE170	Child Growth and Development	3
ECE221	Infant/Toddler Care and Education	3
ENG105	Composition I -OR-	3
COM781	Written Communication in the Workplace	3
MAT110	Math for Liberal Arts -OR-	3
	<u>Math Elective</u>	3

[View Course Descriptions](#)

Total Credits 18

Semester 2

ECE133	Child Health, Safety and Nutrition	3
ECE159	Early Childhood Curriculum II	3
ECE243	Early Childhood Guidance	3
ECE274	Field Experience I	2
ECE944	Field Experience Seminar I	1
SOC110	Introduction to Sociology -OR-	3
PSY102	Human and Work Relations	3

Program Options

[AAS degree](#)

[Diploma](#)

[Evening - AAS degree](#)

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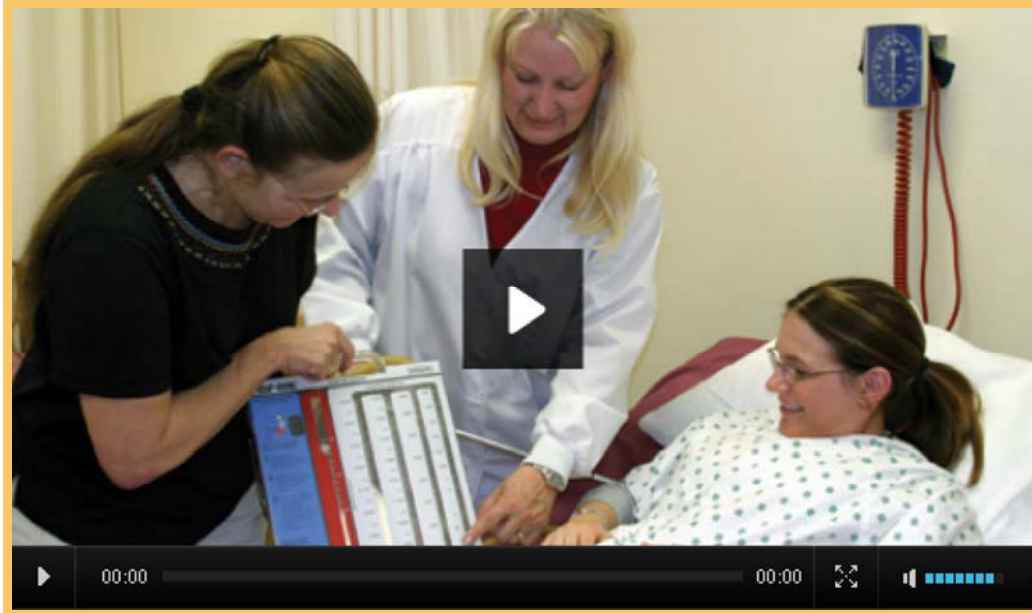
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Math Electives

MAT122	College Algebra	5
MAT128	Precalculus	4
MAT134	Trigonometry and Analytic Geometry	3
MAT156	Statistics	3
MAT210	Calculus I	4
MAT216	Calculus II	4
MAT219	Calculus III	4
MAT772	Applied Math	3

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Associate Degree Nursing

The Associate Degree Nursing (ADN) program prepares students for entry-level practice as registered nurses and provides upward mobility for licensed practical nurses.

Students gain clinical practice in local hospitals, public mental health institutions, community health agencies, public school nursing, and local long-term care facilities.

Students must complete the [Practical Nursing](#) program before starting the Associate Degree Nursing program.

Graduates of the Associate Degree Nursing program are eligible to take the national and state/regional examinations for licensure, which is required to practice as a Registered Nurse in any state. Please keep in mind, a social security number is required in order to take exams and apply for licensure.

Accreditation

This program is approved by the [Iowa Board of Nursing](#) and the Commission on Institutes of the North Central Association.

Transfer Information

Hawkeye Community College is a member of the Iowa Articulation Plan, which creates a career path for Associate Degree Nursing to a Bachelor of Science in Nursing with a minimum of time and redundancy. For more information, contact a program advisor.



Associate Degree Nursing Careers

The Associate Degree Nursing program offers a variety of employment opportunities. Graduates are selected for jobs in:

- hospitals
- long-term care facilities
- clinics
- physicians' offices
- industrial health
- community health
- the armed forces

Starting Wages - \$40,000 - \$54,000 per year*

Registered Nursing is the largest healthcare profession with more than 2.7 million jobs nationwide. Iowa Workforce Development forecasts more than 1355 job openings each year for registered nurses through 2018.

Registered Nursing is one of the top occupations in Iowa with the most job openings.

*Source: Iowa Workforce Development

Employers

Allen Memorial Hospital	Waterloo, IA
Mayo Clinic	Rochester, MN
University of Iowa Hospitals & Clinics	Iowa City, IA
Waverly Health Center	Waverly, IA
Wheaton Franciscan Hospitals	Waterloo, IA Cedar Falls, IA

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Associate Degree Nursing Admission Requirements


1. Before your Admission Application will be processed for the Associate Degree Nursing program you must:
 - a. be fully accepted into the Practical Nursing program,
 - b. have at least one semester completed in Practical Nursing,
 - c. have, and maintain, current CPR certification, and
 - d. have one year of high school chemistry with a grade of "C" or higher or equivalent college chemistry course with a grade of "C" or higher.


2. To be fully accepted into the Associate Degree Nursing program you must:
 - a. have graduated from a regionally accredited Practical Nursing program with a program cumulative GPA of 2.70 or higher.

Applicants cannot repeat any Practical Nursing courses to raise their Practical Nursing GPA once they have graduated from Practical Nursing.
 - b. hold a current Iowa LPN license or get a current Iowa license before completion of first semester coursework in order to continue in the Associate Degree Nursing program.

3. Applicants with the highest points, as determined by the point system below, will receive priority admission to the program. Applicants must have a minimum of five points.

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Associate Degree Nursing Admission Point System

Cumulative Practical Nursing GPA 3.50 or higher	4 pts.
Cumulative Practical Nursing GPA 3.00 - 3.49	3 pts.
Cumulative Practical Nursing GPA 2.80 - 2.99	1 pt.
Cumulative Practical Nursing GPA 2.70 - 2.79	0 pts.
ACT Composite of 22 or higher	1 pt.
Hawkeye Community College Practical Nursing Graduate	1 pt.
Master of Arts or Master of Science Degree OR	3 pts.
Bachelor of Arts or Bachelor of Science Degree OR	2 pts.
Associate of Arts or Associate of Science Degree OR	1 pt.

Associate of Applied Arts or Associate of Applied Science Degree from appropriate health-related field	1 pt.
Have not repeated any Practical Nursing courses	1 pt.
3.50 - 4.00 cumulative GPA from the <u>four general education courses</u> noted with an asterisk (*) in the sequence of study	3 pts.
3.00 - 3.49 cumulative GPA from the <u>four general education courses</u> noted with an asterisk (*) in the sequence of study	2 pts.
Completion of all <u>four general education courses</u> without repeating a course	1 pt.

Admissions Process

1. Apply for admission.
2. Completed applicant files will be processed as follows:
 - a. Applicants who do not meet the program's admission requirements will be inactivated and will be sent an admissions inactivation letter.
 - b. Applicants enrolled in coursework to complete the admission requirements will be candidates for admission.
 - c. Applicants who meet the programs admission requirements will be acceptable for admission and placed on the Eligible for Acceptance list. Placement on the list is determined by the highest point total earned.
3. We will accept approximately 32 students each Fall and Spring semester for the day session. Applicants will be accepted based on the points earned from the Associate Degree Nursing Admission Point System. Applicants with the highest point total will be given priority admission to the program.
4. If we have more applicants than spaces available and many students share the same point total, we will accept based upon the highest cumulative GPA from the Practical Nursing program.
5. Once offered acceptance to begin the Associate Degree Nursing program, if you choose to decline, you will be placed back on the Eligible for Acceptance list in order based on total points awarded from the admission criteria. This does not guarantee that you will be offered acceptance the following semester.

Hawkeye's Equal Opportunity Statement

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Associate Degree Nursing Courses

Award: Associate of Applied Science (AAS)

Program Start: Fall, Spring

Enrollment Status: Full-time only

The **Associate Degree Nursing program** requires a mix of general education and hands-on courses. The following list of courses is from the current catalog year, organized in the suggested sequence of study for a full-time student, and is subject to change.

If you are a current student your program requirements may be different than those listed for the current catalog year. [View your Program Evaluation](#) to see your specific program requirements and to search and register for classes.

Required Background Screenings to Participate in Clinicals

As a student in a health program at Hawkeye Community College you will be required to complete:

- a criminal background check,
- sex offender registry,
- child abuse registry, and
- dependent adult registry.

The outcome could possibly affect your opportunities to participate in the clinical setting.

Program Course Notes

- Students must achieve a minimum "C" grade in all courses that are required to complete the program.
- Students may complete the general education courses, marked with the gen ed icon **GEN ED**, prior to full admission into the program.

Semester 1

ADN121	Transition to Professional Nursing	2
ADN122	Advanced Nursing Skills	2
ADN123	Physical Assessment	2
ADN281	Diet Management	1
ADN531	Advanced Adult Health Nursing I	6
BIO163	Essentials of Anatomy and Physiology -OR-	4
		GEN ED
BIO168	Human Anatomy and Physiology I w/Lab -AND-	4
BIO173	Human Anatomy and Physiology II w/Lab	4

[View Course Descriptions](#)

Total Credits 17

Semester 2

ADN331	Issues in Nursing Management	2
ADN410	Advanced Nursing in OB and PEDS	5

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ADN532	Advanced Adult Health Nursing II		6
BIO185	Microbiology w/lab	GEN ED	3
SPC101	Fundamentals of Oral Communication	GEN ED	3
View Course Descriptions			Total Credits 19

Semester 3

ADN477	Psychiatric Nursing		5
SOC110	Introduction to Sociology	GEN ED	3
View Course Descriptions			Total Credits 8

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Dental Assisting

The Dental Assisting program prepares students to assist the dentist at chair side, perform receptionist and clinical functions, and carry out selected dental laboratory work. Students gain valuable experience and training needed to work as a dental assistant.

Students train in Hawkeye's state-of-the-art [Dental Clinic](#) featuring 18 patient chairs, computerized patient record software, and a complete digital x-ray system. Hawkeye's on-campus Dental Clinic is supervised by more than 16 licensed dentists. Students complete a summer clinical allowing students to train in a real-world setting. The clinic is open to the public.

Graduates are eligible to take the national and state/regional examinations for licensure, which is required to practice in any state. A social security number is required to take the exams and apply for licensure

Accreditation

The Dental Assisting program is accredited by the [Commission on Dental Accreditation \(CODA\)](#), a specialized accrediting body recognized by the Council on Postsecondary Accreditation and the United States Department of Education.

Commission on Dental Accreditation
American Dental Association
211 East Chicago Avenue
Chicago, IL 60611
312-440-4653

Transfer Information

Students in the Dental Assisting program interested in continuing their education should contact a program advisor.

Dental Assisting Careers

Graduates work in a variety of careers including:

- private or group practice
- general dentistry or specialty practices
- dental schools
- federal government dental facilities

Placement

Starting Wages - \$27,500 - \$36,000 per year*

*Source: Iowa Workforce Development

Employers

Dr. Anne Hennessey	Cedar Falls, IA
Kimball & Beecher Family Dentistry	Waterloo, IA
Dr. John Spragg	Waterloo, IA
Foster Oral Surgery/Dr. Edwin King	Waterloo, IA
Only Kids Dentistry/Dr. Jyoti Chawdury	Waterloo, IA
People's Dental Clinic	Waterloo, IA



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Dental Assisting Admission Requirements

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Basic Skill Competencies Requirements

Option 1

Score at least the following scores on any combination of the below assessment options:

ACT sub scores	COMPASS scores	ASSET scores	ACCUPLACER scores
19 - Reading	82 - Reading	38 - Reading	90 - Reading
19 - English	41 - Writing	35 - Writing	77 - Sentence Skills

Basic Skills Competency in Math

Applicants can take the [ACT assessment](#) or the [COMPASS assessment](#) at Hawkeye. Pre-registration is required.

Option 2

Complete all of the following college success courses with a "C" grade or higher at Hawkeye Community College or comparable courses at another accredited college:

- ENG060 College Preparatory Writing I
- RDG040 College Preparatory Reading III

Option 3

Any combination of Option 1 and Option 2 fulfilling the basic skills requirements in reading, writing, and math.

Admissions Process

1. [Apply for admission](#).
2. Completed applicant files (we have your application, transcripts, and test scores) will be processed as follows:
 - a. Applicants not meeting the program's admission requirements will be sent an admissions inactivation letter.
 - b. Applicants meeting the program's admission requirements will be accepted.
3. We accept approximately 24 students and 10 alternates each Fall Semester. Applicants will be accepted based upon the date of their completed applicant. If many students share the same date for completing their applicant file, the application date will be used to prioritize acceptance.
4. If necessary, alternates will be contacted to fill unconfirmed positions in the program. Alternates will be given priority for the next term.

[Hawkeye's Equal Opportunity Statement](#)

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Dental Assisting Courses

Award: Diploma

Program Start: Fall only

Enrollment Status: Full-time only

The **Dental Assisting program** requires a mix of general education and hands-on courses. The following list of courses is from the current catalog year, organized in the suggested sequence of study for a full-time student, and is subject to change.

If you are a current student your program requirements may be different than those listed for the current catalog year. [View your Program Evaluation](#) to see your specific program requirements and to search and register for classes.

Required Background Screenings to Participate in Clinicals

As a student in a health program at Hawkeye Community College you will be required to complete:

- a criminal background check,
- sex offender registry,
- child abuse registry, and
- dependent adult registry.


The outcome could possibly affect your opportunities to participate in the clinical setting.


Program Course Note


You must achieve a minimum "C" grade in all courses that are required to complete the program.

Semester 1		
BIO163	Essentials of Anatomy and Physiology	4
DEA103	Orientation to Dental Assisting	2
DEA258	Dental Anatomy	4
DEA302	Dental Radiography	3
DEA412	Dental Materials I	3
DEA513	Chairside Assisting I	4
<u>View Course Descriptions</u>		Total Credits 20

Semester 2		
COM730	Communications -OR-	3
ENG105	Composition I -AND-	3
SPC101	Fundamentals of Oral Communication	3
DEA263	Dental Science II	2
DEA417	Dental Materials II	2
DEA514	Chairside Assisting II	2

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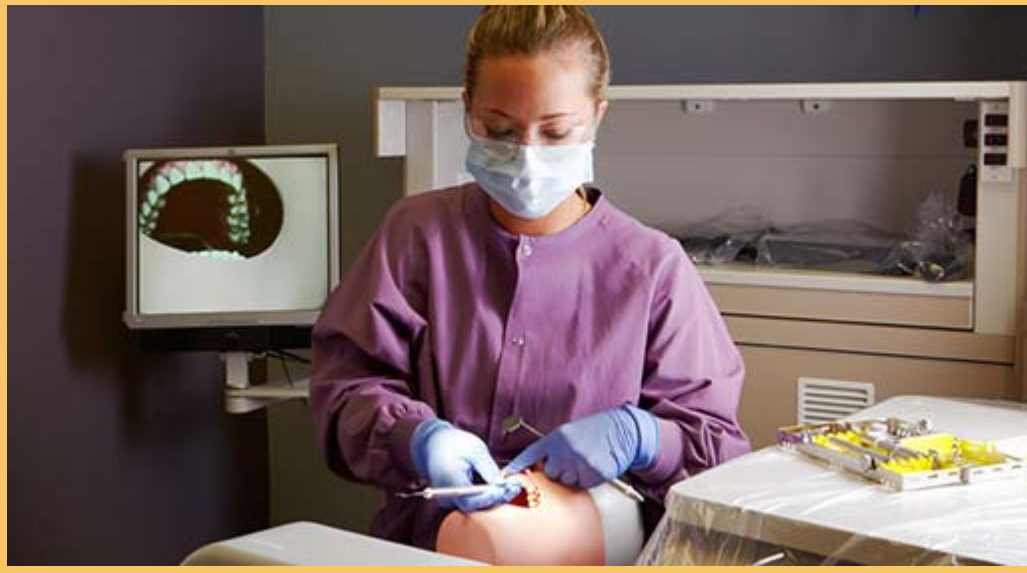
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DEA556	Assisting Clinic I	4
DEA603	Dental Specialties	2
DEA702	Dental Office Procedures	2
View Course Descriptions		Total Credits 17

Semester 3		
DEA577	Dental Assisting Clinic II	4
DEA591	Dental Assisting Seminar	1
PSY102	Human and Work Relations -OR-	3
PSY111	Introduction to Psychology -OR-	3
SOC110	Introduction to Sociology	3
View Course Descriptions		Total Credits 8

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Dental Hygiene

The Dental Hygiene program provides stimulating and rigorous classroom and clinical experience in Hawkeye's Dental Clinic. Students are educated in oral and dental hygiene sciences, natural sciences, clinical sciences, community health, and professional development.

Students train in Hawkeye's state-of-the-art [Dental Clinic](#) featuring 18 patient chairs, computerized patient record software, and a complete digital x-ray system. The clinic is open to the public.

Dental hygienists provide educational, clinical, and therapeutic services to the public focusing on disease prevention and health promotion. They also help patients develop and maintain good oral health.

Registered Dental Hygienist (RDH) is the designation for the licensed professional. The state license and the RDH credential assure the public and other professionals that you have successfully completed a nationally accredited dental hygiene program, a national written examination, and a state or regional clinical examination.

Graduates of the Dental Hygiene program are eligible to take the national and state/regional examinations for licensure, which is required to practice in any state. A social security number is required in order to take exams and apply for licensure.

Accreditation

The Dental Hygiene program is accredited by the [Commission on Dental Accreditation \(CODA\)](#), a specialized accrediting body recognized by the Council on Postsecondary Accreditation and the U.S. Department of Education.

Commission on Dental Accreditation
American Dental Association
211 East Chicago Avenue

Chicago, IL 60611
312-440-4653

Transfer Information

Students in the Dental Hygiene program interested in continuing their education should contact a program advisor.

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Dental Hygiene Careers

Graduates are professionals who work in many settings including:

- private dental practices
- specialty practices
- HMOs
- long-term care/geriatric centers
- community outreach settings
- community health
- hospitals
- dental trade companies
- educational institutions
- research centers

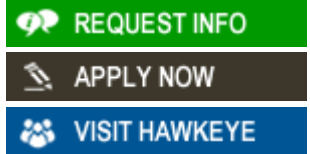
Placement

Starting Wages - \$57,000 - \$66,500 per year

*Source: Iowa Workforce Development

Employers

Black Hawk County Health Department	Waterloo, IA
Dental Associates of Manchester	Manchester, IA
Kimball & Beecher Family Dentistry	Waterloo, IA
People's Community Health Clinic	Clarksville, IA Waterloo, IA



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Dental Hygiene Admission Requirements

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Basic Skill Competencies Requirements

Option 1

Score at least the following scores on any combination of the below assessment options:

ACT sub scores	COMPASS scores	ASSET scores	ACCUPLACER scores
19 - Reading	82 - Reading	38 - Reading	90 - Reading
19 - English	65 - Writing	40 - Writing	98 - Sentence Skills
19 - Math	42 - Algebra	40 - Elementary Algebra	103 - Arithmetic OR 97 - Elementary Algebra

Applicants can take the [ACT assessment](#) or the [COMPASS assessment](#) at Hawkeye. Pre-registration is required.

Option 2

Complete all of the following college success courses with a "C" grade or higher at Hawkeye Community College or comparable courses at another accredited college:

- ENG061 College Preparatory Writing II
- RDG040 College Preparatory Reading III
- MAT063 Elementary Algebra

Option 3

Any combination of Option 1 and Option 2 fulfilling the basic skills requirements of algebra, reading, and writing.

Additional Requirements Before You Start the Program

- Prior to full acceptance into the Dental Hygiene program, you must complete [program prerequisite courses](#) with a minimum 2.75 cumulative GPA.
- Prior to the first day of classes, accepted students must be Health Care Provider Level CPR certified and have a physical exam with immunization record on Hawkeye Community College form.

Admissions Process

1. [Apply for admission](#).
2. Completed applicant files (we have your application, transcripts, and test scores) will be processed as follows:
 - a. Applicants not meeting the program's admission requirements will be sent an admissions inactivation letter.
 - b. Applicants enrolled in coursework to complete the basic skill competencies requirements and [program prerequisite courses](#) will become candidates for admission.

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- c. Upon completion of the program prerequisite courses and a cumulative GPA of 2.75 within these courses, applicants will be placed on the Eligible for Acceptance list. Placement on the list is determined by their admission requirement completion date.
3. Applications are processed for admission in March of each year for the following fall class provided the applicant is of senior high school status or older.
4. The program accepts approximately 22 applicants for each Fall Semester. Applicants will be accepted based on the date their applicant file was completed. If many students share the same date for completing their applicant file, the second criteria used will be the GPA from the program prerequisite courses.
5. If you are offered acceptance to begin the Dental Hygiene program and you choose to decline your acceptance, your file will be inactivated and you will need to re-apply for the admission to the program when interested.

Hawkeye's Equal Opportunity Statement

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Dental Hygiene Courses

Award: Associate of Applied Science (AAS)

Program Start: Fall only

Enrollment Status: [Full-time only](#)

The **Dental Hygiene program** requires a mix of general education and hands-on courses. The following list of courses is from the current catalog year, organized in the suggested sequence of study for a full-time student, and is subject to change.

If you are a current student your program requirements may be different than those listed for the current catalog year. [View your Program Evaluation](#) to see your specific program requirements and to search and register for classes.

Required Background Screenings to Participate in Clinicals

As a student in a health program at Hawkeye Community College you will be required to complete:

- a criminal background check,
- sex offender registry,
- child abuse registry, and
- dependent adult registry.

The outcome could possibly affect your opportunities to participate in the clinical setting.

Program Course Notes

- Students are not eligible for the Iowa Vocational Technical Tuition Grant while taking the prerequisite courses.
- Students must achieve a minimum "C" grade in all courses that are required to complete the program.
- We strongly advise students to complete all of the general education courses, marked with the gen ed icon **GEN ED**, prior to full admission into the program.

Prerequisites

BIO168	Human Anatomy and Physiology I with Lab	4
BIO173	Human Anatomy and Physiology II with Lab	4
BIO185	Microbiology with lab	3
CHM122	Introduction to General Chemistry	4
CHM132	Introduction to Organic and Biochemistry	4
HSC113	Medical Terminology for Health Sciences	2

[View Course Descriptions](#)

Total Credits 21

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Semester 1

DHY115	Head and Neck Anatomy for Dental Hygienist	2
DHY116	Tooth Morphology	1
DHY121	Oral Histology and Embryology	2
DHY162	Oral Radiology	2
DHY175	Fundamentals of Clinical Dental Hygiene	6

[View Course Descriptions](#)**Total Credits 13****Semester 2**

DHY141	General and Oral Pathology	3
DHY187	Clinical Dental Hygiene II	3
DHY188	Clinical Dental Hygiene II Seminar	1
DHY210	Introduction to Periodontology	1
DHY222	Biomaterials for the Dental Hygienist	3
DHY240	Ethics and Jurisprudence	1
DHY260	Oral Health Education	2

[View Course Descriptions](#)**Total Credits 14****Semester 3 – Summer**

PSY111	Introduction to Psychology	GEN ED	3
SOC110	Introduction to Sociology	GEN ED	3

[View Course Descriptions](#)**Total Credits 6****Semester 4**

BIO151	Nutrition	GEN ED	3
DHY131	Pharmacology		2
DHY211	Periodontology		2
DHY254	Community Oral Health I		2
DHY271	Pain Control		2
DHY297	Clinical Dental Hygiene III		4
DHY298	Clinical Dental Hygiene III Seminar		2

[View Course Descriptions](#)**Total Credits 17****Semester 5**

DHY255	Community Oral Health II		2
DHY272	Interdisciplinary Health Care		2
DHY307	Clinical Dental Hygiene IV		4
DHY308	Clinical Dental Hygiene IV Seminar		1

DHY901	Independent Study Clinical Dental Hygiene (optional)		1
ENG105	Composition I	GEN ED	3
SPC101	Fundamentals of Oral Communication	GEN ED	3
View Course Descriptions			Total Credits 15

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Medical Laboratory Technology

The Medical Laboratory Technology program teaches the knowledge and skills necessary to perform general tests in all laboratory areas including blood banking, hematology, immunology, and microbiology. Working under the supervision of a medical technologist or pathologist, a medical laboratory technician hunts for clues to the absence, presence, extent, and causes of diseases.

Students learn clinical laboratory techniques along with formal coursework in basic science and liberal arts.

Graduates are awarded an Associates in Applied Science degree and are eligible to take the national and state/regional examinations for licensure, which is required to practice in any state. A social security number is required in order to take exams and apply for licensure.

Academic Affiliate Program

Hawkeye has academic affiliate arrangements that allow students to complete the first two semesters of the Medical Laboratory Technology program at an academic affiliate college. Students then complete the rest of the program at Hawkeye.

Academic affiliate colleges for the Medical Laboratory Technician program include:

- Kirkwood Community College - Cedar Rapids, Iowa
- North Iowa Area Community College (NIACC) - Mason City, Iowa
- Northeast Iowa Community College (NICC) - Calmar and Peosta, Iowa

Accreditation

This program is accredited by the [National Accrediting Agency for Clinical Laboratory Services \(NAACLS\)](#), a non-profit organization that independently accredits clinical laboratory science programs.

NAACLS
5600 N. River Road, Suite 720

Rosemont, IL 60018-5119
773-714-8880

Transfer Information

Students in the Medical Laboratory Technology program interested in continuing their education should contact a program advisor.

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Medical Laboratory Technology Careers

A career in the medical laboratory technology industry offers unlimited choices and your education will prepare you directly for a job. The increased demand for certified medical laboratory technicians and laboratory services has created employment opportunities for our graduates in hospital laboratories, clinics, physicians' offices, community health agencies, research institutions, and the armed forces. Other areas our graduates may work in include:

- industrial laboratories
- environmental laboratories
- pharmaceutical laboratories
- sales with laboratory supply companies

Placement

Starting Wages: \$29,500 - \$39,500 per year*

*Source: Iowa Workforce Development

Employers

Allen Memorial Hospital	Waterloo, IA
Mercy Hospital	Iowa City, IA
Mercy Medical Center - North Iowa	Mason City, IA
United Clinical Labs	Dubuque, IA
Wheaton Franciscan Hospitals	Waterloo, IA Cedar Falls, IA

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Medical Laboratory Technology Admission Requirements

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Basic Skill Competencies Requirements

Option 1

Score at least the following scores on any combination of the below assessment options:

ACT sub scores	COMPASS scores	ASSET scores	ACCUPLACER scores
19 - Reading	82 - Reading	38 - Reading	90 - Reading
19 - English	65 - Writing	40 - Writing	98 - Sentence Skills
19 - Math	42 - Algebra	40 - Elementary Algebra	103 - Arithmetic OR 97 - Elementary Algebra

AND one year high school Biology with "C" grade or higher in each semester.

Applicants can take the [ACT assessment](#) or the [COMPASS assessment](#) at Hawkeye. Pre-registration is required.

Option 2

Complete all of the following college success courses with a "C" grade or higher at Hawkeye Community College or comparable courses at another accredited college:

- ENG061 College Preparatory Writing II
- RDG040 College Preparatory Reading III
- MAT063 Elementary Algebra
- BIO042 Prep. Science for Health Careers

Option 3

Any combination of the above fulfilling the basic skills requirements of algebra, reading, writing, and biology.

Admissions Process

1. [Apply for admission](#).
2. Completed applicant files (we have your application, transcripts, and test scores) will be processed as follows:
 - a. Applicants meeting the program's admission requirements will be sent an admissions inactivation letter.
 - b. Applicants meeting the program's admission requirements will be accepted.
3. We accept approximately 24 students and 10 alternates each Fall and Spring Semester. Applicants will be accepted based on the date their completed applicant file. If many students share the same date for completing their applicant files, the application date will be used to prioritize their acceptance.
4. If necessary, alternates will be contacted to fill unconfirmed positions in the program. Alternates will be given priority for the next term.

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Medical Laboratory Technology Courses

Award: Associate of Applied Science (AAS)

Program Start: Fall, Spring

Enrollment Status: [Full-time or part-time](#)

The **Medical Laboratory Technology program** requires a mix of general education and hands-on courses. The following list of courses is from the current catalog year, organized in the suggested sequence of study for a full-time student, and is subject to change.

Part-time students, visit with a program advisor for a modified sequence of study.

If you are a current student your program requirements may be different than those listed for the current catalog year. [View your Program Evaluation](#) to see your specific program requirements and to search and register for classes.

Required Background Screenings to Participate in Clinicals

As a student in a health program at Hawkeye Community College you will be required to complete:

- a criminal background check,
- sex offender registry,
- child abuse registry, and
- dependent adult registry.

The outcome could possibly affect your opportunities to participate in the clinical setting.

Program Notes

- Students must achieve a minimum "C" grade in all courses required to complete the program.
- Applicants meeting the general admission requirements may take the courses below marked with an asterisk (*) prior to full acceptance to the Medical Laboratory Technology program.

Semester 1 – Fall

BIO163	Essentials of Anatomy and Physiology	4
CHM122	Introduction to General Chemistry	4
MLT101	Introduction to Lab Science *	2
MLT103	Lab Mathematics *	3
PSY111	Introduction to Psychology -OR-	3
SOC110	Introduction to Sociology	3
SPC101	Fundamentals of Oral Communication	3

[View Course Descriptions](#)

Total Credits 19

Semester 2 – Spring

BIO113	General Biology II -OR-	4
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CHM132	Introduction to Organic and Biochemistry	4
BIO185	Microbiology w/lab	3
ENG105	Composition I	3
HSC113	Medical Terminology for Health Sciences *	2
MLT120	Urinalysis *	3
View Course Descriptions		Total Credits 15

Semester 3 – Summer

MLT110	Fundamental Lab Techniques *	3
MLT130	Hematology *	3
MLT250	Clinical Microbiology	4
View Course Descriptions		Total Credits 10

Semester 4 – Fall

MLT230	Advanced Hematology *	3
MLT233	Hemostasis and Thrombosis	2
MLT240	Clinical Chemistry I	7
MLT252	Parasitology *	1
MLT260	Immunohematology	4
MLT270	Immunology and Serology	2
View Course Descriptions		Total Credits 19

Semester 5 – Spring

MLT285	Clinical Practicum: Chemistry	4
MLT287	Clinical Practicum: Hematology	4
MLT288	Clinical Practicum: Microbiology	4
View Course Descriptions		Total Credits 12

Semester 6 – Summer

MLT283	Clinical Practicum: Urinalysis	1
MLT284	Clinical Practicum: Immunohematology	2
MLT286	Clinical Practicum: Immunology and Serology	1
MLT291	Clinical Practicum: Lab Survey and Review	1
View Course Descriptions		Total Credits 5

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Occupational Therapy Assistant

The Occupational Therapy Assistant program is accredited by the Accreditation Council for Occupational Therapy Education (ACOTE). As a result of this action, Hawkeye Community College Occupational Therapy Assistant students may now sit for the National Board.

The Occupational Therapy Assistant program prepares students with entry-level skills and knowledge to provide treatments that improve consumers' ability to achieve independence in everyday activities and to enjoy life to its fullest. Students will learn how to provide occupational therapy interventions for clients with various impairments and monitor their progress while following an occupational therapy plan of care. They will also learn to effectively educate and communicate with patients, families, and other healthcare providers.

Occupational therapy assistants work under the direction and supervision of an occupational therapist. Duties may include instructing patients in performance of activities of daily living, teaching clients to use adaptive equipment or modifying tasks to increase successful participation in meaningful occupations, and educating consumers in health and wellness.

Due to the nature of the work environment and the physical exertion often required to assist patients, you will need to have a moderate degree of strength. For example, you will need to be able to lift patients, kneel, stoop, and stand for long periods of time.

Accreditation

The Occupational Therapy Assistant program at Hawkeye Community College is accredited by the Accreditation Council for Occupational Therapy Education (ACOTE) of the American Occupational Therapy Association (AOTA)

ACOTE

4720 Montgomery Lane, Suite 200
Bethesda, MD 20814-3449

301-652-AOTA

www.acoteonline.org

[Hawkeye Community College Accreditation](#)

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Occupational Therapy Assistant Careers

Occupational Therapy Assistants work in a wide variety of settings including homes, hospitals, rehabilitation clinics, community centers, out-patient facilities, schools, and nursing homes.

Placement

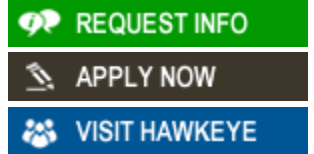
Graduates can expect job prospects to be very good. The field is expected to grow 30% through 2018, according to the Bureau of Labor statistics. The figures are based on the continued rise in individuals with disabilities or limited function and a growing elderly population that is vulnerable to chronic and debilitating conditions requiring therapeutic services.

Starting Wages: \$38,000 - \$48,00 per year*

*Source: Iowa Workforce Development

Associations

- [The American Occupational Therapy Association, Inc. \(AOTA\)](#)



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Occupational Therapy Assistant Admission Requirements

The Occupational Therapy Assistant program at Hawkeye is considered a 1+1 model. Students must complete separate admissions processes for Phase I and Phase II.

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Basic Skill Competencies Requirements

Option 1

Score at least the following scores on any combination of the below assessment options:

ACT sub scores	COMPASS scores	ASSET scores	ACCUPLACER scores
19 - Reading	82 - Reading	38 - Reading	90 - Reading
19 - English	65 - Writing	40 - Writing	98 - Sentence Skills
19 - Math	42 - Algebra	40 - Elementary Algebra	103 - Arithmetic OR 97 - Elementary Algebra

Applicants can take the [ACT assessment](#) or the [COMPASS assessment](#) at Hawkeye. Pre-registration is required.

Option 2

Complete all of the following college success courses with a "C" grade or higher at Hawkeye Community College or comparable courses at another accredited college:

- ENG061 College Preparatory Writing II
- RDG040 College Preparatory Reading III
- MAT063 Elementary Algebra

Option 3

Any combination of the above fulfilling the basic skills requirements of algebra, reading, and writing.

Phase I Admissions Process

1. [Apply for admission](#).
2. Completed applicant files (we have your application, transcripts, and test scores) will be processed as follows:
 - a. Applicants not meeting the program's basic skill competencies requirements will be sent an admissions inactivation letter.
 - b. Applicants meeting the program's basic skill competencies requirements will be considered Occupational Therapy Assistant Wait students and will be able to take Phase I courses.

Being a "Wait" student does not guarantee Phase II acceptance.

Phase II Program Entrance Requirements

Before applying to Phase II of the program, applicants must complete the following requirements.

1. Complete one year of the following courses, or one semester of a college-level comparable course, with a "C" grade or higher.

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- math (algebra or geometry)
 - o Biology
 - o English
2. Proof of completion of a total of 24 observation hours with a licensed occupational therapist or occupational therapy assistant at three different clinical sites (eight hours per site) and two different settings.

Observations must include at least three different types of facilities (example: outpatient, hospital inpatient, home health, or long-term care).

Arranging observations is the responsibility of the student.

Document the observations on the [Pre-Admission Observation Hours form \[pdf\]](#). Return the form with your Phase II application. Applications will not be considered until observation hours are complete.

3. At least 15 credits of [Phase I coursework](#) must be completed with the required cumulative GPA and individual course grades prior to applying for Phase II of the program.

Phase II Admissions Process

1. To be considered for Phase II acceptance, applicants must have completed all of the following:
 - a. [Phase I Admissions Process](#)
 - b. [Phase II program entrance requirements](#)
 - c. Phase II OTA Program Application Packet.

You can get your Phase II application packet:

- outside of [Health Education and Services Center 208](#)
- by emailing the program advisor, or
- by printing and completing the following documents:
 - [Program Application \[pdf\]](#)
 - [Curriculum Checklist \[pdf\]](#)
 - [Pre-Admission Observation Hours \[pdf\]](#)
 - [Student Health and Immunization Record \[pdf\]](#) (due by the start of phase II)
 - [Iowa Core Performance Standards for Health Care Career Programs Acknowledgement Form \[pdf\]](#)

2. After the completed application is received by the program, a review of the application will be completed and if accepted, the Occupational Therapy Assistant program will conduct interviews with perspective students prior to acceptance into the Phase II.
3. Phase II program applicants will continue with Phase II of the program as openings are assigned. Students will be notified of their acceptance or non-acceptance via their [Hawkeye email](#).
4. We accept approximately 20 students into Phase II each Fall Semester. Applicants will be accepted based on the initial date of their completed Phase II applicant file.
5. Applications need to be submitted by May 1 to be considered for the upcoming fall, Phase II, of the OTA Program.
6. On receiving notification of acceptance into Phase II of the OTA Program, the applicant has one week from the letter date to confirm acceptance into the program by contacting either Margo Kreger, OTA Program Director or Cindy Koehn, Academic Fieldwork Coordinator.

Please be advised that the seat of any student who fails to confirm acceptance during the time period will be offered to the next student on the list. In this case, the student will need to begin the application process again.

7. If necessary alternates will be contacted, based on the date the Phase II program applicant file was completed, to fill unconfirmed positions in the program.

[Hawkeye's Equal Opportunity Statement](#)

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Occupational Therapy Assistant Courses

Award: Associate of Applied Science (AAS)

Program Start: Fall only

Enrollment Status: [Full-time or part-time](#)

The **Occupational Therapy Assistant program** requires a mix of general education and hands-on courses. The following list of courses is from the current catalog year, organized in the suggested sequence of study for a full-time student, and is subject to change.

Part-time students, visit with a program advisor for a modified sequence of study.

If you are a current student your program requirements may be different than those listed for the current catalog year. [View your Program Evaluation](#) to see your specific program requirements and to search and register for classes.

Phase I – Foundational Coursework

Phase I Notes

- Students are not eligible for the Iowa Vocational Technical Tuition Grant while taking Phase I courses.
- A minimum cumulative GPA of 2.75 is required for Phase I with no lower than a:
 - "B" in BIO168 Human Anatomy and Physiology I w/lab,
 - "B" in BIO173 Human Anatomy and Physiology II w/lab, and
 - "C" in any individual Phase I general education course.
- BIO168 and BIO173 must have been completed within the last five years of starting Phase II, unless waived by the program chair.

Semester 1 – Fall

BIO168	Human Anatomy and Physiology I w/Lab	4
ENG105	Composition I	3
HSC113	Medical Terminology for Health Sciences	2
MAT110	Math for Liberal Arts	3
PSY111	Introduction to Psychology	3

[View Course Descriptions](#)

Total Credits 15

Semester 2 – Spring

BIO173	Human Anatomy and Physiology II w/Lab	4
CSC110	Introduction to Computers	3
PSY121	Developmental Psychology	3
PSY241	Abnormal Psychology	3
SOC110	Introduction to Sociology -OR-	3

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SOC205 Diversity in America 3

SPC101 Fundamentals of Oral Communication 3

[View Course Descriptions](#)

Total Credits 19

Phase II – Technical Courses and Clinical Experience

Phase II Notes

- Phase II must be completed at full-time status.
- Students will complete Phase II in approximately 12 months.
- Before students can begin Phase II they must complete the [Phase II admissions process](#).
- Students must earn a grade of “C” or higher in all of their Phase II coursework. Less than a “C” is considered failing.

Students may not progress with other course work until a failed course is retaken.

Students may only fail one Phase II course; failing more than one course will be grounds for dismissal from the program.

Clinical Experience Requirements

Clinical experiences are completed off-campus. Sites may be local, in-state, or out-of-state. Students are responsible for their own transportation to and from clinical education, as well as any associated housing costs. Students will not be allowed to select specific sites for clinical education, but may make requests for special needs or geographical locations.

Participation in clinical education requires:

1. Criminal background, sex offender, and adult/dependent abuse background checks are required prior to the first day of Phase II courses. Failing a background check will result in dismissal from the program.
2. Students are required to complete CPR, HIPPA, First Aid, Mandatory Reporting, OSHA training prior to the first day of clinical course work. This training is part of Phase II courses.
3. Getting a physical exam and updated immunizations, including current hepatitis B series (unless signs waiver), MMR, and current tetanus. Polio and meningitis are also recommended. Current TB test results are required. This must be recorded on the Hawkeye Community College Student Health and Immunization Record form prior to the first day of Phase II courses.

Physical and immunizations must be up to date and maintained until the following September and/or completion of all fieldwork. Failure to do so will disrupt fieldwork placement and jeopardize your position in the program.

A dress code for clinical education exists and may be dictated by the clinical site.

Semester 3 – Fall

OTA101 Introduction to Occupational Therapy 3

OTA102 Human Movement & Occupation 3

OTA103 Task Analysis 3

OTA104 Assistive Tech and EM 2

OTA201 Pediatrics & Occupation 3

OTA202 Pediatric OTA Skills 3

OTA203 Level I Fieldwork A 2

Semester 4 – Spring

OTA301	Adult Conditions & Occupation	4
OTA302	Physical OTA Skills	3
OTA303	Psychosocial OTA Skills	3
OTA304	Level I Fieldwork B	2
OTA401	Elders & Occupation	2
OTA402	OTA Skills for Elders	2
OTA501	Professional Practice for OTA	3

[View Course Descriptions](#)**Total Credits 19****Semester 5 – Summer**

OTA502	Level II Fieldwork A	5
OTA503	Level II Fieldwork B	5

[View Course Descriptions](#)**Total Credits 10**[College Catalog](#) | [Next Page >](#)

National Certification Examination

Most states require licensure in order to practice. State licensure is usually based on the results of the National Board for Certification in Occupational Therapy (NBCOT) Certification Examination.

	Number of Program Graduates	Number of first-time test takers	Number of first-time test takers who passed the exam	Percentage of first-time test takers who passed the exam
2012	7	7	7	100%
2013	12	10	10	100%

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Physical Therapist Assistant

The Physical Therapist Assistant program prepares students with the entry-level skills and knowledge to provide treatments that improve patients' mobility, relieve pain, and prevent or lessen physical disabilities.

Students will learn physical therapy interventions, data collection techniques, and how to follow a physical therapy plan of care. They will also learn to effectively educate and communicate with patients, families, and other healthcare providers.

Physical therapist assistants work under the direction and supervision of a physical therapist. Duties may include instructing patients in exercises and activities of daily living, performing manual treatments, and administering modalities such as ultrasound.

Accreditation

Effective May 15, 2014 the Physical Therapist Assistant program at Hawkeye Community College has been placed on probation by the Commission on Accreditation in Physical Therapy Education (CAPTE), 1111 North Fairfax Street, Alexandria, Virginia 22314; telephone: 703-706-3245; email: accreditation@apta.org; website: www.capteonline.org.

Probation is an accredited status; however, probation signals that the program's accreditation is in jeopardy if the issues identified by CAPTE are not resolved in a timely manner.

Hawkeye Community College is committed to academic excellence and currently is actively working to resolve outstanding issues. As a demonstration of that commitment, Hawkeye Community College has retained the assistance of a consultant with expertise in PTA programs and accreditation processes.

Hawkeye Community College remains confident that its PTA program will be reinstated to full accreditation status as awarded by CAPTE after its next program review in the fall of 2014.

Graduation, National Exam Pass, and Employment Rates

Phase 2 Class	Program Graduation	National Exam Pass*	Employment**
2011-2012	89.5%	69%	89%
2012-2013	85%	94%	TBD

* Ultimate pass rate may change as students retake the exam.

** Graduate Employment Rates are determined six months after the students first national exam opportunity. Data reflects those who passed the exam.

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About the Physical Therapist Assistant Profession

Physical therapy, as a profession, dates from the beginning of the 20th century, when survivors of polio and WWI injuries created a demand for rehabilitation specialists. Physical therapy today is a health care specialty grounded on a foundation of evidence-based practice concerned with treating disorders that result in movement and functional limitations.

Clinical application of the science restores function, improves mobility, relieves pain, and prevents or limits permanent physical disabilities. The profession also works to promote overall fitness and health.

Who are Physical Therapist Assistants?

The physical therapist assistant is a technically educated health care provider who assists the physical therapist in the provision of physical therapy.

The physical therapist performs an examination and evaluation, develops a diagnosis, determines the prognosis then develops a plan of care for the patient/client.

The physical therapist assistant assists the physical therapist in implementing treatment programs according to the plan of care.

Duties may include:

- instructing patients in exercises and activities of daily living
- administering modalities and other treatment procedures
- reporting to the physical therapist on the patient's response to treatment.

Physical therapist assistants work in a wide variety of settings including hospitals, rehabilitation clinics, outpatient facilities, schools, and nursing homes.

Is Physical Therapist Assistant the Career Path for Me?

If you can answer yes to the questions below, a career as a Physical Therapy Assistant may be a good fit for you.

Do you:

- enjoy helping people achieve a better quality of life?
- enjoy working as part of a team toward a common goal?
- have a compassionate and caring personality?

Can you:

- sit, bend, reach, and/or walk and stand for most of the day?
- lift and carry up to 35% of your own body weight?
- communicate effectively in written and verbal forms?
- place the needs of a patient above your own?
- use your vision and touch for patient assessment?
- use your fine and gross motor skills to assist a patient?

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Mary Allen

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Physical Therapist Assistant Careers

Physical Therapist Assistants work in a wide variety of settings including hospitals, rehabilitation clinics, out-patient facilities, schools, and nursing homes.

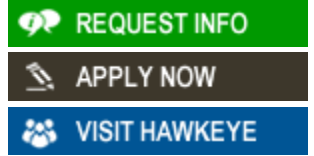
Placement

Starting wages: \$30,500-\$44,000 per year*

Physical therapist assistant is one of the fastest growing occupations in Iowa

* Source: Iowa Workforce Development

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Physical Therapist Assistant Admission Requirements

The Physical Therapist Assistant program at Hawkeye is considered a 1+1 model. Students must complete separate admissions processes for Phase I and Phase II.

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Basic Skill Competencies Requirements

Option 1

Score at least the following scores on any combination of the below assessment options:

ACT sub scores	COMPASS scores	ASSET scores	ACCUPLACER scores
19 - Reading	82 - Reading	38 - Reading	90 - Reading
19 - English	65 - Writing	40 - Writing	98 - Sentence Skills
19 - Math	42 - Algebra	40 - Elementary Algebra	103 - Arithmetic OR 97 - Elementary Algebra

Applicants can take the [ACT assessment](#) or the [COMPASS assessment](#) at Hawkeye. Pre-registration is required.

Option 2

Complete all of the following college success courses with a "C" grade or higher at Hawkeye Community College or comparable courses at another accredited college:

- ENG061 College Preparatory Writing II
- RDG040 College Preparatory Reading III
- MAT063 Elementary Algebra

Option 3

Any combination of the above fulfilling the basic skills requirements of algebra, reading, and writing.

Phase I Admissions Process

1. [Apply for admission](#).
2. Completed applicant files (we have your application, transcripts, and test scores) will be processed as follows:
 - a. Applicants not meeting the program's basic skill competencies requirements will be sent an admissions inactivation letter.
 - b. Applicants meeting the program's basic skill competencies requirements will be considered Physical Therapist Assistant Wait students and will be able to take Phase I courses.

Being a "Wait" student does not guarantee Phase II acceptance.

Phase II Program Entrance Requirements

Before applying to Phase II of the program, applicants must complete the following requirements.

1. One semester of high school physics with a grade "C" or better is required. A full year of high school physics is suggested.

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If you currently attend an Iowa high school that does not offer physics or you cannot work it into your schedule, discuss the possibility of taking physics through the Iowa Communications Network with your high school guidance counselor.

OR

If you have graduated from high school, a remedial course at the high school or college level will be required to fulfill this entrance requirement. A high school level course is available for post-high school students. Contact the program advisor for more information.

2. We recommend applicants complete one year of the following high school courses, or one semester of a college-level comparable course, with a "C" grade or higher, however, these courses are not required for admission.
 - Math (algebra or geometry)
 - Biology
 - English

3. Proof of completion of a total of 24 observation hours with a licensed physical therapist or physical therapist assistant at three different clinical sites (eight hours per site).

Observations must include at least two different types of facilities (example: outpatient, hospital inpatient, home health, rehab center, or long-term care).

Arranging observations is the responsibility of the student. You will need to call the facility ahead of time to arrange an observation. Don't forget to ask about any requirements you must meet in order to observe and the dress code.

Document the observations on the [Pre-Admission Observation Hours form \[pdf\]](#). Return the form with your Phase II application.

4. Attend a PTA.W MORE session if attending classes at Hawkeye or an interview with a Physical Therapist Assistant faculty member if transferring in all of Phase I coursework. Contact the program advisor to schedule an interview.
5. At least 18 credits of [Phase I coursework](#) must be completed with the required cumulative GPA and individual course grades prior to applying for Phase II of the program.
6. All [Phase I coursework](#) must be completed by the end of the spring term that precedes Phase II.

Phase II Admissions Process

1. To be considered for Phase II acceptance, applicants must have completed all of the following:
 - a. [Phase I Admissions Process](#)
 - b. [Phase II program entrance requirements](#)
 - c. Phase II PTA Program Application Packet. You can get your Phase II application packet outside of [Health Education and Services Center](#) 208 or by emailing the program advisor.

[Phase 2 Application Checklist \[pdf\]](#): this form was created to help applicants complete their Phase II program applicant file. You do not need to submit this form in your Application Packet.

2. Phase II applicants will continue with Phase II of the program as openings are assigned. Students will be notified of their acceptance or non-acceptance via their [Hawkeye email](#).
3. We accept approximately 20 students into Phase II each Fall Semester. Applicants will be accepted based on the initial date of their completed Phase II applicant file.
4. If necessary, alternates will be contacted, based on the date the Phase II program applicant file was completed, to fill unconfirmed positions in the program.

Physical Therapist Assistant Courses

Award: Associate of Applied Science (AAS)

Program Start: Fall only

The **Physical Therapist Assistant program** requires a mix of general education and hands-on courses. The following list of courses is from the current catalog year, organized in the suggested sequence of study for a full-time student, and is subject to change.

If you are a **current student** your program requirements may be different than those listed for the current catalog year. [View your Program Evaluation](#) to see your specific program requirements and to search and register for classes.

Phase I – Foundational Coursework

Phase I Notes

- Students are not eligible for the Iowa Vocational Technical Tuition Grant while taking Phase I courses.
- A minimum cumulative GPA of 2.75 is required for Phase I with no lower than a:
 - "B-" in BIO168 Human Anatomy and Physiology I w/lab,
 - "B-" in BIO173 Human Anatomy and Physiology II w/lab, and
 - "C" in any individual Phase I general education course.
- BIO168 and BIO173 must have been completed within the last five years of starting Phase II, unless waived by the program chair.

Semester 1 – Fall

BIO168	Human Anatomy and Physiology I w/Lab	4
CSC110	Introduction to Computers	3
ENG105	Composition I	3
HSC113	Medical Terminology for Health Sciences	2
PSY111	Introduction to Psychology	3
SOC110	Introduction to Sociology	3

[View Course Descriptions](#)

Total Credits 18

Semester 2 – Spring

BIO173	Human Anatomy and Physiology II w/Lab	4
MAT110	Math for Liberal Arts	3
PSY121	Developmental Psychology	3
SOC205	Diversity in America	3
SPC101	Fundamentals of Oral Communication	3

[View Course Descriptions](#)

Total Credits 16

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Phase II – Technical Courses and Clinical Experience

Phase II Notes

- Phase II must be completed at full-time status.
- Students will complete Phase II in approximately 12 months.
- Before students can begin Phase II they must complete the [Phase II admissions process](#) by the end of the spring semester that precedes the fall start of Phase II.
- Students must earn a grade of “C” or higher in all of their Phase II coursework. Less than a “C” is considered failing.

Students may not progress with other course work until a failed course is retaken.

Students may only fail one Phase II course; failing more than one course will be grounds for dismissal from the program.

Clinical Experience Requirements

Clinical experiences are completed off-campus. Sites may be local, in-state, or out-of-state. Students are responsible for their own transportation to and from clinical education, as well as any associated housing costs. Students will not be allowed to select specific sites for clinical education, but may make requests for special needs or geographical locations.

Participation in clinical education requires:

1. Criminal background, sex offender, and adult/dependent abuse background checks are required prior to the first day of Phase II courses. Failing a background check will result in dismissal from the program.
2. Students are required to complete CPR, HIPAA, First Aid, Mandatory Reporting, OSHA training prior to the first day of clinical course work. This training is part of Phase II courses.
3. Getting a physical exam and updated immunizations, including current hepatitis B series (unless signs waiver), MMR, and current tetanus. Polio and meningitis are also recommended. Current TB test results are required. This must be recorded on the Hawkeye Community College Student Health and Immunization Record form prior to the first day of Phase II courses.

A dress code for clinical education exists and may be dictated by the clinical site.

Semester 3 – Fall

PTA101	Introduction to PTA	2
PTA110	Fundamentals for PTA	3
PTA120	Kinesiology	3
PTA150	Pathophysiology	3
PTA194	Therapeutic Agents I	3
PTA211	Musculoskeletal I	3
PTA310	PTA Clinical I	1

[View Course Descriptions](#)

Total Credits 18

Semester 4 – Spring

PTA113	Fundamentals for PTA II	3
PTA195	Therapeutic Agents II	3

PTA212	Musculoskeletal II	3
PTA231	Therapeutic Exercise for PTA	3
PTA248	PTA Neurology	4
PTA285	PTA Professional Issues	1
PTA311	PTA Clinical II *	1

[View Course Descriptions](#)

Total Credits 18

* Clinical will begin one week prior to the start of Spring Semester.

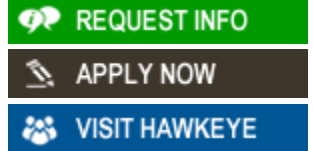
Semester 5 – Summer

PTA415	PTA Clinical III	5
PTA416	PTA Clinical IV	5

[View Course Descriptions](#)

Total Credits 10

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Practical Nursing

The Practical Nursing program prepares students for entry-level practice as licensed practical nurses. Approximately one-half of the instructional time is spent in actual clinical practice in hospitals and nursing homes under the supervision of nursing instructors.

Students are trained in nursing fundamentals, growth and development, pharmacology, anatomy and physiology, medical surgical nursing including gerontology, maternal-child nursing, and mental health concepts.

Graduates are eligible to take the national and state/regional examinations for licensure, which is required to practice in any state. A social security number is required in order to take exams and apply for licensure.

Continuing Education Ladder Concept of Nursing Education

Qualified graduates are eligible to progress to the [Associate Degree Nursing program](#).

Accreditation

Hawkeye's Practical Nursing program is approved by the Iowa Board of Nursing and the Commission on Institutes of the North Central Association.

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Practical Nursing Careers

Graduates often work in settings such as hospitals, long-term care facilities, clinics, and physicians' offices.

Placement

Starting Wages: \$31,000 - \$37,000 per year*

Iowa Workforce Development forecasts more than 330 openings each year for licensed practical nurses through 2020.

Licensed practical nursing is one of the top occupations in Iowa with the most job openings.

*Source: Iowa Workforce Development

Employers

Allen Memorial Hospital	Waterloo, IA
Cedar Falls Lutheran Home	Cedar Falls, IA
Waverly Health Center	Waverly, IA
Western Home Communities	Cedar Falls, IA
Wheaton Franciscan Hospitals	Waterloo, IA Cedar Falls, IA

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Practical Nursing Admission Requirements

Admission into the Practical Nursing Program is a three step process. Applicants must complete each step for full admittance into the program.

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Step 1 – Basic Skill Competencies Requirements

Option 1

Score at least the following scores on any combination of the below assessment options:

ACT sub scores	COMPASS scores	ASSET scores	ACCUPLACER scores
19 - Reading	82 - Reading	38 - Reading	90 - Reading
19 - English	65 - Writing	40 - Writing	98 - Sentence Skills
19 - Math	42 - Algebra	40 - Elementary Algebra	103 - Arithmetic OR 97 - Elementary Algebra

AND completion of one year of high school biology or equivalent with a grade of "C" or higher in each semester.

Applicants can take the [ACT assessment](#) or the [COMPASS assessment](#) at Hawkeye. Pre-registration is required.

Option 2

Complete all of the following college success courses with a "C" grade or higher at Hawkeye Community College or comparable courses at another accredited college:

- ENG061 College Preparatory Writing II
- RDG040 College Preparatory Reading III
- MAT063 Elementary Algebra
- BIO042 Prep. Science for Health Careers

Option 3

Any combination of the above fulfilling the basic skills requirements of algebra, reading, writing, and biology.

Step 2 – Complete TEAS Test

Complete the [Test for Essential Academic Skills \(TEAS\)](#) with a composite score of 64% or higher.

Applicants are not allowed to retake the TEAS once a minimum composite score of 64% is achieved.

A fee is assessed at Hawkeye for the TEAS test.

Step 3 – Practical Nursing Point System

Upon completion of Steps 1 and 2, applicants are placed on the Eligible for Acceptance list. Applicants will be prioritized on the list based on the total number of points awarded. Applicants with the highest points will be given priority admission to the program.

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Practical Nursing Point System Criteria	Points Awarded
ACT Composite of 22 or higher	2
ACT Composite of 19-21	1
High School Cumulative GPA 3.50 or higher	3
High School Cumulative GPA 3.00 – 3.49	2
High School Cumulative GPA 2.50 – 2.99, GED or HiSET test passing rate, High School Cumulative GPA from a grading scale other than 4.00	1
High School Cumulative GPA 2.49 or below	0
Master of Arts or Master of Science Degree OR	3
Bachelor of Arts or Bachelor of Science Degree OR	2
Associate in Arts or Associate in Science Degree	1
Complete ALL of the following general education courses: <ul style="list-style-type: none"> • BIO159 Fundamentals of Anatomy & Physiology OR BIO168 Human Anatomy & Physiology I AND BIO173 Human Anatomy & Physiology II • PSY111 Introduction to Psychology • COM781 Written Comm. in the Workplace OR ENG105 Composition I 	
Cumulative GPA of 3.50 or higher for above general education courses	3
Cumulative GPA between 3.00 – 3.49 for above general education courses	2
AND, if applicant has never repeated any of the above general education courses	1
Complete both of the following courses with a grade of “C” or higher and has not repeated either course: <ul style="list-style-type: none"> • PNN270 Intro. to Nutrition OR BIO151 Nutrition AND <ul style="list-style-type: none"> • PNN343 Nursing Perspectives Through the Lifespan OR PSY121 Developmental Psychology 	1

Admissions Process

1. Apply for admission.
2. Completed applicant files (we have your application, transcripts, and test scores) will be processed as follows:
 - a. Applicants meeting the program's admission requirements will be sent an admissions inactivation letter.
 - b. Applicants enrolled in coursework to complete Option II or combination of I and II, in Step 1 will become candidates.
 - c.

Upon completion of Step 1 and Step 2, applicants will be placed on the Eligible for Acceptance list. Placement on the list is determined by the highest point total earned from the Nursing criteria.

3. We accept approximately 64 applicants each Fall and Spring Semester.
4. If necessary, alternates will be contacted to fill unconfirmed positions in the program. Alternates will be given priority for the next term.

Hawkeye's Equal Opportunity Statement

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Practical Nursing Courses

Award: Diploma

Program Start: Fall, Spring

Enrollment Status: Full-time or part-time

The **Practical Nursing program** requires a mix of general education and hands-on courses. The following list of courses is from the current catalog year, organized in the suggested sequence of study for a full-time student, and is subject to change.

Part-time students, visit with a program advisor for a modified sequence of study.

If you are a current student your program requirements may be different than those listed for the current catalog year. [View your Program Evaluation](#) to see your specific program requirements and to search and register for classes.

Required Background Screenings to Participate in Clinicals

As a student in a health program at Hawkeye Community College you will be required to complete the following background screenings to participate in clinicals:

- a criminal background check,
- sex offender registry,
- child abuse registry, and
- dependent adult registry.

The outcome could possibly affect your opportunities to participate in the clinical setting.

Program Notes

- General education courses, marked as gen ed **GEN ED**, can be completed during any semester and are recommended to be completed before full admittance into the program.
- You must be CPR certified and have a health physical on file at Hawkeye prior to the first day of clinical course work.
- You must achieve a minimum "C" grade in all courses required to complete the program.

Semester 1

BIO159	Fundamentals of Anatomy and Physiology -OR-	GEN ED	3
BIO168	Human Anatomy and Physiology I w/Lab -AND-		4
BIO173	Human Anatomy and Physiology II w/Lab		4
PNN103	Nursing Calculations		2
PNN132	Nursing Fundamentals I -OR-		3
PNN100	Nursing Assistant		3
PNN133	Nursing Fundamentals II		3
PNN161	Introduction to Client Care		1
PNN270	Introduction to Nutrition	GEN ED	2
PSY111	Introduction to Psychology	GEN ED	3

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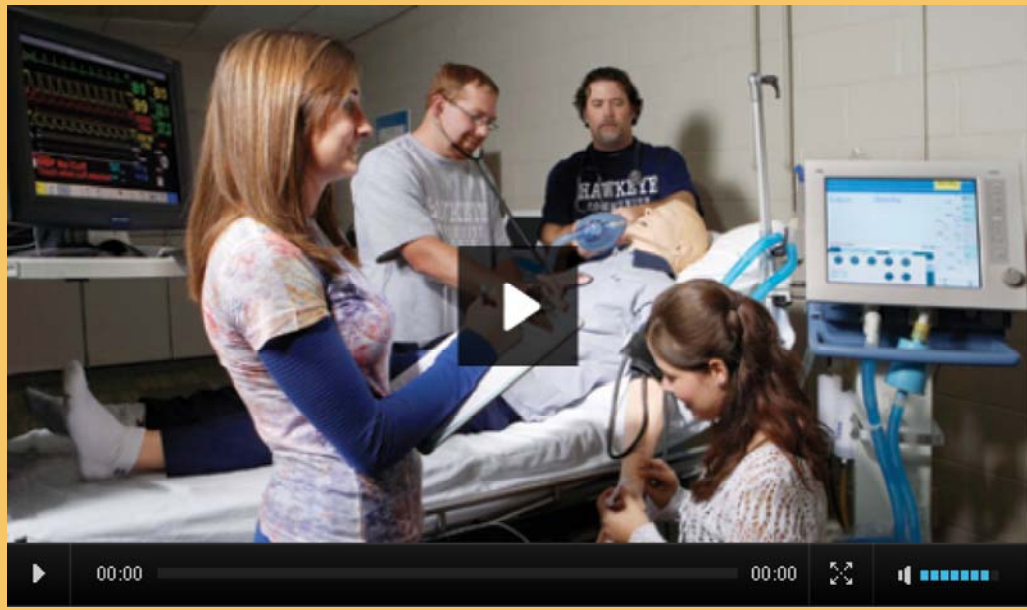
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Semester 2

COM781	Written Communication in the Workplace -OR-	GEN ED	3
ENG105	Composition I		3
PNN541	Medical Surgical Nursing A		5
PNN542	Medical Surgical Nursing B		5
PNN543	Foundations of Clinical Practices		3

Semester 3

PNN311	PN Issues and Trends		1
PNN343	Nursing Perspectives Through the Lifespan		3
PNN401	Mental Health Nursing		1
PNN431	Maternal Child Nursing I		2
PNN722	Fundamentals of Nursing Clinical		2



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Respiratory Care

The Respiratory Care program prepares students for employment in the diagnosis and treatment of patients with deficiencies and abnormalities associated with the cardiopulmonary system.

Duties may include electrocardiograms, arterial blood gases, nebulizer treatments, ventilator management, oxygen therapy, pulmonary function tests, and sleep studies.

Students learn through classroom instruction, laboratory experience, simulations, supervised clinical experience at local and regional hospitals and other health care settings, and an eight-week practicum (internship) at a healthcare facility.

Graduates are eligible to take the national examination for licensure, which is required to practice in any state. A social security number is required in order to take exams and apply for licensure.

Accreditation

The Respiratory Care program, Associate of Applied Science, is accredited by the [Commission on Accreditation for Respiratory Care](#).

Commission on Accreditation for Respiratory Care
1248 Harwood Road
Bedford, TX 76021-4244
817-283-2835

[Programmatic Outcomes Data](#)

Transfer Information

Students in the Respiratory Care program interested in continuing their education should visit with a program advisor.

Respiratory Care Careers

Graduates find employment in a variety of settings including:

- acute care hospitals
- sub-acute and long-term care facilities
- pulmonary function labs
- sleep centers
- home care

Placement

Starting Wages: \$40,000 - \$48,000 per year*

Respiratory therapist is one of the fastest growing occupations in Iowa.

*Source: Iowa Workforce Development

Employers

Allen Memorial Hospital	Waterloo, IA
American Home Patient	All locations in Iowa & Wisconsin
Harmony House Health Care Center	Waterloo, IA
Mayo Clinic	Rochester, MN
Mercy Medical Center - North Iowa	Mason City, IA
Midwest Sleep Services	Waterloo, IA
Sumner Memorial Hospital	Sumner, IA
University of Iowa Hospital and Clinics	Iowa City, IA
Wheaton Franciscan Hospitals	Waterloo, IA Cedar Falls, IA



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Respiratory Care Admission Requirements

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Basic Skill Competencies Requirements

Option 1

Score at least the following scores on any combination of the below assessment options:

ACT sub scores	COMPASS scores	ASSET scores	ACCUPLACER scores
19 - Reading	82 - Reading	38 - Reading	90 - Reading
19 - English	65 - Writing	40 - Writing	98 - Sentence Skills
19 - Math	42 - Algebra	40 - Elementary Algebra	103 - Arithmetic OR 97 - Elementary Algebra

Applicants can take the [ACT assessment](#) or the [COMPASS assessment](#) at Hawkeye. Pre-registration is required.

Option 2

Complete all of the following college success courses with a "C" grade or higher at Hawkeye Community College or comparable courses at another accredited college:

- ENG061 College Preparatory Writing II
- RDG040 College Preparatory Reading III
- MAT063 Elementary Algebra

Option 3

Any combination of the above fulfilling the basic skills requirements of algebra, reading, and writing.

Admissions Process

1. [Apply for admission](#).
2. Completed applicant files (we have your application, transcripts, and test scores) will be processed as follows:
 - a. Applicants meeting the program's admission requirements will be sent an admissions inactivation letter.
 - b. Applicants meeting all admission requirements will be accepted and tracked while taking the first and second semester prerequisite courses. Upon completion of this coursework with the required cumulative GPA, students will be able to register for RCP courses.
3. We accept approximately 30 students and 10 alternates each Fall Semester. The program accepts approximately 20 students each summer to the RCP professional core courses. Applicants will be accepted based on the date their completed applicant file. If many students share the same date for completing their applicant files, the application date will be used to prioritize their acceptance.
4. If necessary, alternates will be contacted to fill unconfirmed positions in the program. Alternates will be given priority for the next term.

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Respiratory Care Courses

Award: Associate of Applied Science (AAS)

Program Start: Fall only

The **Respiratory Care program** requires a mix of general education and hands-on courses. The following list of courses is from the current catalog year, organized in the suggested sequence of study for a full-time student, and is subject to change.

If you are a current student your program requirements may be different than those listed for the current catalog year. [View your Program Evaluation](#) to see your specific program requirements and to search and register for classes.

Required Background Screenings to Participate in Clinicals

As a student in a health program at Hawkeye Community College you will be required to complete:

- a criminal background check,
- sex offender registry,
- child abuse registry, and
- dependent adult registry.

The outcome could possibly affect your opportunities to participate in the clinical setting.

Program Notes

- Students are not eligible for the Iowa Vocational Technical Tuition Grant while taking the prerequisite courses.
- Students must complete all prerequisite courses with a 2.75 cumulative GPA prior to registering for RCP courses.
- Students must achieve a minimum "C" grade in all courses required to complete the program.

Prerequisites – Fall


BIO168	Human Anatomy and Physiology I w/Lab	4
CHM122	Introduction to General Chemistry	4
CSC110	Introduction to Computers	3
HSC113	Medical Terminology for Health Sciences	2
MAT110	Math for Liberal Arts	3

[View Course Descriptions](#)

Total Credits 16

Prerequisites – Spring

BIO173	Human Anatomy and Physiology II w/Lab	4
BIO185	Microbiology w/lab	3
ENG105	Composition I	3
PSY111	Introduction to Psychology	3

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[View Course Descriptions](#)**Total Credits 16****Semester 1 – Summer**

RCP100	Introduction to Respiratory Care	3
RCP260	Airway Maintenance Procedures	4

[View Course Descriptions](#)**Total Credits 7****Semester 2 – Fall**

RCP315	Cardiopulmonary Therapeutics	4
RCP350	Pulmonary Pathology	3
RCP561	Intro to Ventilator Support	3
RCP600	Neonatal/Pediatric Respiratory	3
RCP680	Clinical Respiratory Care	4

[View Course Descriptions](#)**Total Credits 17****Semester 3 – Spring**

RCP410	Cardiopulmonary Diagnostics	3
RCP565	Intensive Respiratory Care	3
RCP690	Clinical Intensive Care	8
RCP875	Respiratory Care Applications	2

[View Course Descriptions](#)**Total Credits 16****Semester 4 – Summer**

RCP900	Clinical Preceptor	4
RCP910	Respiratory Care RRT Review	2

[View Course Descriptions](#)**Total Credits 6**[College Catalog | Next Page >](#)



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Alternative Energy Technology

The Alternative Energy Technology program prepares students to work in the many career fields related to energy analysis, conservation, production, installation, maintenance, and use.

The program provides a good foundation essential to many maintenance and service occupations. Students will utilize electrical and electronic controls to monitor energy loss and improve system energy efficiency. They receive hands-on training in solar, wind, and fluid power and develop knowledge of power generation and delivery systems.

Students will possess the fundamental knowledge of electrical, mechanical, and electromechanical energy consuming and producing systems.

Industry

Alternative or renewable energy technologies produce sustainable, clean energy from sources such as the sun, wind, and water. In 2012, renewable sources of energy accounted for about 12% of total electricity generation in the United States. The growth of new energy technologies will strengthen our nation's energy security, improve environmental quality, and contribute to a strong energy economy.

*Source: U.S. Department of Energy, Energy Information Administration

Transfer Information

Students in the Alternative Energy Technology program interested in continuing their education should contact a program advisor.

Alternative Energy Technology Careers

Graduates find employment working as electrical energy technicians, energy auditors, wind farm technicians, photovoltaic and wind system installers, and industrial maintenance workers.

Graduates may be employed by public utility companies, alternative energy system manufacturers, energy management companies, and heating and cooling contractors.

Placement

Starting Wages: \$31,000 - \$42,500 per year*

As the energy industry shifts, a large workforce will be needed in the area of alternative energy technology.

*Source: Iowa Workforce Development

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Alternative Energy Technology Admission Requirements

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Basic Skill Competencies Requirements

Option 1

Score at least the following scores on any combination of the below assessment options:

ACT sub scores	COMPASS scores	ASSET scores	ACCUPLACER scores
14 - Math	24 - Pre-Algebra	38 - Numerical	40 - Arithmetic
19 - Reading	82 - Reading	38 - Reading	90 - Reading
19 - English	65 - Writing	40 - Writing	98 - Sentence Skills

Applicants can take the [ACT assessment](#) or the [COMPASS assessment](#) at Hawkeye. Pre-registration is required.

Option 2

Complete all of the following college success courses with a "C" grade or higher at Hawkeye Community College or comparable courses at another accredited college:

- ENG-061 College Preparatory Writing II
- RDG-040 College Preparatory Reading III
- MAT-045 Fundamentals of Math

Option 3

Any combination of Option 1 and Option 2 fulfilling the basic skills requirements of algebra, reading, and writing.

Admissions Process

1. [Apply for admission](#).
2. Completed applicant files (we have your application, transcripts, and test scores) will be processed as follows:
 - a. Applicants not meeting the program's admission requirements will be sent an Admissions Inactivation Letter.
 - b. Applicants meeting all admission requirements will be accepted.
3. We accept approximately 20 students and 20 alternates. Applicants will be accepted based upon the initial date of their completed applicant file. If many students share the same date for completing their applicant files; the application date, if needed, will be used to prioritize their acceptance.
4. If necessary, alternates will be contacted to fill unconfirmed positions in the program. Alternates will be given priority for the next term.

[Hawkeye's Equal Opportunity Statement](#)

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Alternative Energy Technology Courses

Award: Associate of Applied Science (AAS)

Program Start: Fall only

Enrollment Status: [Full-time or part-time](#)

The **Alternative Energy Technology program** requires a mix of general education and hands-on courses. The following list of courses is from the current catalog year, organized in the suggested sequence of study for a full-time student, and is subject to change.

Part-time students, visit with a program advisor for a modified sequence of study.

If you are a current student your program requirements may be different than those listed for the current catalog year. [View your Program Evaluation](#) to see your specific program requirements and to search and register for classes.

Semester 1

CON102	Introduction to Residential Construction	2
CON302	Building Science I	1
ELT139	Electrical Systems	3
ELT149	Advanced Electrical Systems	2
ENV170	Photo-Voltaics and Hybrid Electrical Systems	2
IND111	Industrial Safety Mechanical Systems	1
IND181	Heating, Ventilating, and Air Conditioning Systems	2
MAT772	Applied Math -OR-	3
MAT110	Math for Liberal Arts -OR-	3
MAT122	College Algebra -OR-	5
MAT128	Precalculus -OR-	4
MAT778	Applied Geometry/ Trigonometry	3

[View Course Descriptions](#)

Total Credits 16

Semester 2

COM781	Written Communication in the Workplace -OR-	3
ENG105	Composition I	3
EGT140	Fluid Power	2
EGT420	PLTW - Digital Electronics	3
ELE194	Power Generators & Transformers	2
ELT215	Motors and Controls	2
ELT234	PLC Programming	2
ENV185	Photovoltaic Solar Systems	2

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Semester 3

EGT144	Fluid Power Applications	2
ELT156	Industrial Electronics	5
ELT240	PLCs II	2
ELT802	Electronics Design Project I	1
HCR126	Solar Thermal Installation	2
PSY102	Human and Work Relations -OR-	3
PSY111	Introduction to Psychology -OR-	3
SOC110	Introduction to Sociology	3
WTT103	Wind Turbine Fundamentals	2

[View Course Descriptions](#)**Total Credits 17****Semester 4**

EGT152	Advanced Fluid Power and Servo Systems	2
ELT701	Embedded Processors	3
ELT736	Instrumentation and Control	2
ELT803	Electronics Design Project II	1
ENV155	Residential Energy Auditing	4
SPC101	Fundamentals of Oral Communication	3
WTT144	Wind Turbine System Controls	3

[View Course Descriptions](#)**Total Credits 18**[College Catalog | Next Page >](#)



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Civil and Construction Engineering Technology

The Civil and Construction Engineering Technology program prepares students for entry-level work with civil engineers, contractors, architects, and government agencies at the city, county, and state levels as well as the public. Civil engineering technicians apply the theories and principles of civil engineering technology and surveying technology in planning, designing, and overseeing construction and maintenance of structures and facilities. They do hands-on work and use high-tech equipment under the direction of engineering staff or physical scientists.


Transfer Information


Hawkeye's Industrial and Engineering Technology Department has a block articulation agreement with the University of Northern Iowa as well as Mount Mercy University to transfer general education and technical credits. Many graduates have transferred substantial credits into the Construction Management program at UNI and the Civil Engineering program at Iowa State University. For more information, contact a program advisor.


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Civil and Construction Engineering Technology Careers

Graduates find employment working as CAD drafters, designers, environmental technicians, surveyors, construction inspectors, material testing technicians, estimators, and supervisors in public works and private sector jobs.

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Placement

Starting Wages: \$34,500 - \$49,000 per year*

*Source: Iowa Workforce Development

Employers

Black Hawk County Engineer's Office	Waterloo, IA
City of Waterloo Engineer's Office	Waterloo, IA
EarthTech/AECom	Waterloo, IA
Fot Infrastructure and Environment LLC	Cedar Rapids, IA Des Moines, IA
Iowa Department of Transportation	Ames, IA
Peterson Contractors, Inc.	Reinbeck, IA
Terracon Consultants	Cedar Falls, IA Cedar Rapids, IA

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Civil and Construction Engineering Technology Admission Requirements

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Basic Skill Competencies Requirements

Option 1

Score at least the following scores on any combination of the below assessment options:

ACT sub scores	COMPASS scores	ASSET scores	ACCUPLACER scores
19 - Math	42 - Algebra	38 - Reading	90 - Reading
19 - Reading	82 - Reading	40 - Writing	98 - Sentence Skills
19 - English	65 - Writing	40 - Elementary Algebra	103 - Arithmetic OR 97 - Elementary Algebra

Applicants can take the [ACT assessment](#) or the [COMPASS assessment](#) at Hawkeye. Pre-registration is required.

Option 2

Complete all of the following college success courses with a "C" grade or higher at Hawkeye Community College or comparable courses at another accredited college:

- ENG061 College Preparatory Writing II
- RDG040 College Preparatory Reading III
- MAT063 Elementary Algebra

Option 3

Any combination of Option 1 and Option 2 fulfilling the basic skills requirements of algebra, reading, and writing.

Admissions Process

1. [Apply for admission](#).
2. Completed applicant files (we have your application, transcripts, and test scores) will be processed as follows:
 - a. Applicants who do not meet the program's admission requirements will be sent an admissions inactivation letter.
 - b. Applicants meeting all admission requirements will be accepted.
3. We accept approximately 24 students and 20 alternates each Fall Semester. Applicants will be accepted based on the date their completed applicant file. If many students share the same date for completing their applicant files, the application date will be used to prioritize their acceptance.
4. If necessary, alternates will be contacted to fill unconfirmed positions in the program. Alternates will be given priority for the next term.

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Civil and Construction Engineering Technology Courses

Award: Associate of Applied Science (AAS)

Program Start: Fall only

Enrollment Status: [Full-time or part-time](#)


The **Civil and Construction Engineering Technology program** requires a mix of general education and hands-on courses. The following list of courses is from the current catalog year, organized in the suggested sequence of study for a full-time student, and is subject to change.


Part-time students, visit with a program advisor for a modified sequence of study.


If you are a current student your program requirements may be different than those listed for the current catalog year. [View your Program Evaluation](#) to see your specific program requirements and to search and register for classes.

Semester 1		
CAD105	CAD I	2
CET122	Construction Drawings and Contracts	2
DRF113	Fundamentals of Technical Drafting	3
EGT460	Civil Engineering and Architecture	3
ELT192	Introduction to EET Computer Science	3
MAT744	Technical Math -OR-	4
MAT122	College Algebra	5
View Course Descriptions		Total Credits 17

Semester 2		
CET142	PC Concrete, HMA, and Testing	3
CET160	Surveying	3
CET182	Structural Detailing Using CAD	2
CET253	Fundamentals of Construction Estimating	3
COM781	Written Communication in the Workplace -OR-	3
ENG105	Composition I	3
MAT747	Technical Math II -OR-	4
MAT128	Precalculus -OR-	4
MAT134	Trigonometry and Analytic Geometry	3

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[View Course Descriptions](#)

Total Credits 18

Semester 3

CET213	Route Surveying/Roadway Design	3
CET223	Soils, Testing and Foundations	3
CON266	Construction Safety	3
EGT243	Statics and Strength of Materials	3
PHY162	College Physics I	4
PSY102	Human and Work Relations -OR-	3
PSY111	Introduction to Psychology -OR-	3
SOC110	Introduction to Sociology	3

[View Course Descriptions](#)

Total Credits 19

Semester 4

CET133	Construction Methods and Resources	3
CET233	Fundamentals of GPS and GIS	3
CET256	Land Surveying	3
CET262	Environmental Technology	3
CET285	Structural Steel/Reinforced Concrete Design	3
SPC101	Fundamentals of Oral Communication	3

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Total Credits 18

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CNC Machining and Tool-Making Technology

The CNC Machining and Tool-Making Technology program provides students with the entry-level skills to become a general machinist, a CNC operator or programmer, or a tool-maker. During the second year, students gain hand-on experience in tool-making, die building, mold making, jig and fixture building, tool room machining, and basic design skills. They are also introduced to manual and coordinate-measuring machine (CMM) inspection. Upon completion of the two-year program, students earn an Associate of Applied Science degree.

During the first year, students have the opportunity to complete various levels of this program to meet our rising local need. They gain experience with basic machining on manual and computer-numerical control (CNC) machines, computer-aided drafting (CAD) and computer-aided machining (CAM) programming, lathes, mills, and electrical-discharges machines (EDM). Students can earn a [diploma in CNC Machining Technology](#), a [certificate as a CNC Machine Operator](#), or a [certificate as a CNC Machine Set-Up Specialist](#).

Evening Program

Earn your [CNC Machine Operator Certificate in the evening](#). Classes run Monday through Thursday from 3:30-8:50pm. Program starts in the Spring Semester.

Once you have earned your certificate, you can continue your studies to earn an associate's degree and bachelor's degree.

Financial Assistance

Financial assistance is available for qualifying students in the CNC Machine Operator program in the evening.

The Hy-Pro Program is a school to work program. Through a forgivable loan, Hy-Pro pays 100% of Hawkeye's tuition and fees after the completion of each semester. Students in the program will earn their certificate and continue their studies to earn an Associate in Applied Science degree in CNC Machining and



Tool-Making Technology. Upon earning their AAS degree, participants agree to work two years at Hy-Pro to repay the forgivable loan in full.

Partnerships

Hawkeye has a partnership with many local area high schools and local businesses through [EMC²](#) ([Exploring Manufacturing Careers Consortium](#)) to facilitate a school-to-work program.

Transfer Information

Hawkeye Community College has a block articulation with the University of Northern Iowa to transfer general education and technical credits. For more information, contact a program advisor.

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CNC Machining and Tool-Making Technology Careers

Graduates find employment working in a variety of positions including:

- tool-maker
- CNC machinist
- CNC machine operator
- CNC set-up specialist

Starting Wages: \$32,000 - \$40,000 per year*

Many graduates in this field work overtime and are not included in the above starting wages.

*Source: As reported by the Industrial and Engineering Technology department.

Employers

Black Hawk Engineering	Cedar Falls, IA
Criterion Inc.	Waterloo, IA
Geater Machining and Manufacturing, Co.	Independence, IA
GMT Corporation	Waverly, IA
Hawkeye Tool & Die	Jesup, IA
Iowa Laser Technology	Cedar Falls, IA
John Deere	Waterloo, IA
Viking Pump	Cedar Falls, IA

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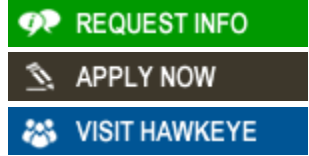
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CNC Machining and Tool-Making Technology Admission Requirements



Basic Skill Competencies Requirements

Option 1

Score at least the following scores on any combination of the below assessment options:

ACT sub scores	COMPASS scores	ASSET scores	ACCUPLACER scores
14 - Math	24 - Pre-Algebra	38 - Numerical	40 - Arithmetic
16 - Reading	69 - Reading	34 - Reading	62 - Reading
13 - English	20 - Writing	31 - Writing	48 - Sentence Skills

Applicants can take the [ACT assessment](#) or the [COMPASS assessment](#) at Hawkeye. Pre-registration is required.

Option 2

Complete all of the following college success courses with a "C" grade or higher at Hawkeye Community College or comparable courses at another accredited college:

1. MAT045 Fundamentals of Math
2. RDG-039 College Preparatory Reading II
3. Review in Writing at Metro Campus

Option 3

Any combination of the above fulfilling the basic skills requirements of algebra, reading, and writing.

Admissions Process

1. [Apply for admission](#).
2. Completed applicant files (we have your application, transcripts, and test scores) will be processed as follows:
 - a. Applicants not meeting the program's admission requirements will be sent an admissions inactivation letter.
 - b. Applicants who meet the program's admission requirements will be accepted.
3. We accept approximately 60 students and 20 alternates each Fall Semester. Applicants will be accepted based on the date of their completed applicant file. If many students share the same date for completing their applicant file, the application date will be used to prioritize acceptance.
4. If necessary, alternates will be contacted to fill unconfirmed positions in the program. Alternates will be given priority for the next term.

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CNC Machining and Tool-Making Technology Courses

Award: Associate of Applied Science (AAS)

Program Start: Fall only

Enrollment Status: Full-time or part-time

The **AAS degree program** requires a mix of general education and hands-on courses. The following list of courses is from the current catalog year, organized in the suggested sequence of study for a full-time student, and is subject to change.

Part-time students, visit with a program advisor for a modified sequence of study.

If you are a current student your program requirements may be different than those listed for the current catalog year. View your Program Evaluation to see your specific program requirements and to search and register for classes.

Program Options

AAS degree

CNC Machining Technology - Diploma

CNC Machine Operator - Certificate

CNC Machine Set-Up Specialist - Certificate

Evening - CNC Machine Operator - Certificate

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Semester 1

MAT772	Applied Math -OR- <u>Math Elective</u>	3
MFG122	Machine Trade Printreading I	3
MFG211	Basic Machine Theory	2
MFG222	Machine Operations I	4
MFG305	CNC Operations	2
MFG308	CNC Programming Theory -OR-	4
MFG157	Intro to CNC Programming I -AND-	2
MFG158	Intro to CNC Programming II	2

[View Course Descriptions](#)

Total Credits 18

Semester 2

COM781	Written Communication in the Workplace -OR-	3
ENG105	Composition I	3
MFG142	Geometric Dimensioning and Tolerancing	3
MFG214	Advanced Machine Theory	2
MFG228	Machine Operations II	4
MFG306	CNC Operations II	2
MFG309	CNC Programming Theory II	4

[View Course Descriptions](#)

Total Credits 18



Semester 3

MFG321	Computer Aided Machining	4
MFG363	Hydraulic Jigs and Fixtures	3
MFG380	EDM Fundamentals	2

[View Course Descriptions](#)**Total Credits 9****Semester 4**

MFG404	Basic Diemaking	6
MFG410	CAD Die Design	3
SPC101	Fundamentals of Oral Communication	3
WEL402	Tool Steel Welding and Heat Treatment	2

[View Course Descriptions](#)**Total Credits 14****Semester 5**

MFG107	Introduction to 3D Modeling	3
MFG430	Tooling Maintenance and Revision	4
MFG461	Plastics Materials	2
MFG525	CMM Inspection and SPC	3
PSY102	Human and Work Relations -OR-	3
PSY111	Introduction to Psychology -OR-	3
SOC110	Introduction to Sociology	3

[View Course Descriptions](#)**Total Credits 15****Math Electives**

MAT110	Math for Liberal Arts	3
MAT122	College Algebra	5
MAT128	Precalculus	4
MAT134	Trigonometry and Analytic Geometry	3
MAT156	Statistics	3
MAT210	Calculus I	4
MAT216	Calculus II	4
MAT219	Calculus III	4

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CNC Machining Technology Diploma Courses

Award: Diploma

Program Start: Fall only

Enrollment Status: Full-time or part-time

The **CNC Machining Technology - Diploma program** requires a mix of general education and hands-on courses. The following list of courses is from the current catalog year, organized in the suggested sequence of study for a full-time student, and is subject to change.

Part-time students, visit with a program advisor for a modified sequence of study.

If you are a current student your program requirements may be different than those listed for the current catalog year. [View your Program Evaluation](#) to see your specific program requirements and to search and register for classes.

Program Options

[AAS degree](#)

[CNC Machining Technology - Diploma](#)

[CNC Machine Operator - Certificate](#)

[CNC Machine Set-Up Specialist - Certificate](#)

[Evening - CNC Machine Operator - Certificate](#)

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Semester 1

MAT772	Applied Math -OR- <u>Math Elective</u>	3 3
MFG122	Machine Trade Printreading I	3
MFG211	Basic Machine Theory	2
MFG222	Machine Operations I	4
MFG305	CNC Operations	2
MFG308	CNC Programming Theory -OR-	4
MFG157	Intro to CNC Programming I -AND-	2
MFG158	Intro to CNC Programming II	2

[View Course Descriptions](#)

Total Credits 18

Semester 2

COM781	Written Communication in the Workplace -OR-	3
ENG105	Composition I	3
MFG142	Geometric Dimensioning and Tolerancing	3
MFG214	Advanced Machine Theory	2
MFG228	Machine Operations II	4
MFG306	CNC Operations II	2
MFG309	CNC Programming Theory II	4

[View Course Descriptions](#)

Total Credits 18



Semester 3		
MFG321	Computer Aided Machining	4
MFG363	Hydraulic Jigs and Fixtures	3
MFG380	EDM Fundamentals	2
View Course Descriptions		Total Credits 9

Math Electives		
MAT110	Math for Liberal Arts	3
MAT122	College Algebra	5
MAT128	Precalculus	4
MAT134	Trigonometry and Analytic Geometry	3
MAT156	Statistics	3
MAT210	Calculus I	4
MAT216	Calculus II	4
MAT219	Calculus III	4
View Course Descriptions		

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CNC Machine Operator Certificate Courses

Award: Certificate

Program Start: Fall only

Enrollment Status: Full-time or part-time

The following list of courses is from the current catalog year, organized in the suggested sequence of study for a full-time student, and is subject to change.

Part-time students, visit with a program advisor for a modified sequence of study.

If you are a current student your program requirements may be different than those listed for the current catalog year. View your Program Evaluation to see your specific program requirements and to search and register for classes.

Program Options

AAS degree

CNC Machining Technology - Diploma

CNC Machine Operator - Certificate

CNC Machine Set-Up Specialist - Certificate

Evening - CNC Machine Operator - Certificate

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Semester 1

MAT772	Applied Math -OR- <u>Math Elective</u>	3
MFG122	Machine Trade Printreading I	3
MFG211	Basic Machine Theory	2
MFG222	Machine Operations I	4
MFG305	CNC Operations	2
MFG308	CNC Programming Theory -OR-	4
MFG157	Intro to CNC Programming I -AND-	2
MFG158	Intro to CNC Programming II	2

[View Course Descriptions](#)

Total Credits 18

Math Electives

MAT110	Math for Liberal Arts	3
MAT122	College Algebra	5
MAT128	Precalculus	4
MAT134	Trigonometry and Analytic Geometry	3
MAT156	Statistics	3
MAT210	Calculus I	4
MAT216	Calculus II	4
MAT219	Calculus III	4

[View Course Descriptions](#)



CNC Machine Set-Up Specialist Certificate Courses

Award: Certificate

Program Start: Fall only

Enrollment Status: Full-time or part-time

The following list of courses is from the current catalog year, organized in the suggested sequence of study for a full-time student, and is subject to change.

Part-time students, visit with a program advisor for a modified sequence of study.

If you are a current student your program requirements may be different than those listed for the current catalog year. [View your Program Evaluation](#) to see your specific program requirements and to search and register for classes.

Program Options

[AAS degree](#)

[CNC Machining Technology - Diploma](#)

[CNC Machine Operator - Certificate](#)

[CNC Machine Set-Up Specialist - Certificate](#)

[Evening - CNC Machine Operator - Certificate](#)

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Semester 1

MAT772	Applied Math -OR- <u>Math Elective</u>	3
MFG122	Machine Trade Printreading I	3
MFG211	Basic Machine Theory	2
MFG222	Machine Operations I	4
MFG305	CNC Operations	2
MFG308	CNC Programming Theory -OR-	4
MFG157	Intro to CNC Programming I -AND-	2
MFG158	Intro to CNC Programming II	2

[View Course Descriptions](#)

Total Credits 18

Semester 2

COM781	Written Communication in the Workplace -OR-	3
ENG105	Composition I	3
MFG142	Geometric Dimensioning and Tolerancing	3
MFG214	Advanced Machine Theory	2
MFG228	Machine Operations II	4
MFG306	CNC Operations II	2
MFG309	CNC Programming Theory II	4

[View Course Descriptions](#)

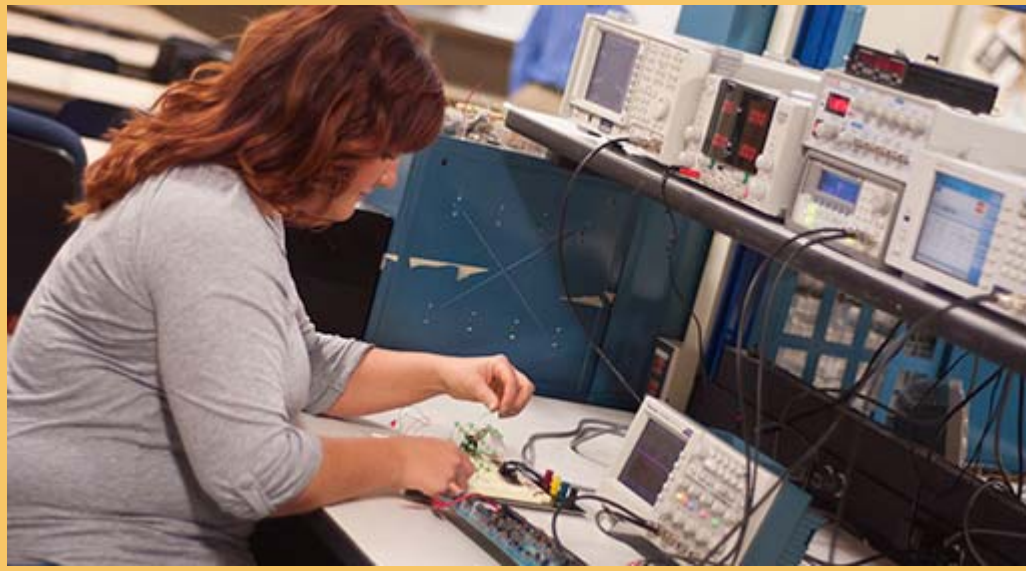
Total Credits 18

Math Electives

MAT110	Math for Liberal Arts	3
MAT122	College Algebra	5
MAT128	Precalculus	4
MAT134	Trigonometry and Analytic Geometry	3
MAT156	Statistics	3
MAT210	Calculus I	4
MAT216	Calculus II	4
MAT219	Calculus III	4

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Electronics Engineering Technology

The Electronics Engineering Technology program provides students with broad-based knowledge and skills in communications, electronics manufacturing, electronics maintenance, computer and business machine repair, electronics design and development, computer software, and networking.

Electronics engineering technicians work with electronics engineers. Together they design, develop, and manufacture industrial and consumer electronic equipment such as ultrasound, radar, navigational equipment, and computers. They are involved in fabricating, operating, testing, troubleshooting, repairing, and maintaining equipment.

Partnerships

The demand for trained electronics technicians is very strong. Hawkeye has a unique training partnership with John Deere to train and hire individuals.

Transfer Information

Hawkeye Community College has a block articulation with the University of Northern Iowa to transfer general education and technical credits. Other state and private four-year colleges may transfer credits. For more information, contact a program advisor.

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Electronics Engineering Technology Careers

Our graduates work in a variety of settings including:

- Medical electronics technician
- Electronics communication technician
- Electronics lab technician
- Manufacturing test technician
- Field service engineer
- Engineering technician
- Computer repair technician
- Computer software technician
- Business machine service technician
- Computer network technician
- Industrial maintenance technician
- Field engineers
- Sales engineers
- Quality assurance technicians

Placement

Starting Wages: \$35,500 - \$49,500 per year*

*Source: Iowa Workforce Development

Employers

ConAgra Foods	Waterloo, IA
DISTek Integration	Cedar Falls, IA
John Deere	Waterloo, IA
Randstad Technologies	Cedar Rapids, IA
RF Micro Devices	Cedar Rapids, IA
Rockwell Collins, Inc.	Cedar Rapids, IA
Skyworks	Cedar Rapids, IA
Target Distribution	Cedar Falls, IA

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Electronics Engineering Technology Admission Requirements

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Basic Skill Competencies Requirements

Option 1

Score at least the following scores on any combination of the below assessment options:

ACT sub scores	COMPASS scores	ASSET scores	ACCUPLACER scores
19 - Math	42 - Algebra	38 - Reading	90 - Reading
19 - Reading	82 - Reading	40 - Writing	98 - Sentence Skills
19 - English	65 - Writing	40 - Elementary Algebra	103 - Arithmetic OR 97 - Elementary Algebra

Applicants can take the [ACT assessment](#) or the [COMPASS assessment](#) at Hawkeye. Pre-registration is required.

Option 2

Complete all of the following college success courses with a "C" grade or higher at Hawkeye Community College or comparable courses at another accredited college:

- ENG061 College Preparatory Writing II
- RDG040 College Preparatory Reading III
- MAT063 Elementary Algebra

Option 3

Any combination of Option 1 and Option 2 fulfilling the basic skills requirements of algebra, reading, and writing.

Admissions Process

1. [Apply for admission](#).
2. Completed applicant files (we have your application, transcripts, and test scores) will be processed as follows:
 - a. Applicants who do not meet the program's admission requirements will be sent an admissions inactivation letter.
 - b. Applicants meeting all admission requirements will be accepted.
3. We accept approximately 24 students and 20 alternates each Fall Semester. Applicants will be accepted based on the date their completed applicant file. If many students share the same date for completing their applicant files, the application date will be used to prioritize their acceptance.
4. If necessary, alternates will be contacted to fill unconfirmed positions in the program. Alternates will be given priority for the next term.

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Electronics Engineering Technology Courses

Award: Associate of Applied Science (AAS)

Program Start: Fall only

Enrollment Status: Full-time or part-time

The **AAS degree program** requires a mix of general education and hands-on courses. The following list of courses is from the current catalog year, organized in the suggested sequence of study for a full-time student, and is subject to change.

Part-time students, visit with a program advisor for a modified sequence of study.

If you are a current student your program requirements may be different than those listed for the current catalog year. View your Program Evaluation to see your specific program requirements and to search and register for classes.

Program Options

AAS degree

Diploma

Certificate

Mechanical Emphasis - AAS degree

Mechanical Emphasis - Diploma

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Semester 1

EGT108	Principles of Engineering -OR-	3
EGT410	PLTW - Principles of Engineering	3
ELT290	DC Electricity	4
ELT291	AC Electricity	4
ELT512	Electronic Fabrication	2
MAT504	Electronics Math I	4
SPC101	Fundamentals of Oral Communication	3

[View Course Descriptions](#)

Total Credits 20

Semester 2

ELT104	Electronics Drafting	3
ELT320	Electronic Devices	5
ELT321	Operational Amplifiers	3
ELT600	Applied Computer Programming	3
MAT514	Electronics Math II	4

[View Course Descriptions](#)

Total Credits 18

Semester 3

ELT311	Digital Circuits and Systems -OR-	4
EGT420	PLTW - Digital Electronics	3

PSY102	Human and Work Relations -OR-	3
PSY111	Introduction to Psychology -OR-	3
SOC110	Introduction to Sociology	3

[View Course Descriptions](#)

Total Credits 7

Semester 4

ELT403	Visual Basic	3
ELT409	Data Acquisition Systems	4
ELT415	Communication Circuits I	5
ELT417	Computer Systems	3
ELT802	Electronics Design Project I	1
PHY183	Applied Physics	3

[View Course Descriptions](#)

Total Credits 19

Semester 5

COM781	Written Communication in the Workplace -OR-	3
ENG105	Composition I	3
ELT156	Industrial Electronics	5
ELT416	Communication Circuits II	5
ELT701	Embedded Processors	3
ELT703	Introduction to Networking	2
ELT803	Electronics Design Project II	1

[View Course Descriptions](#)

Total Credits 19

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Electronics Engineering Technology – Diploma Courses

Award: Diploma

Program Start: Fall only

Enrollment Status: Full-time or part-time

The **Diploma program** requires a mix of general education and hands-on courses. The following list of courses is from the current catalog year, organized in the suggested sequence of study for a full-time student, and is subject to change.

Part-time students, visit with a program advisor for a modified sequence of study.

If you are a current student your program requirements may be different than those listed for the current catalog year. View your Program Evaluation to see your specific program requirements and to search and register for classes.

Program Options

AAS degree

Diploma

Certificate

Mechanical Emphasis - AAS degree

Mechanical Emphasis - Diploma

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Semester 1

EGT108	Principles of Engineering -OR-	3
EGT410	PLTW - Principles of Engineering	3
ELT290	DC Electricity	4
ELT291	AC Electricity	4
ELT512	Electronic Fabrication	2
MAT504	Electronics Math I	4
View Course Descriptions		Total Credits 17

Semester 2

ELT104	Electronics Drafting	3
ELT320	Electronic Devices	5
ELT321	Operational Amplifiers	3
ELT600	Applied Computer Programming	3
MAT514	Electronics Math II	4
View Course Descriptions		Total Credits 18

Semester 3

ELT311	Digital Circuits and Systems -OR-	4
EGT420	PLTW - Digital Electronics	3

PSY102	Human and Work Relations -OR-	3
PSY111	Introduction to Psychology -OR-	3
SOC110	Introduction to Sociology	3

[View Course Descriptions](#) **Total Credits 7**

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Electronics Engineering Technology – Certificate Courses

Award: Certificate

Program Start: Fall only

Enrollment Status: Full-time or part-time

The following list of courses is from the current catalog year, organized in the suggested sequence of study for a full-time student, and is subject to change.

Part-time students, visit with a program advisor for a modified sequence of study.

If you are a current student your program requirements may be different than those listed for the current catalog year. [View your Program Evaluation](#) to see your specific program requirements and to search and register for classes.

Program Options

[AAS degree](#)

[Diploma](#)

[Certificate](#)

[Mechanical Emphasis - AAS degree](#)

[Mechanical Emphasis - Diploma](#)

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Semester 1

EGT108	Principles of Engineering -OR-	3
EGT410	PLTW - Principles of Engineering	3
ELT290	DC Electricity	4
ELT291	AC Electricity	4
ELT512	Electronic Fabrication	2
MAT504	Electronics Math I	4

[View Course Descriptions](#)

Total Credits 17

Semester 2

ELT104	Electronics Drafting	3
ELT320	Electronic Devices	5
ELT321	Operational Amplifiers	3
ELT600	Applied Computer Programming	3
MAT514	Electronics Math II	4

[View Course Descriptions](#)

Total Credits 18

Electronics Engineering Technology – Mechanical Emphasis Courses

Award: Associate of Applied Science (AAS)

Program Start: Fall only

Enrollment Status: [Full-time or part-time](#)

The **Mechanical Emphasis - AAS degree program** requires a mix of general education and hands-on courses. The following list of courses is from the current catalog year, organized in the suggested sequence of study for a full-time student, and is subject to change.

Part-time students, visit with a program advisor for a modified sequence of study.

If you are a current student your program requirements may be different than those listed for the current catalog year. [View your Program Evaluation](#) to see your specific program requirements and to search and register for classes.

Program Options

[AAS degree](#)

[Diploma](#)

[Certificate](#)

[Mechanical Emphasis - AAS degree](#)

[Mechanical Emphasis - Diploma](#)

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Semester 1

EGT108	Principles of Engineering -OR-	3
EGT410	PLTW - Principles of Engineering	3
ELT290	DC Electricity	4
ELT291	AC Electricity	4
ELT512	Electronic Fabrication	2
MAT504	Electronics Math I	4
SPC101	Fundamentals of Oral Communication	3

[View Course Descriptions](#)

Total Credits 20

Semester 2

ELT104	Electronics Drafting	3
ELT320	Electronic Devices	5
ELT321	Operational Amplifiers	3
ELT600	Applied Computer Programming	3
MAT514	Electronics Math II	4

[View Course Descriptions](#)

Total Credits 18

Semester 3

EGT140	Fluid Power	2
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EGT144	Fluid Power Applications	2
ELT311	Digital Circuits and Systems -OR-	4
EGT420	PLTW - Digital Electronics	3
View Course Descriptions		Total Credits 8

Semester 4


AGM126	Diesel Engine Sub Systems	3
ELT409	Data Acquisition Systems	4
ELT802	Electronics Design Project I	1
IND100	Basic Mechanical Systems	2
IND111	Industrial Safety Mechanical Systems	1
PHY183	Applied Physics	3
PSY102	Human and Work Relations -OR-	3
PSY111	Introduction to Psychology -OR-	3
SOC110	Introduction to Sociology	3
View Course Descriptions		Total Credits 17


Semester 5


AGM142	Diesel Power Transfer Systems	4
COM781	Written Communication in the Workplace -OR-	3
ENG105	Composition I	3
EGT152	Advanced Fluid Power and Servo Systems	2
ELT156	Industrial Electronics	5
ELT703	Introduction to Networking	2
ELT803	Electronics Design Project II	1
IND145	Mechanical Power Transfer	2
View Course Descriptions		Total Credits 19

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Electronics Engineering Technology – Mechanical Emphasis – Diploma Courses

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Award: Diploma
Program Start: Fall only
Enrollment Status: [Full-time or part-time](#)

The **Mechanical Emphasis - Diploma program** requires a mix of general education and hands-on courses. The following list of courses is from the current catalog year, organized in the suggested sequence of study for a full-time student, and is subject to change.

Part-time students, visit with a program advisor for a modified sequence of study.

If you are a current student your program requirements may be different than those listed for the current catalog year. [View your Program Evaluation](#) to see your specific program requirements and to search and register for classes.

Program Options

[AAS degree](#)

[Diploma](#)

[Certificate](#)

[Mechanical Emphasis - AAS degree](#)

[Mechanical Emphasis - Diploma](#)

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Semester 1		
EGT108	Principles of Engineering -OR-	3
EGT410	PLTW - Principles of Engineering	3
ELT290	DC Electricity	4
ELT291	AC Electricity	4
ELT512	Electronic Fabrication	2
MAT504	Electronics Math I	4
View Course Descriptions		Total Credits 17

Semester 2		
ELT104	Electronics Drafting	3
ELT320	Electronic Devices	5
ELT321	Operational Amplifiers	3
ELT600	Applied Computer Programming	3
MAT514	Electronics Math II	4
View Course Descriptions		Total Credits 18

Semester 3		
EGT140	Fluid Power	2

EGT144	Fluid Power Applications	2
ELT311	Digital Circuits and Systems -OR-	4
EGT420	PLTW - Digital Electronics	3
IND111	Industrial Safety Mechanical Systems	1
PSY102	Human and Work Relations -OR-	3
PSY111	Introduction to Psychology -OR-	3
SOC110	Introduction to Sociology	3
View Course Descriptions		Total Credits 12

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Heating and Air Conditioning

The Heating and Air Conditioning program is designed to provide classroom and shop learning experiences. Students gain the knowledge to become proficient in the theory and service of domestic environmental, and comfort conditioning equipment.

Students are trained in basic electricity, electric and electronic controls, fossil fuel heating process and equipment, air cooling and refrigeration theory and equipment, fabrication and installation of sheet metal, heat pump theory and equipment, and electric heat theory and equipment. They also examine the theory of the solar heating process.

Experience and Training

The Heating and Air Conditioning's eight-week employment experience allows students to gain real work experience on-site at an employer. This ensures that the students gain the skills they need to succeed on the job.

Transfer Information

Hawkeye Community College has a block articulation with the University of Northern Iowa to transfer general education and technical credits. For more information, contact a program advisor.

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Heating and Air Conditioning Careers

Graduates have a variety of career options including working for dealers, distributors, and commercial business as service technicians and installers.

Starting Wages: \$30,500 - \$46,500 per year*

Heating, air conditioning, and refrigeration mechanics and installers are some of the fastest-growing occupations in Iowa.

*Source: Iowa Workforce Development

Employers

Fereday Heating & Cooling	Waterloo, IA
H&H Heating & Air Conditioning	Waterloo, IA
Independence Plumbing, Heating, & Cooling	Independence, IA
Jim Hundley Heating & Air Conditioning	Janesville, IA
Plumb Tech Inc.	Waterloo, IA
Young Plumbing & Heating	Waterloo, IA

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Heating and Air Conditioning Admission Requirements

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Basic Skill Competencies Requirements

Option 1

Score at least the following scores on any combination of the below assessment options:

ACT sub scores	COMPASS scores	ASSET scores	ACCUPLACER scores
14 - Math	24 - Pre-Algebra	38 - Numerical	40 - Arithmetic
19 - Reading	82 - Reading	34 - Reading	90 - Reading
16 - English	41 - Writing	35 - Writing	77 - Sentence Skills

Applicants can take the [ACT assessment](#) or the [COMPASS assessment](#) at Hawkeye. Pre-registration is required.

Option 2

Complete all of the following college success courses with a "C" grade or higher at Hawkeye Community College or comparable courses at another accredited college:

- ENG060 College Preparatory Writing I
- RDG040 College Preparatory Reading III
- MAT045 Fundamentals of Math

Option 3

Any combination of the above fulfilling the basic skills requirements of algebra, reading, and writing.

Admissions Process

1. [Apply for admission](#).
2. Completed applicant files (we have your application, transcripts, and test scores) will be processed as follows:
 - a. Applicants meeting the program's admission requirements will be sent an admissions inactivation letter.
 - b. Applicants meeting the program's admission requirements will be accepted.
3. We accept approximately 20 students and 20 alternates each Fall Semester. Applicants will be accepted based on the date their completed applicant file. If many students share the same date for completing their applicant files, the application date will be used to prioritize their acceptance.
4. If necessary, alternates will be contacted to fill unconfirmed positions in the program. Alternates will be given priority for the next term.

[Hawkeye's Equal Opportunity Statement](#)

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Heating and Air Conditioning Courses

Award: Diploma

Program Start: Fall only

Enrollment Status: Full-time only

The **Heating and Air Conditioning program** requires a mix of general education and hands-on courses. The following list of courses is from the current catalog year, organized in the suggested sequence of study for a full-time student, and is subject to change.

If you are a current student your program requirements may be different than those listed for the current catalog year. [View your Program Evaluation](#) to see your specific program requirements and to search and register for classes.

Semester 1		
ELT139	Electrical Systems	3
ELT149	Advanced Electrical Systems	2
HCR110	Residential Forced Air Heating System	2
HCR265	Applied Practices I	5
IND181	Heating, Ventilating, and Air Conditioning Systems	2
MAT772	Applied Math -OR- <u>Math Elective</u>	3 3
<u>View Course Descriptions</u>		Total Credits 17

Semester 2		
HCR113	Boiler Fundamentals	2
HCR275	Applied Practices II	5
HCR414	Controls for HVACR	4
HCR516	HVACR Systems II	6
HCR852	Operation Strategies	2
<u>View Course Descriptions</u>		Total Credits 19

Semester 3		
HCR127	Hydronic Heating Systems	2
HCR429	HVAC App Controls with Autom Sys	2
HCR602	HVACR Systems III	2
HCR912	HVACR Field Experience	2
<u>View Course Descriptions</u>		Total Credits 8

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Math Electives

MAT110	Math for Liberal Arts	3
MAT122	College Algebra	5
MAT128	Precalculus	4
MAT134	Trigonometry and Analytic Geometry	3
MAT156	Statistics	3
MAT210	Calculus I	4
MAT216	Calculus II	4
MAT219	Calculus III	4

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Industrial Automation Technology

The Industrial Automation Technology program prepares students for a career and employment in a broad range of manufacturing, food processing, and business environments. Students gain an in-depth knowledge of electricity and electronics, fluid power, mechanical systems, and manufacturing processes. Students learn through hands-on training utilizing state-of-the-art equipment used in today's business.

Partnerships

The demand for technical maintenance personnel is very high. Hawkeye has a unique training partnership with John Deere to train and hire individuals from this program. Scholarships sponsored by various companies are available to students of the Industrial Automation Technology program through the Financial Aid office.

Transfer Information

Hawkeye Community College has a block articulation with the University of Northern Iowa to transfer general education and technical credits. For more information, contact a program advisor.



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Industrial Automation Technology Careers

Entry-level positions in Industrial Automation Technology are available locally, regionally, and nationally. Graduates generally work in maintenance positions and find employment in manufacturing, food processing, and business environments.

Placement

Starting Wages: \$31,000 - \$50,000 per year*

*Source: Iowa Workforce Development and as reported by the Industrial and Engineering Technology Department.

Employers

ConAgra Foods	Waterloo, IA
John Deere	Waterloo, IA
Nestle U.S.A.	Waverly, IA
Rockwell Automation	Cedar Rapids, IA
Tyson Fresh Meats, Inc.	Waterloo, IA
University of Northern Iowa	Cedar Falls, IA

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Industrial Automation Technology Admission Requirements

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Basic Skill Competencies Requirements

Option 1

Score at least the following scores on any combination of the below assessment options:

ACT sub scores	COMPASS scores	ASSET scores	ACCUPLACER scores
14 - Math	24 - Pre-Algebra	38 - Numerical	40 - Arithmetic
19 - Reading	82 - Reading	38 - Reading	90 - Reading
19 - English	65 - Writing	40 - Writing	98 - Sentence Skills

Applicants can take the [ACT assessment](#) or the [COMPASS assessment](#) at Hawkeye. Pre-registration is required.

Option 2

Complete all of the following college success courses with a "C" grade or higher at Hawkeye Community College or comparable courses at another accredited college:

- ENG-061 College Preparatory Writing II
- RDG-040 College Preparatory Reading III
- MAT-045 Fundamentals of Math

Option 3

Any combination of Option 1 and Option 2 fulfilling the basic skills requirements of algebra, reading, and writing.

Admissions Process

1. [Apply for admission](#).
2. Completed applicant files (we have your application, transcripts, and test scores) will be processed as follows:
 - a. Applicants not meeting the program's admission requirements will be sent an Admissions Inactivation Letter.
 - b. Applicants meeting all admission requirements will be accepted.
3. We accept approximately 20 students and 20 alternates. Applicants will be accepted based upon the initial date of their completed applicant file. If many students share the same date for completing their applicant files; the application date, if needed, will be used to prioritize their acceptance.
4. If necessary, alternates will be contacted to fill unconfirmed positions in the program. Alternates will be given priority for the next term.

[Hawkeye's Equal Opportunity Statement](#)

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Industrial Automation Technology Courses

Award: Associate of Applied Science (AAS)

Program Start: Fall only

Enrollment Status: Full-time or part-time

The **AAS degree program** requires a mix of general education and hands-on courses. The following list of courses is from the current catalog year, organized in the suggested sequence of study for a full-time student, and is subject to change.

Part-time students, visit with a program advisor for a modified sequence of study.

If you are a current student your program requirements may be different than those listed for the current catalog year. View your Program Evaluation to see your specific program requirements and to search and register for classes.

Eight-Week Courses * **

Courses marked with one asterisk (*) meet the first 8-weeks of the semester. Courses marked with two asterisks (**) meet the second 8-weeks of the semester.

Semester 1

EGT140	Fluid Power _	2
EGT149	Fluid Power Systems II **	3
ELT139	Electrical Systems _	3
ELT149	Advanced Electrical Systems **	2
ELT192	Introduction to EET Computer Science	3
IND100	Basic Mechanical Systems _	2
IND111	Industrial Safety Mechanical Systems **	1
MAT772	Applied Math -OR- <u>Math Elective</u>	3 3

View Course Descriptions

Total Credits 19

Semester 2

CAD105	CAD I	2
COM781	Written Communication in the Workplace -OR-	3
ENG105	Composition I	3
EGT144	Fluid Power Applications _	2
ELT215	Motors and Controls _	2
ELT234	PLC Programming **	2
ELT403	Visual Basic	3

Program Options

AAS degree

Diploma

Industrial Electrical
Maintenance - Certificate

Machine Maintenance -
Certificate

 **REQUEST INFO**

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[View Course Descriptions](#)**Total Credits 17****Semester 3**

ELT103	Facilities Blueprint Reading *	3
ELT240	PLCs II	2
ELT590	Semiconductors	5
ELT736	Instrumentation and Control	2
PSY102	Human and Work Relations -OR-	3
PSY111	Introduction to Psychology -OR-	3
SOC110	Introduction to Sociology	3
SPC101	Fundamentals of Oral Communication	3

[View Course Descriptions](#)**Total Credits 18****Semester 4**

ATR145	Applied Industrial Robotics	2
EGT152	Advanced Fluid Power and Servo Systems	2
ELT133	Electric Motor Drives	2
ELT309	Digital Circuits	3
ELT610	Microprocessors	2
MFG193	Machine Shop Processes	3
MFG514	Machine Maintenance	4

[View Course Descriptions](#)**Total Credits 18****Math Electives**

MAT110	Math for Liberal Arts	3
MAT122	College Algebra	5
MAT128	Precalculus	4
MAT134	Trigonometry and Analytic Geometry	3
MAT156	Statistics	3

[View Course Descriptions](#)[College Catalog](#) | [Next Page >](#)

Industrial Automation Technology – Diploma Courses

Award: Diploma

Program Start: Fall only

Enrollment Status: Full-time or part-time

The **Diploma program** requires a mix of general education and hands-on courses. The following list of courses is from the current catalog year, organized in the suggested sequence of study for a full-time student, and is subject to change.

Part-time students, visit with a program advisor for a modified sequence of study.

If you are a current student your program requirements may be different than those listed for the current catalog year. View your Program Evaluation to see your specific program requirements and to search and register for classes.

Eight-Week Courses * **

Courses marked with one asterisk (*) meet the first 8-weeks of the semester. Courses marked with two asterisks (**) meet the second 8-weeks of the semester.

Semester 1

EGT140	Fluid Power *	2
EGT149	Fluid Power Systems II **	3
ELT139	Electrical Systems *	3
ELT149	Advanced Electrical Systems **	2
ELT192	Introduction to EET Computer Science	3
IND100	Basic Mechanical Systems *	2
IND111	Industrial Safety Mechanical Systems **	1
MAT772	Applied Math	3

[View Course Descriptions](#)

Total Credits 19

Semester 2

COM781	Written Communication in the Workplace -OR-	3
ENG105	Composition I	3
EGT144	Fluid Power Applications *	2
ELT215	Motors and Controls *	2
ELT234	PLC Programming **	2
ELT403	Visual Basic	3
WEL339	Electromechanical Maintenance	3

[View Course Descriptions](#)

Total Credits 15

Program Options

[AAS degree](#)

[Diploma](#)

[Industrial Electrical Maintenance - Certificate](#)

[Machine Maintenance - Certificate](#)

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Industrial Electrical Maintenance – Certificate Courses

Award: Certificate

Program Start: Fall only

Enrollment Status: [Full-time or part-time](#)

The following list of courses is from the current catalog year, organized in the suggested sequence of study for a full-time student, and is subject to change.

Part-time students, visit with a program advisor for a modified sequence of study.

If you are a current student your program requirements may be different than those listed for the current catalog year. [View your Program Evaluation](#) to see your specific program requirements and to search and register for classes.

Program Options

[AAS degree](#)

[Diploma](#)

[Industrial Electrical Maintenance - Certificate](#)

[Machine Maintenance - Certificate](#)

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Semester 1

EGT140	Fluid Power	2
EGT149	Fluid Power Systems II	3
ELT139	Electrical Systems	3
IND100	Basic Mechanical Systems	2
MAT772	Applied Math	3

[View Course Descriptions](#)

Total Credits 13

Semester 2

ELT149	Advanced Electrical Systems	2
ELT215	Motors and Controls	2
ELT234	PLC Programming	2

[View Course Descriptions](#)

Total Credits 6



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Industrial Electrical Maintenance – Certificate Courses

Award: Certificate

Program Start: Fall only

Enrollment Status: Full-time or part-time

The following list of courses is from the current catalog year, organized in the suggested sequence of study for a full-time student, and is subject to change.

Part-time students, visit with a program advisor for a modified sequence of study.

If you are a current student your program requirements may be different than those listed for the current catalog year. [View your Program Evaluation](#) to see your specific program requirements and to search and register for classes.

Program Options

[AAS degree](#)

[Diploma](#)

[Industrial Electrical Maintenance - Certificate](#)

[Machine Maintenance - Certificate](#)



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Semester 1

EGT140	Fluid Power	2
EGT149	Fluid Power Systems II	3
ELT139	Electrical Systems	3
ELT149	Advanced Electrical Systems	2
MAT772	Applied Math	3
<u>View Course Descriptions</u>		Total Credits 13

Semester 2

ELT215	Motors and Controls	2
ELT234	PLC Programming	2
IND100	Basic Mechanical Systems	2
IND111	Industrial Safety Mechanical Systems	1
<u>View Course Descriptions</u>		Total Credits 7



Machine Maintenance – Certificate Courses

Award: Certificate

Program Start: Fall only

Enrollment Status: Full-time or part-time

The following list of courses is from the current catalog year, organized in the suggested sequence of study for a full-time student, and is subject to change.

Part-time students, visit with a program advisor for a modified sequence of study.

If you are a current student your program requirements may be different than those listed for the current catalog year. [View your Program Evaluation](#) to see your specific program requirements and to search and register for classes.

Semester 1		
EGT140	Fluid Power	2
EGT149	Fluid Power Systems II	3
ELT139	Electrical Systems	3
ELT149	Advanced Electrical Systems	2
MAT772	Applied Math	3
<u>View Course Descriptions</u>		Total Credits 13

Semester 2		
EGT144	Fluid Power Applications	2
ELT103	Facilities Blueprint Reading	3
ELT215	Motors and Controls	2
IND100	Basic Mechanical Systems	2
IND145	Mechanical Power Transfer	2
<u>View Course Descriptions</u>		Total Credits 11

Program Options

[AAS degree](#)

[Diploma](#)

[Industrial Electrical Maintenance - Certificate](#)

[Machine Maintenance - Certificate](#)

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Machine Maintenance – Certificate Courses

Award: Certificate

Program Start: Fall only

Enrollment Status: Full-time or part-time

The following list of courses is from the current catalog year, organized in the suggested sequence of study for a full-time student, and is subject to change.

Part-time students, visit with a program advisor for a modified sequence of study.

If you are a current student your program requirements may be different than those listed for the current catalog year. [View your Program Evaluation](#) to see your specific program requirements and to search and register for classes.

Program Options

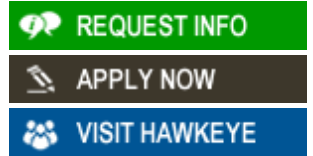
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[Diploma](#)

[Industrial Electrical](#)

[Maintenance - Certificate](#)

[Machine Maintenance - Certificate](#)



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Semester 1

EGT140	Fluid Power	2
EGT149	Fluid Power Systems II	3
ELT139	Electrical Systems	3
ELT149	Advanced Electrical Systems	2
IND111	Industrial Safety Mechanical Systems	1
MAT772	Applied Math	3

[View Course Descriptions](#)

Total Credits 14

Semester 2

EGT144	Fluid Power Applications	2
ELT103	Facilities Blueprint Reading	3
ELT215	Motors and Controls	2
IND100	Basic Mechanical Systems	2
IND145	Mechanical Power Transfer	2

[View Course Descriptions](#)

Total Credits 11

Maintained by Public Relations and Marketing



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Sustainable Construction and Design

The Sustainable Construction and Design program prepares students to design and construct residences that are both sustainable and highly energy efficient. Students learn how to construct new homes that are durable, use very little energy for heating, cooling, and lighting, and provide a healthy environment for the occupants. The program utilizes a “whole systems approach” to train graduates to understand the integral relationship between materials, building techniques, mechanical systems, and subcontractors in the production of energy efficient and sustainable homes. Students will learn about the use of green and renewable materials, the proper installation of all components and sub-systems, and the reduction of construction site waste.

Students will apply the concepts they learn in hands-on building experiences. Building training includes but is not limited to: foundations, concrete work, advanced framing, siding, roofing, thermal and moisture protection, drywall installation and finishing, stair construction, finishing, cabinet installation, HVAC, electrical, plumbing, appliances, and landscaping.

Students will also learn to perform energy audits on existing homes to identify problems, develop solutions, and retrofit those solutions cost effectively.

The Sustainable Construction and Design program follows the National Center for Construction Education and Research (NCCER) training, assessment, certification, and career development standards for residential construction and maintenance craft professionals. Program concepts align with the U.S. Green Building Council's initiatives.

Transfer Information

Hawkeye's Industrial and Engineering Technology department has a block articulation agreement with the University of Northern Iowa to transfer general education and technical credits. Graduates may transfer credits into the Construction Management program at UNI. For more information, contact a program advisor.

Sustainable Construction and Design Careers

Graduates will find employment as:

- building designers
- sustainable construction professionals
- carpenters
- insulation workers
- residential site supervisors
- energy auditors

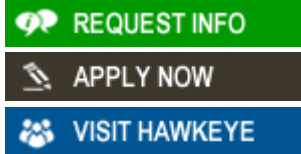
They will also be prepared to continue their education to become:

- construction managers
- building inspectors
- commercial drafters
- electricians
- plumbers
- HVAC designers

Placement

Starting Wages: \$26,500 - \$34,500 per year*

*Source: Iowa Workforce Development



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Sustainable Construction and Design Admission Requirements

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Basic Skill Competencies Requirements

Option 1

Score at least the following scores on any combination of the below assessment options:

ACT sub scores	COMPASS scores	ASSET scores	ACCUPLACER scores
14 - Math	24 - Pre-Algebra	38 - Numerical	40 - Arithmetic
16 - Reading	69 - Reading	34 - Reading	62 - Reading
16 - English	41 - Writing	35 - Writing	77 - Sentence Skills

Applicants can take the [ACT assessment](#) or the [COMPASS assessment](#) at Hawkeye. Pre-registration is required.

Option 2

Complete all of the following college success courses with a "C" grade or higher at Hawkeye Community College or comparable courses at another accredited college:

- ENG060 College Preparatory Writing I
- RDG039 College Preparatory Reading II
- MAT045 Fundamentals of Math

Option 3

Any combination of the above fulfilling the basic skills requirements of algebra, reading, and writing.

Admissions Process

1. [Apply for admission](#).
2. Completed applicant files (we have your application, transcripts, and test scores) will be processed as follows:
 - a. Applicants meeting the program's admission requirements will be sent an admissions inactivation letter.
 - b. Applicants meeting the program's admission requirements will be accepted.
3. We accept approximately 24 students and 24 alternates each Fall Semester. Applicants will be accepted based on the date their completed applicant file. If many students share the same date for completing their applicant files, the application date will be used to prioritize their acceptance.
4. If necessary, alternates will be contacted to fill unconfirmed positions in the program. Alternates will be given priority for the next term.

[Hawkeye's Equal Opportunity Statement](#)

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Sustainable Construction and Design Courses

Award: Associate of Applied Science (AAS)

Program Start: Fall only

Enrollment Status: Full-time only

The **Sustainable Construction and Design program** requires a mix of general education and hands-on courses. The following list of courses is from the current catalog year, organized in the suggested sequence of study for a full-time student, and is subject to change.

If you are a current student your program requirements may be different than those listed for the current catalog year. [View your Program Evaluation](#) to see your specific program requirements and to search and register for classes.

Semester 1		
CON102	Introduction to Residential Construction	2
CON108	Construction Safety	1
CON129	Concrete Lab	2
CON130	Concrete Theory	1
CON131	Site Layout and Blueprint Reading	1
CON133	Construction Technology Lab	4
CON201	Framing Techniques and Lab I	2
CON302	Building Science I	1
MAT772	Applied Math -OR-	3
MAT110	Math for Liberal Arts -OR-	3
MAT122	College Algebra -OR-	5
MAT128	Precalculus -OR-	4
MAT134	Trigonometry and Analytic Geometry	3
View Course Descriptions		Total Credits 17

Semester 2		
COM781	Written Communication in the Workplace -OR-	3
ENG105	Composition I	3
CON121	Carpentry Fundamentals I	4
CON146	Construction Technology Lab 2	3
CON214	Exterior Framing Systems I	3
CON217	Exterior Finishing	3
View Course Descriptions		Total Credits 16

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Semester 3

CAD200	CAD SoftPlan	3
CON228	Methods of Interior Finishing	3
CON386	Sustainable Design	1
CON510	Construction Technology Lab 3	3
PSY102	Human and Work Relations -OR-	3
PSY111	Introduction to Psychology -OR-	3
SOC110	Introduction to Sociology	3
SPC101	Fundamentals of Oral Communication	3

[View Course Descriptions](#)**Total Credits 16****Semester 4**

CON290	Construction Estimating and Project Management	2
CON512	Construction Technology Lab 4	3
ENV155	Residential Energy Auditing	4
HCR201	Manual J and D HVAC Design	3

[View Course Descriptions](#)**Total Credits 12**[College Catalog](#) | [Next Page >](#)



Welding

The Welding program prepares students to enter into the industry as beginning production, maintenance, or job shop welders. Students are trained using the latest techniques in the fabrication of materials by welding process.

Welding continues to be one of the principle means of fabricating and repairing metal products. An independent certification laboratory evaluates each student's performance on the American Welding Society Structural Steel Bend test for possible certification before graduation.

Evening Program

Earn a diploma in welding in the evening! With classes starting at 3:00pm, the evening program allows you to work and go to school at the same time.

Transfer Information

Hawkeye Community College has a block articulation agreement with the University of Northern Iowa to transfer general education and technical credits. For more information, contact a program advisor.

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Welding Careers

Graduates of the Welding program enter the industry as beginning maintenance or job shop welders.

Placement

Starting Wages: \$26,500 - \$34,500 per year*

Many graduates in this field work overtime.

Iowa Workforce Development forecasts more than 395 job openings each year for welders through 2020.

Welders, cutters, solderers, and brazers are some of the top occupations in Iowa with the most job openings.

*Source: Iowa Workforce Development

Employers

ADA Enterprises	Northwood, IA
Baumgartner Gate Factory	Manchester, IA
GMT Corporation	Waverly, IA
Iowa Laser	Cedar Falls, IA
John Deere	Waterloo, IA Ottumwa, IA
Terex Cranes, Inc.	Waverly, IA
Wayne Engineering	Cedar Falls, IA

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Welding Admission Requirements

Basic Skill Competencies Requirements

Option 1

Score at least the following scores on any combination of the below assessment options:

ACT sub scores	COMPASS scores	ASSET scores	ACCUPLACER scores
14 - Math	24 - Pre-Algebra	38 - Numerical	40 - Arithmetic
16 - Reading	69 - Reading	34 - Reading	62 - Reading
16 - English	41 - Writing	35 - Writing	77 - Sentence Skills

Applicants can take the [ACT assessment](#) or the [COMPASS assessment](#) at Hawkeye. Pre-registration is required.

Option 2

Complete all of the following college success courses with a "C" grade or higher at Hawkeye Community College or comparable courses at another accredited college:

- ENG060 College Preparatory Writing I
- RDG039 College Preparatory Reading II
- MAT045 Fundamentals of Math

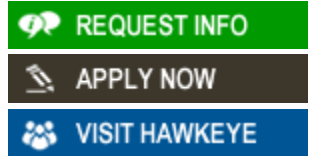
Option 3

Any combination of the above fulfilling the basic skills requirements of algebra, reading, and writing.

Admissions Process

1. [Apply for admission](#).
2. Completed applicant files (we have your application, transcripts, and test scores) will be processed as follows:
 - a. Applicants meeting the program's admission requirements will be sent an admissions inactivation letter.
 - b. Applicants meeting the program's admission requirements will be accepted.
3. We accept approximately 30 students (15 day / 15 night) and 30 alternates each Fall and Spring Semester. Applicants will be accepted based on the date their completed applicant file. If many students share the same date for completing their applicant files, the application date will be used to prioritize their acceptance.
4. If necessary, alternates will be contacted to fill unconfirmed positions in the program. Alternates will be given priority for the next term.

[Hawkeye's Equal Opportunity Statement](#)



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Welding – Diploma 1 Courses

Award: Diploma

Program Start: Fall, Spring

The **Diploma 1 program** requires a mix of general education and hands-on courses. The following list of courses is from the current catalog year, organized in the suggested sequence of study for a full-time student, and is subject to change.

If you are a current student your program requirements may be different than those listed for the current catalog year. [View your Program Evaluation](#) to see your specific program requirements and to search and register for classes.

Program Options

[Diploma 1](#)

[Diploma 2](#)

[Certificate](#)

Semester 1

MAT772	Applied Math -OR-	3
MAT122	College Algebra	5
WEL111	Welding Blueprint Reading	3
WEL134	Cutting Processes	2
WEL155	Arc Welding I (SMAW)	4
WEL186	GMAW -OR-	4
WEL104	Introduction to MIG Welding -AND-	2
WEL234	Introduction to GMAW II	2

[View Course Descriptions](#)

Total Credits 16

Semester 2

COM730	Communications	3
WEL112	Welding Blueprint Reading/ Advanced	2
WEL164	Arc Welding II (SMAW)	4
WEL187	Advanced GMAW	4

[View Course Descriptions](#)

Total Credits 13

Semester 3

WEL125	Fusion and Braze Welding	2
WEL191	Gas Tungsten Arc Welding	3
WEL303	Pipe Welding/ SMAW	3
WEL710	Robotic Welding	6

[View Course Descriptions](#)

Total Credits 14

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Welding – Diploma 2 Courses

Award: Diploma

Program Start: Fall, Spring

The **Diploma 2 program** requires a mix of general education and hands-on courses. The following list of courses is from the current catalog year, organized in the suggested sequence of study for a full-time student, and is subject to change.

If you are a current student your program requirements may be different than those listed for the current catalog year. [View your Program Evaluation](#) to see your specific program requirements and to search and register for classes.

Program Options

[Diploma 1](#)

[Diploma 2](#)

[Certificate](#)

Semester 1

MAT772	Applied Math -OR-	3
MAT122	College Algebra	5
WEL111	Welding Blueprint Reading	3
WEL134	Cutting Processes	2
WEL155	Arc Welding I (SMAW)	4
WEL186	GMAW -OR-	4
WEL104	Introduction to MIG Welding -AND-	2
WEL234	Introduction to GMAW II	2

[View Course Descriptions](#)

Total Credits 16

Semester 2

COM730	Communications	3
WEL112	Welding Blueprint Reading/ Advanced	2
WEL164	Arc Welding II (SMAW)	4
WEL187	Advanced GMAW	4

[View Course Descriptions](#)

Total Credits 13

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Welding – Certificate Courses

Award: Certificate

Program Start: Fall, Spring

The following list of courses is from the current catalog year, organized in the suggested sequence of study for a full-time student, and is subject to change.

If you are a current student your program requirements may be different than those listed for the current catalog year. [View your Program Evaluation](#) to see your specific program requirements and to search and register for classes.

Semester 1		
MAT772	Applied Math -OR-	3
MAT122	College Algebra	5
WEL111	Welding Blueprint Reading	3
WEL134	Cutting Processes	2
WEL155	Arc Welding I (SMAW)	4
WEL186	GMAW -OR-	4
WEL104	Introduction to MIG Welding -AND-	2
WEL234	Introduction to GMAW II	2
View Course Descriptions		Total Credits 16

Program Options

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Information Systems Management

The Information Systems Management program prepares students to examine the implementation and management of information systems in today's technological business environment. This program provides students with a solid understanding of hardware, networks, and applications along with their impact on a business.

The first year of coursework focuses on information technology such as hardware, operating systems, and networking equipment. Hawkeye is a Regional Academy for CISCO Systems and delivers their curriculum covering switches and routers, preparing students to obtain the CCNA industry certification. Students are also trained and encouraged to pursue the CompTIA A+ certification as well as Microsoft MTA certification.

The second year focuses on business. Students gain an understanding of business to enable them to provide systems to support key business objectives as an information technology professional. These classes cover a variety of topics including human resources, accounting, and marketing.

Hawkeye's Information Technology programs are located in [Black Hawk Hall](#). The Information Technology lab equipment, environment, and technology are state-of-the-art.

Transfer Information

Students enrolled in the Information Systems Management program interested in continuing their education should contact a program advisor.

Information Systems Management Careers

Information Systems Management graduates will be ready to accept employment in positions such as:

- network manager
- help desk manager
- information systems manager
- information technology manager

Employers

CBE Group	Cedar Falls, IA
Cedar Valley Medical Specialists	Waterloo, IA
Veridian Credit Union	Waterloo, IA
Waverly Light and Power	Waverly, IA

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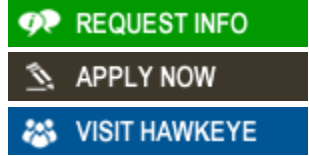
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Information Systems Management Admission Requirements



Basic Skill Competencies Requirements

Option 1

Score at least the following scores on any combination of the below assessment options:

ACT sub scores	COMPASS scores	ASSET scores	ACCUPLACER scores
19 - Reading	82 - Reading	38 - Reading	90 - Reading
19 - English	65 - Writing	40 - Writing	98 - Sentence Skills
19 - Math	42 - Algebra	40 - Elementary Algebra	103 - Arithmetic OR 97 - Elementary Algebra

Applicants can take the [ACT assessment](#) or the [COMPASS assessment](#) at Hawkeye. Pre-registration is required.

Option 2

Complete all of the following college success courses with a "C" grade or higher at Hawkeye Community College or comparable courses at another accredited college:

- ENG061 College Preparatory Writing II
- RDG040 College Preparatory Reading III
- MAT063 Elementary Algebra

Option 3

Any combination of the above fulfilling the basic skills requirements of algebra, reading, and writing.

Admissions Process

1. [Apply for admission](#).
2. Completed applicant files (we have your application, transcripts, and test scores) will be processed as follows:
 - a. Applicants meeting the program's admission requirements will be sent an admissions inactivation letter.
 - b. Applicants meeting the program's admission requirements will be accepted.
3. We accept approximately 24 students and 20 alternates each Fall Semester. Applicants will be accepted based on the date their completed applicant file. If many students share the same date for completing their applicant files, the application date will be used to prioritize their acceptance.
4. If necessary, alternates will be contacted to fill unconfirmed positions in the program. Alternates will be given priority for the next term.

[Hawkeye's Equal Opportunity Statement](#)

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Information Systems Management Courses

Award: Associate of Applied Science (AAS)

Program Start: Fall only

The **Information Systems Management program** requires a mix of general education and hands-on courses. The following list of courses is from the current catalog year, organized in the suggested sequence of study for a full-time student, and is subject to change.

If you are a current student your program requirements may be different than those listed for the current catalog year. [View your Program Evaluation](#) to see your specific program requirements and to search and register for classes.

Semester 1

CIS303	Introduction to Database	3
CSC110	Introduction to Computers -OR-	3
BCA205	Database/Spreadsheets	3
MAT110	Math for Liberal Arts -OR-	3
MAT122	College Algebra -OR-	5
MAT134	Trigonometry and Analytic Geometry -OR-	3
MAT210	Calculus I	4
NET109	A+ Certification Prep	4
NET213	CISCO Networking	4

[View Course Descriptions](#)

Total Credits 17

Semester 2

BUS102	Introduction to Business	3
COM781	Written Communication in the Workplace -OR-	3
ENG105	Composition I	3
NET225	Routing and Switching Essentials	4
NET313	Windows Server	3
PSY102	Human and Work Relations -OR-	3
PSY111	Introduction to Psychology -OR-	3
SOC110	Introduction to Sociology	3

[View Course Descriptions](#)

Total Credits 16

Semester 3

ACC131	Principles of Accounting I	4
MAT156	Statistics	3

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MGT101	Principles of Management	3
NET268	CCNA Routing and Switching: Scaling Networks	3
SPC101	Fundamentals of Oral Communication	3

[View Course Descriptions](#)

Total Credits 16

Semester 4

ACC132	Principles of Accounting II	4
CIS750	Project Management	3
MGT170	Human Resource Management	3
NET932	Internship	2
	<u>Information Technology Elective</u>	2

[View Course Descriptions](#)

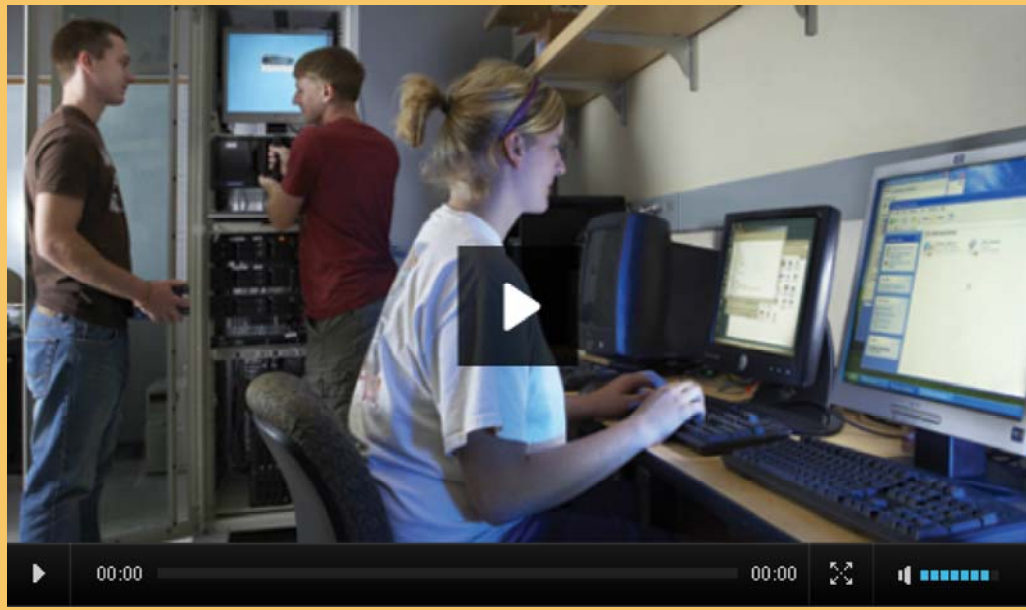
Total Credits 14

Information Technology Electives

BCA183	Basic Web Design Software	2
BCA232	Multimedia for Web Design	3
BUS183	Business Law	3
GRA150	Introduction to Web Design	3
GRA162	Web Page Graphics	3
NET152	Advanced Network Technologies	3
NET310	Virtual Machines	3
NET343	Windows Directory Services	3
NET346	Windows Exchange Server	3
NET412	Linux System Administration	3
NET474	Certification Preparation	1
NET475	Certification Preparation	2
NET612	Fundamentals of Network Security	3

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Network Administration and Engineering

The Network Administration and Engineering program prepares students to design and manage local and wide area networks. In the information technology industry, certifications are a must. This program targets professional certifications including Cisco CCNA, Microsoft MTA, and CompTIA A+.

Coursework is directly related to these industry recognized certifications. Students learn computer hardware, operating systems, server configuration, and network management. Students are prepared to design, implement, and support routers, switches, and wireless networks of all sizes. They also learn server administration, database and mail servers, and project management. Continually on the cutting and mail servers, and project management. Continually on the cutting edge of technology, students have the opportunity to learn about virtual machines, multi-layer switching, VPN solutions, and more.

Students design, layout, and write specifications for networks. Students learn to set-up, maintain, and support networks, servers, and security.

Hawkeye's Cisco Regional and Microsoft IT Academies provide access to the newest software and technology. Students gain hands-on experience with Windows 7, Server 2008, Exchange, and SQL Server platforms. Through internship opportunities, students can apply classroom theories and concepts in a business IT setting.

Hawkeye's Information Technology programs are located in [Black Hawk Hall](#). The Information Technology lab equipment, environment, and technology are state-of-the-art.

Transfer Information

Students in the Network Administration and Engineering program interested in continuing their education should contact a program advisor.

Network Administration and Engineering Careers

Graduates accept employment in positions such as network administrator, network technician, LAN/WAN engineer, or LAN/WAN administrator.

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Placement

Starting Wages: \$32,000 - \$46,000 per year*

The demand for well-trained network administrators continues to grow both here in the Cedar Valley and nationwide. A continuous need for Microsoft and CISCO certified technicians is created by expanding local companies and new companies that are moving into Iowa. In addition, the outlook calls for a labor shortage to continue for the next five to ten years.

*Source: Iowa Workforce Development

Employers

ACES	Cedar Falls, IA
CBE Group	Cedar Falls, IA
Cedar Falls Utilities	Cedar Falls, IA
John Deere	Waterloo, IA
Locknet	Cedar Falls, IA
Networking Solutions	Waterloo, IA

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Network Administration and Engineering Admission Requirements

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Basic Skill Competencies Requirements

Option 1

Score at least the following scores on any combination of the below assessment options:

ACT sub scores	COMPASS scores	ASSET scores	ACCUPLACER scores
19 - Reading	82 - Reading	38 - Reading	90 - Reading
19 - English	65 - Writing	40 - Writing	98 - Sentence Skills
19 - Math	42 - Algebra	40 - Elementary Algebra	103 - Arithmetic OR 97 - Elementary Algebra

Applicants can take the [ACT assessment](#) or the [COMPASS assessment](#) at Hawkeye. Pre-registration is required.

Option 2

Complete all of the following college success courses with a "C" grade or higher at Hawkeye Community College or comparable courses at another accredited college:

- ENG061 College Preparatory Writing II
- RDG040 College Preparatory Reading III
- MAT063 Elementary Algebra

Option 3

Any combination of the above fulfilling the basic skills requirements of algebra, reading, and writing.

Admissions Process

1. [Apply for admission](#).
2. Completed applicant files (we have your application, transcripts, and test scores) will be processed as follows:
 - a. Applicants meeting the program's admission requirements will be sent an admissions inactivation letter.
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4. If necessary, alternates will be contacted to fill unconfirmed positions in the program. Alternates will be given priority for the next term.

[Hawkeye's Equal Opportunity Statement](#)

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Network Administration and Engineering Courses

Award: Associate of Applied Science (AAS)

Program Start: Fall only

The **AAS degree program** requires a mix of general education and hands-on courses. The following list of courses is from the current catalog year, organized in the suggested sequence of study for a full-time student, and is subject to change.

If you are a current student your program requirements may be different than those listed for the current catalog year. [View your Program Evaluation](#) to see your specific program requirements and to search and register for classes.

Program Options

[AAS degree](#)

[Computer Networking Technician - Diploma](#)

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Semester 1

COM781	Written Communication in the Workplace -OR-	3
ENG105	Composition I	3
CSC110	Introduction to Computers -OR-	3
BCA205	Database/Spreadsheets	3
MAT110	Math for Liberal Arts	3
NET109	A+ Certification Prep	4
NET213	CISCO Networking	4

[View Course Descriptions](#)

Total Credits 17

Semester 2

CIS303	Introduction to Database	3
NET225	Routing and Switching Essentials	4
NET313	Windows Server	3
NET412	Linux System Administration	3
PSY102	Human and Work Relations -OR-	3
PSY111	Introduction to Psychology -OR-	3
SOC110	Introduction to Sociology	3

[View Course Descriptions](#)

Total Credits 16

Semester 3

NET268	CCNA Routing and Switching: Scaling Networks	3
NET310	Virtual Machines	3
NET343	Windows Directory Services	3
NET346	Windows Exchange Server	3

NET612	Fundamentals of Network Security	3
SPC101	Fundamentals of Oral Communication	3
View Course Descriptions		Total Credits 18

Semester 4

CIS750	Project Management	3
NET269	CCNA Routing and Switching: Connecting Networks	3
NET710	SQL Database	2
NET916	Experiential Learning	5
NET932	Internship	2
	Information Technology Elective	2
View Course Descriptions		Total Credits 17

Information Technology Elective Electives

BCA183	Basic Web Design Software	2
BCA232	Multimedia for Web Design	3
GRA150	Introduction to Web Design	3
GRA162	Web Page Graphics	3
NET152	Advanced Network Technologies	3
NET474	Certification Preparation	1
NET475	Certification Preparation	2
View Course Descriptions		

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Network Administration and Engineering Courses

Award: Associate of Applied Science (AAS)

Program Start: Fall only


The **AAS degree program** requires a mix of general education and hands-on courses. The following list of courses is from the current catalog year, organized in the suggested sequence of study for a full-time student, and is subject to change.


If you are a current student your program requirements may be different than those listed for the current catalog year. [View your Program Evaluation](#) to see your specific program requirements and to search and register for classes.


Program Options

[AAS degree](#)

[Computer Networking
Technician - Diploma](#)

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Semester 1

COM781	Written Communication in the Workplace -OR-	3
ENG105	Composition I	3
CSC110	Introduction to Computers -OR-	3
BCA205	Database/Spreadsheets	3
MAT110	Math for Liberal Arts	3
NET109	A+ Certification Prep	4
NET213	CISCO Networking	4

[View Course Descriptions](#)

Total Credits 17

Semester 2

CIS303	Introduction to Database	3
NET225	Routing and Switching Essentials	4
NET313	Windows Server	3
NET412	Linux System Administration	3
PSY102	Human and Work Relations -OR-	3
PSY111	Introduction to Psychology -OR-	3
SOC110	Introduction to Sociology	3

[View Course Descriptions](#)

Total Credits 16

Semester 3

NET268	CCNA Routing and Switching: Scaling Networks	3
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NET310	Virtual Machines	3
NET343	Windows Directory Services	3
NET346	Windows Exchange Server	3
NET612	Fundamentals of Network Security	3
SPC101	Fundamentals of Oral Communication	3
View Course Descriptions		Total Credits 18

Semester 4

CIS750	Project Management	3
NET269	CCNA Routing and Switching: Connecting Networks	3
NET710	SQL Database	2
NET916	Experiential Learning	5
NET932	Internship	2
Information Technology Elective		2
View Course Descriptions		Total Credits 17

Information Technology Elective Electives

BCA183	Basic Web Design Software	2
BCA232	Multimedia for Web Design	3
CIS604	Visual Basic	3
GRA150	Introduction to Web Design	3
GRA162	Web Page Graphics	3
NET152	Advanced Network Technologies	3
NET474	Certification Preparation	1
NET475	Certification Preparation	2
View Course Descriptions		

Computer Networking Technician – Diploma Courses

Award: Diploma

Program Start: Fall only

The **Computer Networking Technician - Diploma program** requires a mix of general education and hands-on courses. The following list of courses is from the current catalog year, organized in the suggested sequence of study for a full-time student, and is subject to change.

If you are a current student your program requirements may be different than those listed for the current catalog year. [View your Program Evaluation](#) to see your specific program requirements and to search and register for classes.

Program Options

[AAS degree](#)

[Computer Networking Technician - Diploma](#)

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Semester 1

COM781	Written Communication in the Workplace	3
ENG105	Composition I	3
CSC110	Introduction to Computers	3
BCA205	Database/Spreadsheets	3
MAT110	Math for Liberal Arts	3
NET109	A+ Certification Prep	4
NET213	CISCO Networking	4

[View Course Descriptions](#)

Total Credits 17

Semester 2

CIS303	Introduction to Database	3
NET225	Routing and Switching Essentials	4
NET313	Windows Server	3
NET412	Linux System Administration	3
PSY102	Human and Work Relations -OR-	3
PSY111	Introduction to Psychology -OR-	3
SOC110	Introduction to Sociology	3

[View Course Descriptions](#)

Total Credits 16



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Web Programming and Development

The Web Programming and Development program provides students with the knowledge and the skills to create dynamic websites that are e-commerce ready. Students will learn to design, implement, test, troubleshoot, promote, and maintain dynamic web applications in a hands-on approach.

Students will learn multiple web-related languages such as JavaScript, XHTML, CSS, PHP, ASP.NET, and SQL. The program is geared to give students real world hands-on experience in creating websites. Current web standards are stressed throughout the program. New and developing trends such as Web 3.0 and social networking sites are examined.

Students learn how to integrate databases into websites to form dynamic web applications and solve associated security issues. Students create dynamic sites from simple data displays to more complicated e-commerce enabled web applications. Students gain experience in database design, project management, basic computer hardware, desktop operating systems, and other web-related topics.

Hawkeye's Information Technology programs are located in [Black Hawk Hall](#). The Information Technology lab equipment, environment, and technology are state-of-the-art.

Evening Program

Earn a degree in Web Programming and Development in the evening. With classes starting at 3:00 p.m., the evening program allows students to work and go to school at the same time.

Transfer Information

Students in the Web Programming and Development program interested in continuing their education should contact a program advisor.

Web Programming and Development Careers

Graduates find employment in all types of businesses including:

- manufacturing
- service
- education
- distributors
- retail
- tourism
- non-profit
- government agencies

Placement

Starting Wages: \$22,000 - \$32,000 per year*

*Source: Iowa Workforce Development



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Web Programming and Development Admission Requirements

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Basic Skill Competencies Requirements

Option 1

Score at least the following scores on any combination of the below assessment options:

ACT sub scores	COMPASS scores	ASSET scores	ACCUPLACER scores
19 - Reading	82 - Reading	38 - Reading	90 - Reading
16 - English	41 - Writing	35 - Writing	77 - Sentence Skills
16 - Math	39 - Pre-Algebra	40 - Numerical	63 - Arithmetic

Applicants can take the [ACT assessment](#) or the [COMPASS assessment](#) at Hawkeye. Pre-registration is required.

Option 2

Complete all of the following college success courses with a "C" grade or higher at Hawkeye Community College or comparable courses at another accredited college:

- ENG060 College Preparatory Writing I
- RDG040 College Preparatory Reading III
- MAT052 Pre-Algebra

Option 3

Any combination of the above fulfilling the basic skills requirements of algebra, reading, and writing.

Admissions Process

1. [Apply for admission](#).
2. Completed applicant files (we have your application, transcripts, and test scores) will be processed as follows:
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 - b. Applicants meeting the program's admission requirements will be accepted.
3. We accept approximately 24 students and 24 alternates each Fall Semester. Applicants will be accepted based on the date their completed applicant file. If many students share the same date for completing their applicant files, the application date will be used to prioritize their acceptance.
4. If necessary, alternates will be contacted to fill unconfirmed positions in the program. Alternates will be given priority for the next term.

[Hawkeye's Equal Opportunity Statement](#)

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Web Programming and Development Courses

Award: Associate of Applied Science (AAS)

Program Start: Fall only

The **Web Programming and Development program** requires a mix of general education and hands-on courses. The following list of courses is from the current catalog year, organized in the suggested sequence of study for a full-time student, and is subject to change.

If you are a current student your program requirements may be different than those listed for the current catalog year. [View your Program Evaluation](#) to see your specific program requirements and to search and register for classes.

Semester 1

CIS121	Introduction to Programming Logic	3
CIS355	Database Design and Management	4
MAT110	Math for Liberal Arts -OR- Math Elective	3 3
WDV102	Introduction to Web Development	3
WDV105	Web Layouts	3

[View Course Descriptions](#)

Total Credits 16

Semester 2

CIS215	Server Side Web Programming	3
CIS231	PHP Programming	3
COM781	Written Communication in the Workplace -OR-	3
ENG105	Composition I	3
SPC101	Fundamentals of Oral Communication	3
	Elective	3

[View Course Descriptions](#)

Total Credits 15

Semester 3

CIS206	Web Scripting	3
CIS217	Data Driven Web Page	3
CIS225	Advanced Server Side Web Programming	3
PSY102	Human and Work Relations -OR-	3
PSY111	Introduction to Psychology -OR-	3
SOC110	Introduction to Sociology	3
WDV931	Internship	2

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Bryan Renfro
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Elective

3

[View Course Descriptions](#)

Total Credits 17

Semester 4

CIS249 Web Languages 3

WDV300 Advanced Topics in Web Development 3

WDV800 Portfolio 3

WDV931 Internship 2

Elective

3

[View Course Descriptions](#)

Total Credits 14

Electives

BCA183 Basic Web Design Software 2

BCA232 Multimedia for Web Design 3

CIS234 Web Site Administration 3

CIS274 E-Commerce Design 3

GRA150 Introduction to Web Design 3

MGT110 Small Business Management 3

NET109 A+ Certification Prep 4

[View Course Descriptions](#)

Math Electives

MAT122 College Algebra 5

MAT128 Precalculus 4

MAT134 Trigonometry and Analytic Geometry 3

MAT156 Statistics 3

MAT210 Calculus I 4

MAT216 Calculus II 4

MAT219 Calculus III 4

[View Course Descriptions](#)

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Agricultural Power Technology

The Agricultural Power Technology program prepares students for careers as service technicians for farm machinery and power systems in the agricultural industry. Students learn through classroom lecture and hands-on shop experience studying comprehensive applications of repair and maintenance of internal combustion engines, diesel fuel systems, hydraulics, power trains, and electrical/electronic systems.

Transfer Information

Hawkeye's Power Technology department has a block articulation agreement with the University of Northern Iowa Department of Industrial Technology. For more information, contact a program advisor.

[College Catalog](#) | [Next Page >](#)

Agricultural Power Technology Careers

Our graduates can work as technicians in implement dealerships, factories, construction, independent shops, heavy equipment dealerships, independent farms, and consumer product dealerships.

Other areas our graduates work in include equipment salesperson, service management, service writer, farm service manager, and field representative.

Placement

Starting Wages: \$30,000 - \$40,000 per year*

*As reported by the Power Technology Department.

Employers

Caterpillar	Cedar Rapids, IA Des Moines, IA
Cedar Valley Corp	Waterloo, IA
Deike Implement	Waverly, IA
Goos Implement	Gladbrook, IA
Titan Machinery	Waverly, IA
Waterloo Implement	Waterloo, IA

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Agricultural Power Technology Admission Requirements

1. Be a high school graduate or equivalent.
[High School Diploma Verification Process.](#)

2. [Apply at Hawkeye.](#)

3. Meet basic skill competencies in reading, writing, and math.

Basic skill competencies assessment provides information about your academic skills in reading, writing, and math. This information will be used to determine your acceptance, course selection, and registration.

For general admission to Hawkeye Community College, students must provide assessment scores in reading, math, and writing.

College success courses may be required if your assessment score indicates additional help is needed.

For course placement recommendations, based on your assessment score, review the [Assessment Scores and Course Equivalences.](#)

Accepted Assessments

- ACT
- COMPASS
- ASSET
- SAT
- ACCUPLACER (effective Spring 2014)

Previous College Experience

Assessment may be waived based on previous college course work in reading, math, and writing. Send your official college transcripts to the Admissions office for evaluation.

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Agricultural Power Technology Courses

Award: Associate of Applied Science (AAS)

Program Start: Fall only

Enrollment Status: Full-time only

The **Agricultural Power Technology program** requires a mix of general education and hands-on courses. The following list of courses is from the current catalog year, organized in the suggested sequence of study for a full-time student, and is subject to change.

If you are a current student your program requirements may be different than those listed for the current catalog year. [View your Program Evaluation](#) to see your specific program requirements and to search and register for classes.

Semester 1

AGM104	Electricity	4
AGM107	Gas Engine Rebuild	7
AGM113	Hydraulics I	3
COM781	Written Communication in the Workplace -OR-	3
ENG105	Composition I	3

[View Course Descriptions](#)

Total Credits 17

Semester 2

DSL377	Diesel Engine Rebuild	7
DSL447	Diesel Fuel Systems	7
MAT772	Applied Math -OR-	3
	<u>Math Elective</u>	3

[View Course Descriptions](#)

Total Credits 17

Semester 3

AGM224	Hydraulics II	4
AGM327	Equipment Maintenance	7
AGM333	Electronics	3
PSY102	Human and Work Relations -OR-	3
PSY111	Introduction to Psychology -OR-	3
SOC110	Introduction to Sociology	3

[View Course Descriptions](#)

Total Credits 17

Semester 4

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AGM408	Power Transfer Systems	7
AGM417	Ag Equipment Repair	7
SPC101	Fundamentals of Oral Communication	3

[View Course Descriptions](#)

Total Credits 17

Math Electives

MAT110	Math for Liberal Arts	3
MAT122	College Algebra	5
MAT128	Precalculus	4
MAT134	Trigonometry and Analytic Geometry	3
MAT156	Statistics	3
MAT210	Calculus I	4
MAT216	Calculus II	4
MAT219	Calculus III	4

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Automotive Technology

The Automotive Technology program prepares students for a career in the vast field of automotive repair. In auto education classes, students gain hands-on experience in testing and diagnosing, engine drivability diagnosis, automatic transmissions, gas engines, suspension, alignment, brakes, and basic electricity.

Automotive service technicians must continually adapt to changing technology as vehicle components and systems become increasingly sophisticated.

Accreditation

The Automotive Technology program is A.S.E. Master Certified in all eight areas of curriculum by the National Automotive Technician Education Foundation ([NATEF](#)).

Transfer Information

Hawkeye's Power Technology Department has a block articulation agreement with the University of Northern Iowa Department of Industrial Technology. For more information, contact a program advisor.

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Automotive Technology Admission Requirements

1. Be a high school graduate or equivalent.
[High School Diploma Verification Process.](#)

2. [Apply at Hawkeye.](#)

3. Meet basic skill competencies in reading, writing, and math.

Basic skill competencies assessment provides information about your academic skills in reading, writing, and math. This information will be used to determine your acceptance, course selection, and registration.

For general admission to Hawkeye Community College, students must provide assessment scores in reading, math, and writing.

College success courses may be required if your assessment score indicates additional help is needed.

For course placement recommendations, based on your assessment score, review the [Assessment Scores and Course Equivalences.](#)

Accepted Assessments

- ACT
- COMPASS
- ASSET
- SAT
- ACCUPLACER (effective Spring 2014)

Previous College Experience

Assessment may be waived based on previous college course work in reading, math, and writing. Send your official college transcripts to the Admissions office for evaluation.

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Automotive Technology Courses

Award: Associate of Applied Science (AAS)

Program Start: Fall only

The **Automotive Technology program** requires a mix of general education and hands-on courses. The following list of courses is from the current catalog year, organized in the suggested sequence of study for a full-time student, and is subject to change.

If you are a current student your program requirements may be different than those listed for the current catalog year. [View your Program Evaluation](#) to see your specific program requirements and to search and register for classes.

Semester 1

AUT106	Introduction to Automotive Technology	2
AUT109	Introduction to Automotive Technology II	2
AUT164	Automotive Engine Repair	4
AUT504	Automotive Brake Systems	4
AUT610	Automotive Electrical I	4
MAT772	Applied Math -OR-	3
	<u>Math Elective</u>	3

[View Course Descriptions](#)

Total Credits 19

Automotive courses are four weeks long. Students take one to two classes at a time throughout the semester.

Semester 2

AUT307	Automotive Manual Transmissions/Transaxles	4
AUT404	Automotive Suspension and Steering	4
AUT643	Automotive Starting, Charging, and Electrical	4
AUT842	Automotive Computerized Engine Controls	4
PSY102	Human and Work Relations -OR-	3
PSY111	Introduction to Psychology -OR-	3
SOC110	Introduction to Sociology	3

[View Course Descriptions](#)

Total Credits 19

Automotive courses are four weeks long. Students take one to two classes at a time throughout the semester.

Semester 3

AUT537	Automotive Advanced Brake Systems	4
AUT704	Automotive Heating and Air Conditioning	4

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AUT834	Automotive Fuel Systems	4
AUT886	Comprehensive Application	4
COM781	Written Communication in the Workplace -OR-	3
ENG105	Composition I	3

[View Course Descriptions](#)

Total Credits 19

Automotive courses are four weeks long. Students take one to two classes at a time throughout the semester.

Semester 4

AUT204	Automotive Automatic Transmissions and Transaxles	4
AUT315	Automotive Differentials and 4-Wheel Drive	4
AUT631	Automotive Electronics	4
AUT827	Automotive Ignition Systems	4
SPC101	Fundamentals of Oral Communication	3

[View Course Descriptions](#)

Total Credits 19

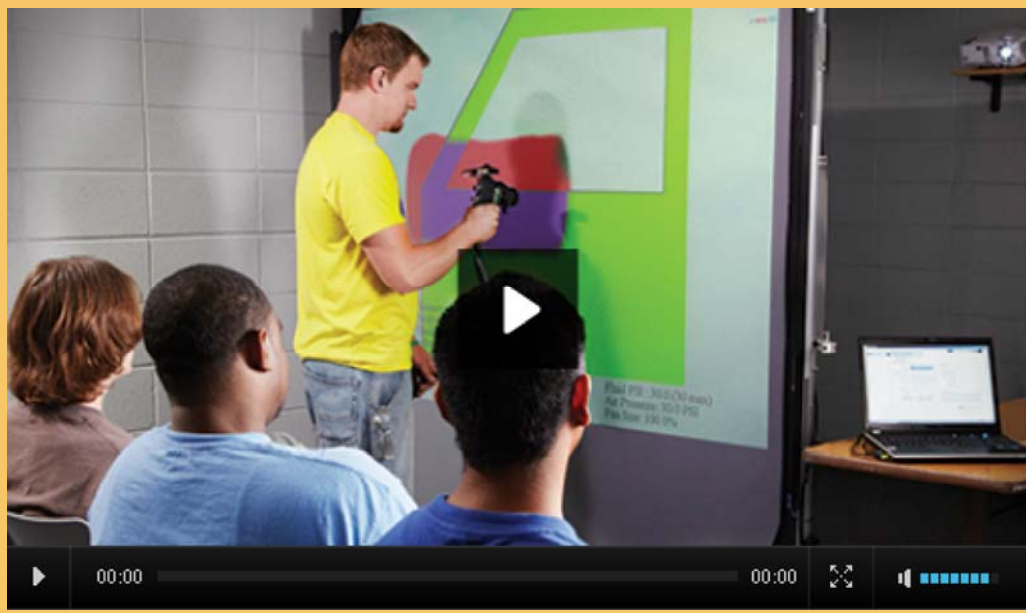
Automotive courses are four weeks long. Students take one to two classes at a time throughout the semester.

Math Electives

MAT110	Math for Liberal Arts	3
MAT122	College Algebra	5
MAT128	Precalculus	4
MAT134	Trigonometry and Analytic Geometry	3
MAT156	Statistics	3
MAT210	Calculus I	4
MAT216	Calculus II	4
MAT219	Calculus III	4

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Collision Repair and Refinishing

The Collision Repair and Refinishing program provides students with the training and knowledge needed for entry into the various collision, refinishing, auto body and repair fields such as auto frame/unibody technician, auto body painter/refinisher, collision specialist, estimator, and auto body management. Students are provided with classroom and hands-on experience studying comprehensive applications in auto body and repair/refinishing. Students will learn paint techniques on Hawkeye's state-of-the-art [virtual paint system](#).

Transfer Information

Hawkeye's Power Technology department has a block articulation agreement with the University of Northern Iowa Department of Industrial Technology. For more information, contact a program advisor.

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Collision Repair and Refinishing Careers

Graduates of the Collision Repair and Refinishing program have a wide variety of career opportunities including:

- body shop manager *
- auto body specialist
- vehicle restoration
- collision repair
- aircraft refinishing
- automotive customizing
- heavy truck body repair
- auto insurance adjuster *
- auto appraiser *
- frame specialist
- painter
- motorcycle painter
- auto body product salesperson
- auto salvage business

* Requires additional course work.

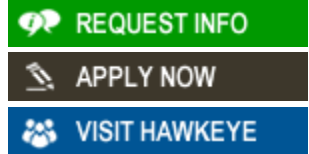
Placement

Starting Wages - \$24,500 - \$39,000 per year*

*Source: Iowa Workforce Development

Employers

Black Hawk Auto Refinishers	LaPorte City, IA
Deery Brothers Collision Center	Cedar Falls, IA
Dick Witham Crossroads Ford	Waterloo, IA
Droste's Auto Care	Waterloo, IA
Dunlap Motors	Independence, IA
Iowa Auto Rebuilders	Waterloo, IA
Palau & Sons	Manchester, IA
Roskamp Champion	Waterloo, IA
Rydell Chevrolet, Mitsubishi, Inc.	Waterloo, IA
Terex Cranes, Inc.	Waverly, IA



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Collision Repair and Refinishing Admission Requirements

1. Be a high school graduate or equivalent.
[High School Diploma Verification Process.](#)

2. [Apply at Hawkeye.](#)

3. Meet basic skill competencies in reading, writing, and math.

Basic skill competencies assessment provides information about your academic skills in reading, writing, and math. This information will be used to determine your acceptance, course selection, and registration.

For general admission to Hawkeye Community College, students must provide assessment scores in reading, math, and writing.

College success courses may be required if your assessment score indicates additional help is needed.

For course placement recommendations, based on your assessment score, review the [Assessment Scores and Course Equivalences.](#)

Accepted Assessments

- ACT
- COMPASS
- ASSET
- SAT
- ACCUPLACER (effective Spring 2014)

Previous College Experience

Assessment may be waived based on previous college course work in reading, math, and writing. Send your official college transcripts to the Admissions office for evaluation.

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Collision Repair and Refinishing Courses

Award: Associate of Applied Science (AAS)

Program Start: Fall only

Enrollment Status: Full-time only

The **AAS degree program** requires a mix of general education and hands-on courses. The following list of courses is from the current catalog year, organized in the suggested sequence of study for a full-time student, and is subject to change.

If you are a current student your program requirements may be different than those listed for the current catalog year. [View your Program Evaluation](#) to see your specific program requirements and to search and register for classes.

Program Options

[AAS degree](#)

[Diploma](#)

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Semester 1

CRR306	Introduction to Collision Repair	6
CRR806	Introduction to Refinishing	6
MAT772	Applied Math -OR-	3
	<u>Math Elective</u>	3
SPC101	Fundamentals of Oral Communication	3

[View Course Descriptions](#)

Total Credits 18

Semester 2

COM781	Written Communication in the Workplace -OR-	3
ENG105	Composition I	3
CRR331	Basic Collision Procedures	6
CRR836	Refinishing II	6
PSY102	Human and Work Relations -OR-	3
PSY111	Introduction to Psychology -OR-	3
SOC110	Introduction to Sociology	3

[View Course Descriptions](#)

Total Credits 18

Semester 3

CRR876	Refinishing Production	6
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[View Course Descriptions](#)

Total Credits 6

Semester 4

CRR510	Collision Production Technology	7
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CRR877 Refinishing Applications 7

[View Course Descriptions](#)

Total Credits 14

Semester 5

CRR657 Advanced Collision Repair 7

CRR881 Refinishing Production Technology 7

[View Course Descriptions](#)

Total Credits 14

Math Electives

MAT110 Math for Liberal Arts 3

MAT122 College Algebra 5

MAT128 Precalculus 4

MAT134 Trigonometry and Analytic Geometry 3

MAT156 Statistics 3

MAT210 Calculus I 4

MAT216 Calculus II 4

MAT219 Calculus III 4

[View Course Descriptions](#)

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Collision Repair and Refinishing – Diploma Courses

Award: Diploma

Program Start: Fall only

Enrollment Status: Full-time only

The **Diploma program** requires a mix of general education and hands-on courses. The following list of courses is from the current catalog year, organized in the suggested sequence of study for a full-time student, and is subject to change.

If you are a current student your program requirements may be different than those listed for the current catalog year. [View your Program Evaluation](#) to see your specific program requirements and to search and register for classes.

Program Options

[AAS degree](#)

[Diploma](#)

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Semester 1

CRR306	Introduction to Collision Repair	6
CRR806	Introduction to Refinishing	6
MAT772	Applied Math -OR- <u>Math Elective</u>	3 3
SPC101	Fundamentals of Oral Communication	3

[View Course Descriptions](#)

Total Credits 18

Semester 2

COM781	Written Communication in the Workplace -OR-	3
ENG105	Composition I	3
CRR331	Basic Collision Procedures	6
CRR836	Refinishing II	6
PSY102	Human and Work Relations -OR-	3
PSY111	Introduction to Psychology -OR-	3
SOC110	Introduction to Sociology	3

[View Course Descriptions](#)

Total Credits 18

Semester 3

CRR876	Refinishing Production	6
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[View Course Descriptions](#)

Total Credits 6

Math Electives

MAT110	Math for Liberal Arts	3
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MAT122	College Algebra	5
MAT128	Precalculus	4
MAT134	Trigonometry and Analytic Geometry	3
MAT156	Statistics	3
MAT210	Calculus I	4
MAT216	Calculus II	4
MAT219	Calculus III	4

[View Course Descriptions](#)

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Construction Equipment Operation

The Construction Equipment Operation program prepares students to become entry-level equipment operators. Students receive the hands-on training needed to operate construction equipment and machines used for earth and materials moving. They will work with wheel loaders, skid steer loaders, dump trucks, flatbed transport trailers, compact excavators, backhoes, and track machines. Students will also learn about pre-operational inspection, personal protective equipment, job site safety practices, blueprint reading, construction site preparation, and equipment maintenance.

Students train and test to obtain a Commercial Driver's License (CDL). Our instructors are trained and state certified to teach the Federal Motor Carrier Safety Administration standards for tractor-trailer drivers and are Third Party Commercial License Testers for the State of Iowa. Federal and state laws require intrastate drivers must be at least 18 years of age.

Experience and Training

The Construction Equipment Operation program provides an eight-week Workplace Experience. This allows students to gain real-work experience at a job site and ensures they develop the skills they need to succeed on the job.

Transfer Options

This program transitions nicely into other construction related programs, including [Sustainable Construction and Design](#) and [Civil and Construction Engineering Technology](#). For more information, contact a program advisor.

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Construction Equipment Operation Careers

Graduate may find employment as construction equipment operators for:

- commercial and residential building contractors
- trenching and excavation contractors
- county, state, and interstate road construction contractors
- road maintenance departments

Starting Wages: \$30,000 - \$40,000*

*Source: Iowa Workforce Development

Potential Employers

This program's advisory committee members and other construction and transportation companies may hire graduates.

Altorfer Inc.	Cedar Falls, IA
Baker Concrete and Excavating	Clermont, IA
Benton's Ready Mixed Concrete	Cedar Falls, IA
Benton's Sand & Gravel Inc.	Cedar Falls, IA
Don Gardner Construction Co.	Waterloo, IA
Don Schmitz & Sons Inc.	Waterloo, IA
Peterson Contractors Inc.	Reinbeck , IA
Stickfort Construction Corporation	Hudson, IA
Vieth Construction Corporation	Cedar Falls, IA

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Construction Equipment Operation Admission Requirements

1. Be a high school graduate or equivalent.
[High School Diploma Verification Process.](#)
2. [Apply at Hawkeye.](#)
3. Meet basic skill competencies in reading, writing, and math.

Basic skill competencies assessment provides information about your academic skills in reading, writing, and math. This information will be used to determine your acceptance, course selection, and registration.

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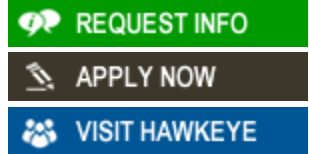
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- ACT
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- SAT
- ACCUPLACER (effective Spring 2014)

Previous College Experience

Assessment may be waived based on previous college course work in reading, math, and writing. Send your official college transcripts to the Admissions office for evaluation.

[Hawkeye's Equal Opportunity Statement](#)



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Construction Equipment Operation Courses

Award: Diploma

Program Start: Summer only

Enrollment Status: Full-time only

The **Construction Equipment Operation program** requires a mix of general education and hands-on courses. The following list of courses is from the current catalog year, organized in the suggested sequence of study for a full-time student, and is subject to change.

If you are a current student your program requirements may be different than those listed for the current catalog year. [View your Program Evaluation](#) to see your specific program requirements and to search and register for classes.

Program Note

Before the start of classes you must have:

- a valid driver's license with a good driving record
- a stable work history

During the first week of classes you must complete:

- a DOT physical examination
- a DOT drug test with negative results

Semester 1 – Summer

HEQ100	Introduction to Construction Equipment Operation	1
HEQ102	Preoperational Inspection	2
HEQ104	Equipment Maintenance I	2
HEQ105	Skid Steer Operation	3
HEQ106	Compact Excavator Operation	3
HEQ107	Wheel Loader Operation	2

[View Course Descriptions](#)

Total Credits 13

Courses will meet for 12 weeks.

Semester 2 – Fall

CON108	Construction Safety	1
CON131	Site Layout and Blueprint Reading	1
HEQ108	Backhoe Operation	3
HEQ109	All Terrain Lifts Operation	2
HEQ114	Track Equipment Operation	3
MAT772	Applied Math -OR-	3
MAT110	Math for Liberal Arts -OR-	3
COM781	Written Communication in the Workplace -OR-	3

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ENG105	Composition I -OR-	3
COM730	Communications	3
TDT126	Commercial License Preparation	3
TDT128	Driving Skills Development	3
View Course Descriptions		Total Credits 19

Semester 3 – Spring

HEQ110	Support Equipment Operation	2
HEQ111	Jobsite Certifications	4
HEQ113	Equipment Maintenance II	3
HEQ905	Workplace Experience	3
TDT100	Interpersonal Relations	2
View Course Descriptions		Total Credits 14

Courses will meet for the first 8 weeks and Workplace Experience will meet for the last 8 weeks of the semester.

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Diesel Truck Technology

The Diesel Truck Technology program prepares students to become proficient while developing the skills for service and repair procedures on gasoline and diesel trucks. Students train in a number of areas including repair and maintenance of internal combustion engines, diesel fuel systems, hydraulics, power train, and electrical/electronic systems.

Transfer Information

Hawkeye's Power Technology department has a block articulation agreement with the University of Northern Iowa Department of Industrial Technology. For more information, contact a program advisor.

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Diesel Truck Technology Careers

Graduates work in truck stops, heavy equipment shops, consumer product dealerships, independent repair shops, engine machine shops as truck and engine troubleshooters, and as maintenance personnel. Other areas our graduates may work in include dispatch, service manager, DOT inspector, independent shop, and repair technician in diesel, heavy equipment, and recreation vehicles - RV, boat, and train.

Placement

Starting Wages: \$30,000 - \$40,000 per year*

*As reported by the Power Technology department.

Employers

Altorfer Machinery	Cedar Rapids, IA
Cedar Valley Corp	Waterloo, IA
Don's Truck Sales	Fairbank, IA
Harrison Truck Center	Waterloo, IA
Hawkeye International Truck	Cedar Rapids, IA Waterloo, IA
Peterbilt	Des Moines, IA
Warren Transportation	Waterloo, IA

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Diesel Truck Technology Admission Requirements

1. Be a high school graduate or equivalent.
[High School Diploma Verification Process.](#)

2. [Apply at Hawkeye.](#)

3. Meet basic skill competencies in reading, writing, and math.

Basic skill competencies assessment provides information about your academic skills in reading, writing, and math. This information will be used to determine your acceptance, course selection, and registration.

For general admission to Hawkeye Community College, students must provide assessment scores in reading, math, and writing.

College success courses may be required if your assessment score indicates additional help is needed.

For course placement recommendations, based on your assessment score, review the [Assessment Scores and Course Equivalences.](#)

Accepted Assessments

- ACT
- COMPASS
- ASSET
- SAT
- ACCUPLACER (effective Spring 2014)

Previous College Experience

Assessment may be waived based on previous college course work in reading, math, and writing. Send your official college transcripts to the Admissions office for evaluation.

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Diesel Truck Technology Courses

Award: Associate of Applied Science (AAS)

Program Start: Fall only

Enrollment Status: Full-time only

The **Diesel Truck Technology program** requires a mix of general education and hands-on courses. The following list of courses is from the current catalog year, organized in the suggested sequence of study for a full-time student, and is subject to change.

If you are a current student your program requirements may be different than those listed for the current catalog year. [View your Program Evaluation](#) to see your specific program requirements and to search and register for classes.

Semester 1

AGM104	Electricity	4
AGM107	Gas Engine Rebuild	7
AGM113	Hydraulics I	3
COM781	Written Communication in the Workplace -OR-	3
ENG105	Composition I	3

[View Course Descriptions](#)

Total Credits 17

Semester 2

DSL377	Diesel Engine Rebuild	7
DSL447	Diesel Fuel Systems	7
MAT772	Applied Math -OR-	3
	<u>Math Elective</u>	3

[View Course Descriptions](#)

Total Credits 17

Semester 3

AGM224	Hydraulics II	4
AGM327	Equipment Maintenance	7
AGM333	Electronics	3
PSY102	Human and Work Relations -OR-	3
PSY111	Introduction to Psychology -OR-	3
SOC110	Introduction to Sociology	3

[View Course Descriptions](#)

Total Credits 17

Semester 4

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AGM408	Power Transfer Systems	7
DSL807	Diesel Truck Equipment Repair	7
SPC101	Fundamentals of Oral Communication	3

[View Course Descriptions](#)

Total Credits 17

Math Electives

MAT110	Math for Liberal Arts	3
MAT122	College Algebra	5
MAT128	Precalculus	4
MAT134	Trigonometry and Analytic Geometry	3
MAT156	Statistics	3
MAT210	Calculus I	4
MAT216	Calculus II	4
MAT219	Calculus III	4

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Truck Driving and Transportation Training

The Truck Driving and Transportation Training program prepares students to become professional over-the-road and local truck drivers. Students train and test to obtain a Commercial Driver's License and assume positions in this profession.

Using a new [23-acre driving range](#) along with the latest, most-advanced [driving simulators](#), students are individually instructed as they develop their driving skills, gain profession knowledge, and study lawful regulations vital to the trucking industry. Our instructors are trained and state certified to teach the Federal Motor Carrier Safety Administration standards for tractor-trailer drivers and are Third Party Commercial License Testers for the State of Iowa. Federal and State laws require interstate drivers be at least 21 years of age and intrastate drivers must be at least 18 years of age.

Accreditation

This program is approved by the Iowa Department of Transportation, Iowa Department of Education, the Iowa Motor Truck Association, and the Iowa Job Training Program.

Transfer Information

Students in the Truck Driving and Transportation program interested in continuing their education should contact a program advisor.

Truck Driving and Transportation Training Careers

Graduates of the Truck Driving and Transportation Training program are trained as professional truck drivers. Many have entered the related fields as DOT officers, shipping and terminal managers, freight agents, freight brokers, log clerks, traffic specialists, spotters, dispatchers, and transportation sales persons.

Placement

Starting Wages: \$26,000 - \$38,000 per year*

Iowa Workforce Development forecasts more than 1,660 job openings each year for truck drivers in Iowa through the year 2020.

*Source: Iowa Workforce Development

Employers

Cedar Valley Corp	Waterloo, IA
Denver Construction	Waterloo, IA
Gray Transportation Company	Waterloo, IA
Keim TS	Fort Dodge, IA
Martin Bros. Distributing	Cedar Falls, IA
Peterson Contractors, Inc.	Reinbeck, IA
Schneider National Carriers	Green Bay, WI
TransAm Trucking	Olathe, KS
Werner Enterprises	Omaha, NE

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Truck Driving and Transportation Training Admission Requirements

1. Be a high school graduate or equivalent.
[High School Diploma Verification Process.](#)

2. [Apply at Hawkeye.](#)

3. Meet basic skill competencies in reading, writing, and math.

Basic skill competencies assessment provides information about your academic skills in reading, writing, and math. This information will be used to determine your acceptance, course selection, and registration.

For general admission to Hawkeye Community College, students must provide assessment scores in reading, math, and writing.

College success courses may be required if your assessment score indicates additional help is needed.

For course placement recommendations, based on your assessment score, review the [Assessment Scores and Course Equivalences.](#)

Accepted Assessments

- ACT
- COMPASS
- ASSET
- SAT
- ACCUPLACER (effective Spring 2014)

Previous College Experience

Assessment may be waived based on previous college course work in reading, math, and writing. Send your official college transcripts to the Admissions office for evaluation.

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Truck Driving and Transportation Training – 16-Week Certificate Courses

Award: Certificate

Program Start: Fall, Spring, Summer

The following list of courses is from the current catalog year, organized in the suggested sequence of study for a full-time student, and is subject to change.

If you are a current student your program requirements may be different than those listed for the current catalog year. [View your Program Evaluation](#) to see your specific program requirements and to search and register for classes.

Program Note


Before the start of classes you must have:


- a valid driver’s license with a good driving record
- a stable work history


During the first week of classes you must complete:

- a DOT physical examination
- a DOT drug test with negative results

Semester 1		
TDT100	Interpersonal Relations	2
TDT115	Transportation Industry and Driver Regulations	4
TDT118	Driving Range I	6
TDT121	Driving Range II	2
TDT122	Driving Range III	2
TDT938	Truck Transportation On-the-Job Training	3
View Course Descriptions		Total Credits 19

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Emergency Medical Services

The Emergency Medical Services (EMS) program prepares students for entry-level positions in the workforce as emergency medical technicians and paramedics. Students gain the knowledge and skills necessary to recognize, assess, and manage medical emergencies in a pre-hospital setting. They learn to evaluate and manage patients with acute traumatic and medical conditions. They're prepared to provide optimal response and care to victims of any emergency, disaster, or mass casualty event. Emergency medical services is a unique combination of public health, public safety, and acute patient care.

The [two-year Associate of Applied Science degree in Emergency Medical Services](#) is recommended for individuals who would like to become a paramedic and pursue a management position in emergency medical services.

Paramedic Certificate Option

The [three-semester Paramedic certificate option](#) is recommended for individuals who are state-licensed emergency medical technicians (EMT) and would like to advance their career as a paramedic.

Accreditation

The Emergency Medical Services program is authorized as an EMS training program by the Iowa Department of Public Health, [Bureau of Emergency Medical Services](#) (EMS).

The program received a Letter of Review from the [Committee on Accreditation of Educational Programs for the Emergency Medical Services Professions](#) (CoAEMSP) and is in the process of obtaining national accreditation by the [Commission on Accreditation of Allied Health Education Programs](#).

Certification

Students who successfully complete EMS courses will be eligible to take national certification exams through the [National Registry of Emergency Medical Technicians](#) (NREMT).



Continuing Education Options

Hawkeye offers [continuing education courses](#) for graduates and professionals to maintain their EMS licenses in the State of Iowa.

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Emergency Medical Services Careers

Graduates may find employment working as emergency medical technicians (EMTs) or paramedics in fire departments, hospitals, private ambulance services, air medical services, federal government positions, and private corporations.

Starting Wages: \$21,000 - \$32,000 per year*

*Source: Iowa Workforce Development

Potential Employers

This program's advisory committee members and other paramedic and EMS services may hire graduates.

Covenant Paramedic Service	Waterloo, IA
Sartori Paramedic Services	Cedar Falls, IA
Unity Point - Allen Hospital	Waterloo, IA
Waterloo Fire Rescue	Waterloo, IA
Waverly Health Center Ambulance	Waverly, IA

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Criminal History Matters

As a future emergency services responder, students need to use good judgment in all areas of their personal, professional, and scholastic interactions and activities; and must keep their records clean. All hospitals, EMS, and fire agencies require background checks for internships, volunteer placements, and employment.

Be aware that character counts and your behavior can sabotage your ability to graduate from this program and your ability to work in the field. Consider what your actions and criminal history says about you....i.e. an OWI conviction indicates that you demonstrate poor judgment by drinking to excess and deciding to drive, which may kill or injure you or another person.

If you want to work in emergency services, avoid these issues:

- Acquiring speeding tickets or safety violation citations.
- Acquiring a suspended driver's license or citations for driving with a suspended license.
- Participating in underage drinking, using fake ID's, or buying alcohol for underage persons.
- Use or abuse of prescription drugs, street drugs, club drugs (ecstasy), marijuana, or synthetic drugs.
- Engaging in theft of property, goods, or services.
- Assault or battery related cases.

You will not be employable in emergency services if you have:

- Felony convictions.
- Domestic abuse convictions.
- Placement on an abuse registry (sex offender, child/elder abuse).
- Drug convictions, or history of drug use or abuse (methamphetamine, cocaine, heroin, etc.)
Each agency (city, county, state, or federal) sets their own limits on marijuana use from zero tolerance to a limited amount of use, and factors in how recent the use was.

Ultimately, potential employers will rationalize your behavior by this criteria: If you know or reasonably believe an action is illegal or will cause harm then the best candidate will take responsibility, demonstrate self-control, and not do it.

Lastly, employers will ask our faculty for references. Students need to know that full time faculty and adjunct faculty members are constantly formally and informally assessing students in terms of academic performance, attendance, honesty, professionalism, social skills, maturity, and appearance so that we can make objective assessments when asked. Your interactions count, and we are here to mentor you.

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Emergency Medical Services Admission Requirements

1. Be a high school graduate or equivalent.
[High School Diploma Verification Process.](#)
2. [Apply at Hawkeye.](#)
3. Meet basic skill competencies in reading, writing, and math.

Basic skill competencies assessment provides information about your academic skills in reading, writing, and math. This information will be used to determine your acceptance, course selection, and registration.

For general admission to Hawkeye Community College, students must provide assessment scores in reading, math, and writing.

College success courses may be required if your assessment score indicates additional help is needed.

For course placement recommendations, based on your assessment score, review the [Assessment Scores and Course Equivalences.](#)

Accepted Assessments

- ACT
- COMPASS
- ASSET
- SAT
- ACCUPLACER (effective Spring 2014)

Previous College Experience

Assessment may be waived based on previous college course work in reading, math, and writing. Send your official college transcripts to the Admissions office for evaluation.

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Program Options

[AAS degree](#)

[Paramedic - Certificate](#)

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Paramedic Certificate Admission Requirements

Basic Skill Competencies Requirements

Option 1

Score at least the following scores on any combination of the below assessment options:

ACT sub scores	COMPASS scores	ASSET scores	ACCUPLACER scores
19 - Reading	82 - Reading	38 - Reading	90 - Reading
19 - English	65 - Writing	40 - Writing	98 - Sentence Skills
14 - Math	24 - Pre-Algebra	38 - Numerical	40 - Arithmetic

Applicants can take the [ACT assessment](#) or the [COMPASS assessment](#) at Hawkeye. Pre-registration is required.

Option 2

Apply to the Associate of Applied Science degree in Emergency Medical Services in order to complete all of the following college success courses with a "C" grade or higher at Hawkeye Community College or comparable courses at another accredited college:

- ENG061 College Preparatory Writing II
- RDG040 College Preparatory Reading III
- MAT045 Fundamentals of Math

Option 3

Any combination of the above fulfilling the basic skills requirements of algebra, reading, and writing.

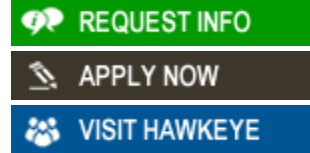
Admissions Process

1. [Apply for admission](#).
2. Completed applicant files (we have your application, transcripts, and test scores) will be processed as follows:
 - a. Applicants who do not meet the program's admission requirements will be sent an admissions inactivation letter.
 - b. Applicants meeting all admission requirements will be accepted.
3. We accept approximately 20 students and 10 alternates each Fall Semester. Applicants will be accepted based on the date their completed applicant file. If many students share the same date for completing their applicant files, the application date will be used to prioritize their acceptance.
4. If necessary, alternates will be contacted to fill unconfirmed positions in the program. Alternates will be given priority for the next term.

Program Options

[AAS degree](#)

[Paramedic - Certificate](#)



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Emergency Medical Services Courses

Award: Associate of Applied Science (AAS)

Program Start: Fall, Spring, Summer

Enrollment Status: Full-time only

The **AAS degree program** requires a mix of general education and hands-on courses. The following list of courses is from the current catalog year, organized in the suggested sequence of study for a full-time student, and is subject to change.

If you are a current student your program requirements may be different than those listed for the current catalog year. [View your Program Evaluation](#) to see your specific program requirements and to search and register for classes.

Required Background Screenings

Prior to the first day of classes, you will be required to complete:

- drug screening,
- a criminal background check,
- sex offender registry,
- child abuse registry, and
- dependent adult registry.

Failing a drug screening or background check will result in dismissal from the program.

Program Course Note

You must achieve a minimum "C" grade in all courses that are required to complete the program.

Semester 1

EMS201	Emergency Medical Technician		7
ENG105	Composition I	GEN ED	3
SOC110	Introduction to Sociology -OR-	GEN ED	3
SOC205	Diversity in America		3
SPC101	Fundamentals of Oral Communication	GEN ED	3

[View Course Descriptions](#)

Total Credits 16

Semester 2

BIO163	Essentials of Anatomy and Physiology		4
MAT110	Math for Liberal Arts -OR-	GEN ED	3
MAT156	Statistics		3
PSY111	Introduction to Psychology	GEN ED	3

[EMS Electives](#)

Total Credits 16

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Semester 3

EMS541	Clinical I	3
EMS619	Airway and Patient Assessment	4
EMS641	Introduction to Paramedicine	3
EMS671	Paramedic Pharmacology/Pathophysiology	3
EMS678	Traumatic Emergencies for the Paramedic	3

[View Course Descriptions](#)**Total Credits 16****Semester 4**

EMS546	Clinical II	3
EMS650	Medical and Psychological Emergencies	4
EMS674	Cardiology for the Paramedic	4
EMS677	Special Populations for the Paramedic	4

[View Course Descriptions](#)**Total Credits 15****Semester 5 – Summer**

EMS655	Transition to Paramedic Practice	4
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[View Course Descriptions](#)**Total Credits 4****EMS Electives**

COM763	Introduction to Professional Writing	3
CRJ285	Physical Conditioning for Public Services	2
EMS114	Emergency Medical Responder	2
FIR139	Fire Fighter I	4
FIR214	Legal Aspects of the Emergency Services	3
FIR300	Principles of Fire and EMS Administration	3

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Paramedic Certificate Courses

Award: Certificate

Program Start: Fall only

Enrollment Status: Full-time only

The following list of courses is from the current catalog year, organized in the suggested sequence of study for a full-time student, and is subject to change.

If you are a current student your program requirements may be different than those listed for the current catalog year. [View your Program Evaluation](#) to see your specific program requirements and to search and register for classes.

Required Background Screenings

Prior to the first day of classes, you will be required to complete:

- drug screening,
- a criminal background check,
- sex offender registry,
- child abuse registry, and
- dependent adult registry.

Failing a drug screening or background check will result in dismissal from the program.

Required Certification

Prior to the first day of classes, you will be required to be a certified emergency medical technician (EMT) and present a certificate from the Iowa Bureau of EMS.

Program Course Note

You must achieve a minimum "C" grade in all courses that are required to complete the program.

Semester 1

EMS541	Clinical I	3
EMS619	Airway and Patient Assessment	4
EMS641	Introduction to Paramedicine	3
EMS671	Paramedic Pharmacology/Pathophysiology	3
EMS678	Traumatic Emergencies for the Paramedic	3

[View Course Descriptions](#)

Total Credits 16

Semester 2

EMS546	Clinical II	3
EMS650	Medical and Psychological Emergencies	4
EMS674	Cardiology for the Paramedic	4
EMS677	Special Populations for the Paramedic	4

Program Options

[AAS degree](#)

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Semester 3

EMS655 Transition to Paramedic Practice

4

[View Course Descriptions](#)

Total Credits 4

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Fire Science

The Fire Science program is designed to prepare students for entry-level technical or administrative careers in fire service. Students develop the knowledge and understanding of building construction, management, and fire behaviors and hazards. They receive hands-on training in fire suppression, protection, prevention, investigation, and safety techniques and are prepared to react appropriately in emergency situations.

This program follows the [Fire and Emergency Services Higher Education](#) (FESHE) curriculum by the U.S. Fire Administration. Designed in cooperation with local fire department officials, the program provides education paths for individuals seeking a fire services career and for practicing firefighters to advance their careers. Credit may be awarded toward the degree for existing certifications and verified industry trainings.

Certification

Students who successfully complete the FIR139 Fire Fighter I course will be eligible to take the International Fire Service Accreditation Congress (IFSAC) Firefighter I certification through the Iowa Department of Public Safety, [Iowa Fire Service Training Bureau](#).

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John Cockrell
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Fire Science Careers

Graduates may find employment working as firefighters, fire investigators, fire insurance inspectors, or fire protection specialists in city and county fire departments, state and federal governments, private insurance or safety companies, and private fire protection companies.

Starting Wages: \$24,500 - \$40,500 per year*

*Source: Iowa Workforce Development

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 Find us on
Facebook

Criminal History Matters

As a future emergency services responder, students need to use good judgment in all areas of their personal, professional, and scholastic interactions and activities; and must keep their records clean. All hospitals, EMS, and fire agencies require background checks for internships, volunteer placements, and employment.

Be aware that character counts and your behavior can sabotage your ability to graduate from this program and your ability to work in the field. Consider what your actions and criminal history says about you....i.e. an OWI conviction indicates that you demonstrate poor judgment by drinking to excess and deciding to drive, which may kill or injure you or another person.

If you want to work in emergency services, avoid these issues:

- Acquiring speeding tickets or safety violation citations.
- Acquiring a suspended driver's license or citations for driving with a suspended license.
- Participating in underage drinking, using fake ID's, or buying alcohol for underage persons.
- Use or abuse of prescription drugs, street drugs, club drugs (ecstasy), marijuana, or synthetic drugs.
- Engaging in theft of property, goods, or services.
- Assault or battery related cases.

You will not be employable in emergency services if you have:

- Felony convictions.
- Domestic abuse convictions.
- Placement on an abuse registry (sex offender, child/elder abuse).
- Drug convictions, or history of drug use or abuse (methamphetamine, cocaine, heroin, etc.)
Each agency (city, county, state, or federal) sets their own limits on marijuana use from zero tolerance to a limited amount of use, and factors in how recent the use was.

Ultimately, potential employers will rationalize your behavior by this criteria: If you know or reasonably believe an action is illegal or will cause harm then the best candidate will take responsibility, demonstrate self-control, and not do it.

Lastly, employers will ask our faculty for references. Students need to know that full time faculty and adjunct faculty members are constantly formally and informally assessing students in terms of academic performance, attendance, honesty, professionalism, social skills, maturity, and appearance so that we can make objective assessments when asked. Your interactions count, and we are here to mentor you.

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Fire Science Admission Requirements

1. Be a high school graduate or equivalent.
[High School Diploma Verification Process.](#)

2. [Apply at Hawkeye.](#)

3. Meet basic skill competencies in reading, writing, and math.

Basic skill competencies assessment provides information about your academic skills in reading, writing, and math. This information will be used to determine your acceptance, course selection, and registration.

For general admission to Hawkeye Community College, students must provide assessment scores in reading, math, and writing.

College success courses may be required if your assessment score indicates additional help is needed.

For course placement recommendations, based on your assessment score, review the [Assessment Scores and Course Equivalences.](#)

Accepted Assessments

- ACT
- COMPASS
- ASSET
- SAT
- ACCUPLACER (effective Spring 2014)

Previous College Experience

Assessment may be waived based on previous college course work in reading, math, and writing. Send your official college transcripts to the Admissions office for evaluation.

[Hawkeye's Equal Opportunity Statement](#)

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Fire Science Courses

Award: Associate of Applied Science (AAS)

Program Start: Fall, Spring, Summer

Enrollment Status: [Full-time or part-time](#)

The **Fire Science program** requires a mix of general education and hands-on courses. The following list of courses is from the current catalog year, organized in the suggested sequence of study for a full-time student, and is subject to change.

Part-time students, visit with a program advisor for a modified sequence of study.

If you are a current student your program requirements may be different than those listed for the current catalog year. [View your Program Evaluation](#) to see your specific program requirements and to search and register for classes.

Semester 1

CSC110	Introduction to Computers	3
ENG105	Composition I -OR-	3
COM781	Written Communication in the Workplace	3
FIR130	Fire Prevention	3
FIR213	Principles of Emergency Services	3
MAT110	Math for Liberal Arts -OR-	3
MAT156	Statistics -OR-	3
MAT772	Applied Math	3

[View Course Descriptions](#)

Total Credits 15

Semester 2

CHM122	Introduction to General Chemistry	4
FIR124	Building Construction	3
FIR127	Fire Behavior and Combustion	3
FIR149	Fire Protection Hydraulics and Water Supply	3
	<u>Fire Science Electives</u>	3

[View Course Descriptions](#)

Total Credits 16

Semester 3 – Summer

FIR139	Fire Fighter I	4
FIR180	Hazardous Materials Chemistry	3

[View Course Descriptions](#)

Total Credits 7

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Semester 4

FIR235	Fire Investigation I	3
FIR400	Emergency Safety and Survival	3
PSY102	Human and Work Relations -OR-	3
PSY111	Introduction to Psychology -OR-	3
SOC110	Introduction to Sociology	3
	<u>Fire Science Electives</u>	6

[View Course Descriptions](#)**Total Credits 15****Semester 5**

CRJ285	Physical Conditioning for Public Services	2
POL111	American National Government	3
SPC101	Fundamentals of Oral Communication	3
	<u>Fire Science Electives</u>	6

[View Course Descriptions](#)**Total Credits 14****Fire Science Electives**

EMS114	Emergency Medical Responder	2
EMS201	Emergency Medical Technician	7
FIR145	Fire Strategies and Tactics	3
FIR200	Occupational Safety/Health in Emergency Services	3
FIR214	Legal Aspects of the Emergency Services	3
FIR236	Fire Investigation II	3
FIR300	Principles of Fire and EMS Administration	3

[View Course Descriptions](#)[College Catalog](#) | [Next Page >](#)



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Police Science

The Police Science program provides students with knowledge of the criminal justice system, its operations, and purpose. Students are also trained to perform public safety, law enforcement, and criminal investigation tasks.

Students gain knowledge and critical problem-solving skills through coursework focusing on the criminal justice system, criminology, juvenile delinquency, sociology, psychology, criminal and constitutional law, and ethical and current issues. Students also receive practical training in basic police operations, traffic collision investigation, applied criminalistics, and defensive tactics.

Students learn to safely and skillfully shoot live firearms using indoor and outdoor ranges and [MILO, a virtual firearms simulator](#).

Instructors have on-the-job experience and academic training.

Police Academy

Graduates, newly hired by a department, are eligible to attend the [New Officer 8-Week Basic Level II Certification Academy](#). Hawkeye is designated as a Regional Law Enforcement Training Facility by the Iowa Law Enforcement Academy.

Transfer Information

The Police Science program has articulation agreements with Upper Iowa University and Mount Mercy University allowing graduates to enter with junior status. For more information, contact a program advisor.

Police Science Careers

Graduates are eligible to work in a variety of capacities within the criminal justice system including city and county law enforcement agencies and corporate security. Additional education and experience may be required to work in specific capacities at the state and federal level.

Placement

The ability to be hired by a law enforcement agency may be impaired by any arrest record, juvenile or adult.

Starting Wages: \$38,000 - \$49,000 per year*

*Source: Iowa Workforce Development

Employers

- Police Departments throughout Iowa
- County Sheriff's Offices throughout Iowa
- Iowa State Patrol
- Iowa Department of Motor Vehicle Enforcement
- Local, State, and Federal Law Enforcement Agencies throughout the United States

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Criminal History Matters

As a future criminal justice professional, students need to use good judgment in all areas of their personal, professional, and scholastic interactions and activities; and must keep their records clean. Criminal justice organizations require background checks for internships, volunteer placements, and employment; which will include adult and juvenile civil and criminal issues, official and informal contacts with police, and character references. Employment will also hinge on the successful completion of a polygraph, credit check, and psychological evaluation.

Be aware that character counts and your behavior can sabotage your ability to graduate from this program and your ability to work in the field. Consider what your actions and criminal history says about you....i.e. an OWI conviction indicates that you demonstrate poor judgment by drinking to excess and deciding to drive, which may kill or injure you or another person. Remember your personal behaviors (what you didn't get caught for) will be revealed during the polygraph, and what you do privately (when no one is watching or supervising) speaks volumes as to the true content of one's character.

If you want to work in criminal justice avoid these issues:

- Acquiring speeding tickets or safety violation citations.
- Acquiring a suspended driver's license or citations for driving with a suspended license.
- Participating in underage drinking, using fake ID's, or buying alcohol for underage persons.
- Use or abuse of prescription drugs, street drugs, club drugs (ecstasy), marijuana, or synthetic drugs.
- Engaging in theft of property, goods, or services.

You will not be employable in criminal justice if you have:

- Felony convictions.
- Domestic abuse convictions.
- Placement on an abuse registry (Sex offender, child/elder abuse).
- Drug convictions, or history of drug use or abuse (methamphetamine, cocaine, heroin, etc.)
Each agency (city, county, state, or federal) sets their own limits on marijuana use from zero tolerance to a limited amount of use, and factors in how recent the use was.
- Weapons violations.

Ultimately, criminal justice employers will rationalize your behavior by this criteria: If you know or reasonably believe an action is illegal or will cause harm then the best candidate will take responsibility, demonstrate self-control, and not do it.

Lastly, employers will ask our faculty for references. Students need to know that full time faculty and adjunct faculty members are constantly formally and informally assessing students in terms of academic performance, attendance, honesty, professionalism, social skills, maturity, and appearance so that we can make objective assessments when asked. Your interactions count, and we are here to mentor you.

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Police Science Admission Requirements

1. Be a high school graduate or equivalent.
[High School Diploma Verification Process.](#)

2. [Apply at Hawkeye.](#)

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Basic skill competencies assessment provides information about your academic skills in reading, writing, and math. This information will be used to determine your acceptance, course selection, and registration.

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College success courses may be required if your assessment score indicates additional help is needed.

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Police Science Courses

Award: Associate of Applied Science (AAS)

Program Start: Fall, Spring

Enrollment Status: [Full-time or part-time](#)

The **Police Science program** requires a mix of general education and hands-on courses. The following list of courses is from the current catalog year, organized in the suggested sequence of study for a full-time student, and is subject to change.

Part-time students, visit with a program advisor for a modified sequence of study.

If you are a current student your program requirements may be different than those listed for the current catalog year. [View your Program Evaluation](#) to see your specific program requirements and to search and register for classes.

Felony Conviction?

Students convicted of a felony will not be allowed to enroll in the Firearms and Practicum courses and will not graduate from the Police Science program. [Learn how your criminal history matters.](#)

Semester 1

CRJ100	Introduction to Criminal Justice	3
ENG105	Composition I	3
MAT110	Math for Liberal Arts -OR-	3
MAT772	Applied Math	3
SOC110	Introduction to Sociology -OR-	3
SOC115	Social Problems -OR-	3
SOC205	Diversity in America	3
SPC101	Fundamentals of Oral Communication	3

[View Course Descriptions](#)

Total Credits 15

Semester 2

CRJ143	Police Operations	3
CRJ234	Traffic Law	2
CRJ237	Criminal and Constitutional Law	3
CRJ252	Basic Firearms	1
CRJ285	Physical Conditioning for Public Services	2
CRJ320	Criminal Justice Ethics	3
EMS114	Emergency Medical Responder	2

[View Course Descriptions](#)

Total Credits 16

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Semester 3

CRJ135	Criminal Evidence	3
CRJ151	Defensive Tactics	2
CRJ200	Criminology	3
CRJ244	Advanced Accident Investigation	3
CRJ254	Advanced Firearms	1
CRJ282	Crime Scene Investigation	3
CRJ315	Crisis Intervention	3

[View Course Descriptions](#)**Total Credits 18****Semester 4**

CRJ141	Criminal Investigation	3
CRJ266	Report Writing and Testifying	3
CRJ316	Juvenile Justice	3
CRJ322	Tactical Police Operations	2
CRJ952	Internship	2

[View Course Descriptions](#)**Total Credits 13**[College Catalog](#) | [Next Page >](#)



Associate of General Studies (AGS) Degree

The Associate of General Studies (AGS) degree is awarded upon completion of an individualized course of study that is primarily designed to gain a broad educational background rather than the pursuit of a specific college major or professional/technical program. It is intended as a flexible course of study and may include a combination of liberal arts courses and career program courses. This degree may meet the requirements for those students with specific needs or goals. A minimum of 60 credit hours is required for the AGS degree.

Keep in mind that since this degree is individualized, it may not meet the needs for transfer or job placement as effectively as other degree options.

Completing an AGS Degree

To be considered for an Associate of General Studies degree, you must work with an academic advisor. Your academic advisor will help determine if the AGS degree is right for you, develop goals, and plan a course of study.

Academic Advisors

Student Services

Hawkeye Center 208

319-296-4014

[Email us](#)

Course Descriptions

Search for a Course:

[< Back to Complete Subject Listing](#)

ACC111 Introduction to Accounting — 3 credits

This course covers the terminology, concepts, and procedures involved in financial accounting for businesses. Topics include accounting for cash and accounting for payroll.

Lecture hours: 48

Lab/Clinic hours:

Course Fee:

Prior to Fall 2006 the course number was BS103U

ACC115 Introduction to Accounting — 4 credits

This course presents the fundamental concepts, procedures, and applications of the accounting cycle for service and merchandising businesses. The proprietorship form of ownership is studied. Topics include the special journals, payroll accounting, and accounting for cash.

Lecture hours: 64

Lab/Clinic hours:

Course Fee:

Prior to Fall 2006 the course number was AC103U

ACC116 Introduction to Accounting II — 4 credits

This course is a continuation of ACC-115 Introduction to Accounting emphasizing the principles of accrual accounting. Emphasis is placed on accounting for corporations and a manufacturing business. Topics include accounting for receivables, inventory, and long-term assets.

Lecture hours: 64

Lab/Clinic hours:

Prerequisite(s): ACC115 Introduction to Accounting or ACC131 Principles of Accounting I

Course Fee:

Prior to Fall 2006 the course number was AC135U

ACC131 Principles of Accounting I — 4 credits

This course is an introduction to basic financial accounting concepts and procedures for service and merchandising businesses. Topics included are the accounting cycle; accounting systems; financial statements; and accounting for cash, receivables, payables, inventories, plant assets; partnerships and corporations.

Lecture hours: 64

Student Records and Registration

Hawkeye Center

Lower Level

319-296-2460

800-670-4743

319-296-4400 (F)

Email us

Mon-Fri 8:00am-4:30pm

Mailing Address

Registration

Hawkeye Community

College

1501 East Orange Road

P.O. Box 8015

Waterloo, Iowa 50704-8015

Lab/Clinic hours:

Course Fee:

Prior to Fall 2006 the course number was AC101T

ACC132 Principles of Accounting II — 4 credits

This course continues to address topics in financial accounting that began in ACC131 Principles of Accounting I. Primary emphasis is on managerial accounting and the corporate form of ownership. Topics include accounting for bonds, the statement of cash flows, and financial statement analysis. Managerial accounting topics include job order and process cost systems, cost-volume-profit analysis, budgeting, and standard cost systems. Capital investment analysis and activity-based costing are also addressed.

Lecture hours: 64

Lab/Clinic hours:

Prerequisite(s): A minimum grade of C- in ACC131 Principles of Accounting I

Course Fee:

Prior to Fall 2006 the course number was AC102T

ACC190 Financial Analysis — 2 credits

This course provides the student with a general framework of corporate finance. The emphasis is limited to analysis and evaluation of alternative choices for investments and working capital. The objective is accomplished through assigned readings, lectures, completed assignments and projects, as well as through quizzes and tests.

Lecture hours: 32

Lab/Clinic hours:

Prerequisite(s): A minimum grade of 'C' in ACC132 Principles of Accounting II OR a minimum grade of 'C' in ACC116 Introduction to Accounting II.

Course Fee:

Prior to Fall 2006 the course number was AC237U

ACC222 Cost Accounting — 4 credits

This course provides an introduction to accounting concepts of manufacturing systems. In addition job order and process costing systems, profit planning, and control programs are emphasized.

Lecture hours: 64

Lab/Clinic hours:

Prerequisite(s): ACC132 Principles of Accounting II or ACC116 Introduction to Accounting II

Course Fee: \$30.00

Prior to Fall 2006 the course number was AC201U

ACC231 Intermediate Accounting I — 4 credits

This course emphasizes accounting theory as students work with detailed applications of various balance sheet and income statement accounts. Applicable generally accepted accounting principles are emphasized as they relate to each subject area. Time values of money concepts are also introduced.

Lecture hours: 64

Lab/Clinic hours:

Prerequisite(s): ACC116 Introduction to Accounting II or ACC132 Principles of Accounting II

Course Fee:

Prior to Fall 2006 the course number was AC206U

ACC232 Intermediate Accounting II — 4 credits

This course continues the detailed applications that began in ACC-231 Intermediate Accounting I. Emphasis is on corporate debt and equity. The statement of cash flows is addressed extensively as well as the accounting for business combinations. The course will conclude with financial statement analysis.

Lecture hours: 64

Lab/Clinic hours:

Prerequisite(s): ACC231 Intermediate Accounting I

Course Fee:

Prior to Fall 2006 the course number was AC236U

ACC250 Review for the LPA Exam — 3 credits

This course reviews and summarizes the accounting, law, and ethics information received in the accounting program over four semesters to prepare students for the licensing exam.

Lecture hours: 48

Lab/Clinic hours:

Prerequisite(s): A minimum grade of 'C' in ACC132 Principles of Accounting II, or a minimum grade of 'C' in ACC116 Introduction to Accounting II, or instructor approval.

Course Fee:

ACC265 Income Tax Accounting — 4 credits

Emphasis is placed on the understanding of the federal tax system. The student will gain hands on experience preparing the most current tax forms for sole proprietorship businesses and individuals. Tax planning is addressed as it relates to the current and forthcoming year. Students will be provided with an opportunity to use computer software to prepare returns.

Lecture hours: 64

Lab/Clinic hours:

Course Fee:

Prior to Fall 2006 the course number was AC131U

ACC311 Computer Accounting — 3 credits

This course presents an introduction to a computerized accounting system. Two popular software packages will be used to accumulate, classify, and summarize data about a business.

Lecture hours: 32

Lab/Clinic hours: 32

Prerequisite(s): A minimum grade of "C" in ACC115 Introduction to Accounting or ACC131 Principles of Accounting I.

Course Fee: \$30.00

Prior to Fall 2006 the course number was AC133U

ACC360 Accounting Spreadsheets — 2 credits

This course provides the student with an in depth working knowledge of how to use an integrated spreadsheet program to assist in routine jobs. Writing formulas is emphasized along with planning and creating spreadsheets.

Lecture hours: 16
Lab/Clinic hours: 32

Prerequisite(s): BCA205 Database/Spreadsheets

Course Fee:

Prior to Fall 2006 the course number was AC234U

ACC801 Payroll Accounting — 1 credits

This course involves the study of the federal, as well as the state forms and regulations concerning payroll. Students will be completing a comprehensive payroll simulation.

Lecture hours: 0
Lab/Clinic hours: 32

Prerequisite(s): ACC131 Principles of Accounting I or ACC115 Introduction to Accounting

Course Fee:

Prior to Fall 2006 the course number was AC204U

ACC803 Accounting Simulations — 1 credits

This course provides hands-on experience using a manual and computerized simulation of an accounting cycle. The proprietorship form of business, accrual accounting, and other concepts learned in the first accounting course will be the basis for the simulation.

Lecture hours: 0
Lab/Clinic hours: 32

Prerequisite(s): ACC131 Principles of Accounting I or ACC115 Introduction to Accounting

Course Fee:

Prior to Fall 2006 the course number was AC202U

ACC924 Honors Project — 1 credits

This course involves in-depth independent research on an approved topic under supervision of a faculty member. Upon project's completion, results will be shared with community of peers and faculty. May be taken for up to 3 credits.

Lecture hours: 16
Lab/Clinic hours:

Course Fee:

ADM105 Introduction to Keyboarding — 1 credits

This course presents the technique and development of touch keyboarding. Basic functions of a computer are introduced with emphasis on learning alphabetic, numeric and symbolic keys, and the numeric keypad. The minimum competency of 25 net words per minute, with no more than five errors per timing, on three five-minute timed writings is required.

Lecture hours: 0
Lab/Clinic hours: 32

Course Fee:

Prior to Fall 2006 the course number was BS104U

ADM108 Keyboarding Skill Development — 1 credits

The skill building process is continued. This course assists students to improve speed and accuracy. The

minimum competency of 40 net words per minute, with no more than five errors per timing, on 3 five-minute timed writings is required.

Lecture hours: 0

Lab/Clinic hours: 32

Prerequisite(s): A minimum grade of D- in ADM105 Introduction to Keyboarding.

Course Fee:

Prior to Fall 2006 the course number was BS130U

ADM131 Office Calculators — 1 credits

The 10-key electronic calculator is used in business related applications. The emphasis is on speed and accuracy as the student performs the basic arithmetical procedures.

Lecture hours: 0

Lab/Clinic hours: 32

Course Fee: \$30.00

Prior to Fall 2006 the course number was BS139U

ADM148 Transcription — 2 credits

This course builds and strengthens skills in machine transcription. Students are provided instruction for using transcription equipment with emphasis on language skills, including spelling, capitalization, punctuation, and word usage. Emphasis will be on editing, proofreading, and mailability of documents.

Lecture hours: 16

Lab/Clinic hours: 32

Prerequisite(s): A minimum grade of D- in BCA134 Word Processing and ADM105 Introduction to Keyboarding.

Co-requisite(s): A minimum grade of D- in ADM159 Proofreading and Editing.

Course Fee:

ADM159 Proofreading and Editing — 3 credits

This course emphasizes the applications designed to sharpen skills in detecting and correcting errors in written communications including memos, letters, reports, databases, presentation slides, advertisements, and spreadsheets. It also introduces the student to proofreading and editing skills necessary when using current and new technology (i.e. email messages and voice recognition).

Lecture hours: 48

Lab/Clinic hours:

Course Fee:

ADM162 Office Procedures — 3 credits

This course provides preparation for employment in today's rapidly changing office environment by exposing a variety of topics including the working environment, oral and written communication, and administrative support services.

Lecture hours: 32

Lab/Clinic hours: 32

Prerequisite(s): BCA134 Word Processing and ADM159 Proofreading and Editing

Course Fee:

Prior to Fall 2006 the course number was BS135U

ADM180 Administrative Management — 3 credits

Administrative management is studied including organization, site location, office layout, environment, communication processes, job analysis, job evaluation, salary administration, performance appraisal, and employer/employee relations.

Lecture hours: 48

Lab/Clinic hours:

Prerequisite(s): ADM108 Keyboarding Skill Development

Course Fee:

Prior to Fall 2006 the course number was SE237U

ADM200 Legal Document Processing — 3 credits

This course familiarizes students with various fields of law and the proper preparation of legal documents utilized in each. Students will apply various skills in preparing legal documents, including transcription skills, communication skills, problem-solving skills, and technical skills.

Lecture hours: 48

Lab/Clinic hours:

Prerequisite(s): ADM105 Introduction to Keyboarding and BCA134 Word Processing and ADM148 Transcription

Course Fee:

Prior to Fall 2006 the course number was SE230U

ADM203 Legal Office Concepts and Procedures — 3 credits

This course provides an understanding of the legal office environment, offers a broad spectrum of legal concepts and procedures, and presents legal documents by fields of law.

Lecture hours: 48

Lab/Clinic hours:

Prerequisite(s): BCA134 Word Processing

Course Fee:

Prior to Fall 2006 the course number was SE132U

ADM208 Legal Terminology — 3 credits

This course is designed to familiarize students with the most commonly used legal terms in today's workplace. It emphasizes correct spelling and defining of legal terms.

Lecture hours: 48

Lab/Clinic hours:

Course Fee:

ADM222 Career Capstone — 3 credits

Career skills, techniques, and strategies that will assist the student in securing and maintaining employment are developed. Students will learn the fundamentals of the job search process, including interviewing skills and employment correspondence. International, legal, and ethical issues as well as technological developments affecting workplace communication skills are incorporated throughout the course. An individual capstone portfolio will be created. It is required that this course be taken the semester in which the student will be graduating.

Lecture hours: 48

Lab/Clinic hours:

Other Requirements: This course can only be taken in the term in which the student will be completing their program of study.

Course Fee: \$30.00

Prior to Fall 2006 the course number was BS231U

ADN121 Transition to Professional Nursing — 2 credits

This course focuses on the associate degree nurse as transition occurs from the licensed practical nurse role to the registered nurse role. Major units in this course include an overview of ethical, legal and professional role/responsibilities of the registered nurse, history of nursing, nursing process and critical thinking, as well as an introduction to APA writing style and research.

Lecture hours: 32

Lab/Clinic hours:

Other Requirements: Admission without conditions to the Associate Degree Nursing program for the current semester.

Course Fee: \$37.00

Prior to Fall 2006 the course number was AN203U

ADN122 Advanced Nursing Skills — 2 credits

This course provides supervised practice of advanced nursing skills in a laboratory setting. The student is assisted in gaining skill and accuracy through demonstration, supervised practice, and evaluation.

Lecture hours: 16

Lab/Clinic hours: 32

Prerequisite(s): Admission to the Associate Degree Nursing Program.

Co-requisite(s): A minimum grade of 'C' in ADN123 Physical Assessment and a minimum grade of 'C' in ADN531 Advanced Adult Health Nursing I.

Course Fee:

Prior to Fall 2006 the course number was AN207U

ADN123 Physical Assessment — 2 credits

This course covers basic physical assessment with history taking and data collection, analysis and planning for care, nursing interventions and documentation.

This course begins the three year time limit for completion of the ADN curriculum.

Lecture hours: 16

Lab/Clinic hours: 32

Prerequisite(s): Admission to the Associate Degree Nursing program and a minimum grade of 'C' in BIO163 Essentials of Anatomy and Physiology.

Co-requisite(s): A minimum grade of 'C' in ADN122 Advanced Nursing Skills and a minimum grade of 'C' in ADN531 Advanced Adult Health Nursing I

Course Fee:

Prior to Fall 2006 the course number was AN202U

ADN281 Diet Management — 1 credits

This course continues the study of food nutrients and body utilization for good health. There is emphasis on special diets, food exchanges, socio-economic and cultural implications of nutrition.

Lecture hours: 16

Lab/Clinic hours:

Prerequisite(s): Admission without conditions to the Associate Degree Nursing Program for the current semester. PNN270 Introduction to Nutrition

Course Fee:

Prior to Fall 2006 the course number was AN251U

ADN331 Issues in Nursing Management — 2 credits

This course focuses on the study and application of the managerial and leadership aspects of professional nursing, including leadership styles, delegation, budgeting, group process, supervision, and evaluation. Preparation for the licensing exam is also included.

Lecture hours: 32

Lab/Clinic hours:

Prerequisite(s): All first semester ADN nursing courses (with the exception of ADN281 Diet Management), ADN121 Transition to Professional Nursing, ADN122 Advanced Nursing Skills, ADN123 Physical Assessment, ADN531 Advanced Adult Health Nursing I

Course Fee: \$70.00

Prior to Fall 2006 the course number was AN231U

ADN410 Advanced Nursing in OB and PEDS — 5 credits

This course provides comprehensive care for childbearing and pediatric clients in wellness and illness with special emphasis on health interruptions and variations and the nursing process needed to meet these variations. Clinical experiences are provided in selective acute care and community settings.

Lecture hours: 48

Lab/Clinic hours: 96

Prerequisite(s): Completion of all first semester ADN nursing courses (with the exception of ADN281 Diet Management) ADN121 Transition to Professional Nursing, ADN122 Advanced Nursing Skills, ADN123 Physical Assessment, ADN531 Advanced Adult Health Nursing I

Other Requirements: Valid Iowa LPN license

Course Fee:

Prior to Fall 2006 the course number was AN236U

ADN477 Psychiatric Nursing — 5 credits

This course focuses on the study and application of modern concepts of psychiatric nursing and effective interactions with people. The student will respond therapeutically to clients with maladaptive behaviors through utilization of the nursing process by applying the principles of mental health and psychiatric nursing.

Lecture hours: 48

Lab/Clinic hours: 96

Prerequisite(s): ADN123 Physical Assessment and ADN121 Transition to Professional Nursing

Other Requirements: Valid Iowa LPN License

Course Fee:

Prior to Fall 2006 the course number was AN255U

ADN531 Advanced Adult Health Nursing I — 6 credits

This course is a study of the concepts of health and illness and of the nursing process in providing comprehensive nursing care for adults requiring advanced medical and surgical care. The content includes a review of shock, stress, immunity, fluid, electrolyte, acid base, eye, ear, respiratory, endocrine, reproductive, and musculoskeletal disorders. Clinical experiences are provided in selected acute care settings.

Lecture hours: 64

Lab/Clinic hours: 96

Course Fee: \$476.00

Prior to Fall 2006 the course number was AN209U

ADN532 Advanced Adult Health Nursing II — 6 credits

This course is a continuation of ADN-531 Advanced Adult Health Nursing I. Emphasis is placed on the nursing process in providing comprehensive care of the complex medical-surgical adult patient. The content includes cardiac, peripheral vascular, digestive, hematologic, oncologic, urinary, and neurologic disorders. Clinical experiences are provided in acute care and community settings. Selected experience in the nurse manager role is included.

Lecture hours: 64

Lab/Clinic hours: 96

Prerequisite(s): Completion of all first semester ADN nursing courses (with the exception of ADN281 Diet Management) with a C or higher, ADN121 Transition to Professional Nursing, ADN122 Advanced Nursing Skills, ADN123 Physical Assessment, ADN531 Advanced Adult Health Nursing I

Other Requirements: Valid Iowa LPN License

Course Fee:

Prior to Fall 2006 the course number was AN233U

ADN924 Honors Project — 1 credits

This course involves in-depth independent research on an approved topic under supervision of a faculty member. Upon project's completion, results will be shared with community of peers and faculty. May be taken for up to 3 credits.

Lecture hours: 16

Lab/Clinic hours:

Course Fee:

AGA114 Principles of Agronomy — 3 credits

This course presents introductory principles of plant-soil-climate relationships in crop production, plant anatomy, crop plant classification and identification, crop physiology, climate, soils, soil water, tillage and seeding, plant breeding, seed and grain quality, weeds, insects, crop diseases, crop management, harvesting and storage. Global Positioning and Geographic Information Systems in crop systems is discussed.

Lecture hours: 32

Lab/Clinic hours: 32

Course Fee: \$44.00

Prior to Fall 2006 the course number was AP110T

AGA154 Fundamentals of Soil Science — 3 credits

This course presents information on soils and soil fertility, land use, soil formation, soil types, soil testing, soil

physical characteristics, soil classes, primary nutrients, secondary nutrients, micro-nutrients, fertilizer materials, fertilizing, and using soil test information. The use of Global Positioning and Geographic Information Systems in recording soil data is covered.

Lecture hours: 32

Lab/Clinic hours: 32

Course Fee:

Prior to Fall 2006 the course number was AP102T

AGA214 Cash Grains — 3 credits

This course introduces the production of Iowa's main cash crops; corn and soybeans. Units include: crop history, crop development, seed selection, fertilization, insect and weed control, harvesting, grain handling, marketing, storage, and the economic importance of each crop. New and experimental production practices are discussed for practical application.

Lecture hours: 32

Lab/Clinic hours: 32

Course Fee:

Prior to Fall 2006 the course number was AP131T

AGA284 Pesticide Application Certification — 3 credits

This course will introduce students to the safe use of agricultural chemicals. Safety precautions and prevention of chemical exposure will be stressed when discussing types of chemicals, usage, application, equipment, and mixing. First aid and responding to chemical contamination will also be discussed. This course prepares the students for taking the Iowa Commercial Pesticide Applicators Certification Exam.

Lecture hours: 32

Lab/Clinic hours: 32

Course Fee: \$46.00

Prior to Fall 2006 the course number was HT135T

AGA376 Integrated Pest Management — 3 credits

This course is designed to make application and use of some materials learned in other courses. Decision making as it deals with the total cropping plan is stressed. An individual will determine from observation weed problems, plant populations, disease problems, insect problems, and do yield checks to make recommendations for handling any problems.

Lecture hours: 32

Lab/Clinic hours: 32

Course Fee:

Prior to Fall 2006 the course number was AG154T

AGA924 Honors Project — 1 credits

This course involves in-depth independent research on an approved topic under supervision of a faculty member. Upon project's completion, results will be shared with community of peers and faculty. May be taken for up to 3 credits.

Lecture hours: 16

Lab/Clinic hours:

Course Fee:

AGB101 Agricultural Economics — 3 credits

This course introduces students to basic concepts in economics including various aspects of an economy-like agriculture, industry, population, food supply, government policies, and physical environmental affect on each other and the economy as a whole. Resources used in agricultural production, organization price determination, supply, demand, and profit modernization are studied.

Lecture hours: 32

Lab/Clinic hours: 32

Course Fee:

Prior to Fall 2006 the course number was AG206T

AGB111 Agriculture Enterprise Lab — 1 credits

Agriculture Enterprise lab offers students the opportunity to gain hands-on educational experiences by working at the Hawkeye farm laboratory under the supervision of an instructor. Students will be assigned projects with specific enterprises. They will be responsible for completing them in a timely manner for a limited time. This course may be repeated up to three times.

Lecture hours: 0

Lab/Clinic hours: 48

Course Fee:

Prior to Fall 2006 the course number was AG109T

AGB235 Introduction to Agriculture Markets — 3 credits

This course provides the student with an introduction to grain merchandising and farm marketing. It is taught from the standpoint of a country elevator; however, the same principles apply to many other aspects of the grain industry. We emphasize the elevators relationship and responsibility to its customers. The basic fundamentals of marketing are discussed along with the more advanced aspects of managing basis positions, basis trading, and managing risks. Some prior knowledge of country elevators and the futures market is useful but not required.

Lecture hours: 32

Lab/Clinic hours: 32

Course Fee:

Prior to Fall 2006 the course number was AG130T

AGB303 Agriculture Leadership — 3 credits

This course is designed to enhance students' abilities in the area of leadership. The course includes activities that enable students to develop skills in communication, problem solving, committee work, and parliamentary procedure. Students may be involved in many local, state, and nationally organized activities.

Lecture hours: 32

Lab/Clinic hours: 32

Course Fee:

Prior to Fall 2006 the course number was AG156T

AGB331 Entrepreneurship in Agriculture — 3 credits

This course introduces students to basic principles of organizing, financing, and managing a business. Including product merchandising and marketing, personnel management, credits, and risk management.

Lecture hours: 32

Lab/Clinic hours: 32

Course Fee: \$32.00

Prior to Fall 2006 the course number was AG232T

AGB336 Agricultural Selling — 3 credits

This course presents aspects of the sales process including: selling success, types of sales questions, creating the selling climate, motivation, attitude, referral prospecting, no referral prospecting, phone sales, sales presentations and demonstrations, qualifying the prospect, overcoming objectiveness, closing twelve power closes, and sales paper work.

Lecture hours: 32

Lab/Clinic hours: 32

Course Fee:

Prior to Fall 2006 the course number was AB153T

AGB466 Agricultural Finance — 3 credits

This course introduces the principles and practices employed by today's agriculture and business lending institutions. Instruments used in financing ag production and ag business are covered. Areas of study include interest, investing, payroll, taxes, and financial instruments.

Lecture hours: 32

Lab/Clinic hours: 32

Course Fee:

Prior to Fall 2006 the course number was AG243T

AGC103 Ag Computer — 3 credits

This course will introduce students to the hardware, software, word processing, database and spreadsheet programs, as well as various utility software. Applications of various agricultural management uses are covered throughout. Networks, telecommunication, Global Positioning, and Geographic Information Systems are also introduced.

Lecture hours: 32

Lab/Clinic hours: 32

Course Fee:

Prior to Fall 2006 the course number was AG103T

AGH107 Horticulture Lab — 1 credits

Horticulture lab offers students the opportunity to work in the Hawkeye horticulture laboratory under the supervision of an instructor. Students will be assigned projects and will be responsible for completing them on a timely basis for a limited time. This course may be repeated up to five times.

Lecture hours: 0

Lab/Clinic hours: 48

Course Fee:

Prior to Fall 2006 the course number was HT107U

AGH112 Introduction to Turfgrass Management — 3 credits

This course introduces the types of grass species and their uses; their growth habits, and development as a unique plant species. Proper culture and establishment procedures are studied, as well as their importance to the environment.

Lecture hours: 48

Lab/Clinic hours:

Course Fee:

Prior to Fall 2006 the course number was HT108T

AGH119 Herbaceous Plant Materials — 2 credits

This course covers identification, adaptation, cultural characteristics and uses of selected annuals, perennials and bulbs suitable for use in landscape and gardens in Iowa. Students will identify the plants covered and will also be required to incorporate them into four flower garden design projects.

Lecture hours: 32

Lab/Clinic hours:

Course Fee:

Prior to Fall 2006 the course number was HT142T

AGH122 Woody Plant Materials — 2 credits

This course presents identification and cultural characteristics of commonly used woody outdoor plants used in landscape in Iowa including many native plants. Recognition of scientific names of plants, identification, and common names are also included.

Lecture hours: 16

Lab/Clinic hours: 32

Course Fee:

Prior to Fall 2006 the course number was HT105T

AGH134 Greenhouse Production — 3 credits

This course explores various employment opportunities in the greenhouse career field. Production theories and practices are studied. Emphasis is on proper techniques of watering, potting, transplanting, fertilizing, and various other aspects of greenhouse production. Cultural practices used to produce the most common greenhouse crops are also covered.

Lecture hours: 48

Lab/Clinic hours:

Course Fee:

Prior to Fall 2006 the course number was HT146U

AGH140 Equipment Operations — 2 credits

This course introduces the general care and use of horticultural equipment in turf and landscape maintenance and construction. Emphasis is on operation, preventative maintenance performed by the operator, daily lubrications, and minor adjustments. Students will also mount and dismount accessories used on the equipment. Safe operation of machinery is emphasized.

Lecture hours: 16

Lab/Clinic hours: 32

Course Fee:

Prior to Fall 2006 the course number was HT101U

AGH143 Equipment Repair — 3 credits

This course is an introduction to basic maintenance of mechanical, hydraulic, and electrical systems of gasoline and diesel engines. Maintenance, up-keep, and repair techniques on reel mowers, rotary mowers, and other horticulture equipment are covered.

Lecture hours: 32

Lab/Clinic hours: 32

Course Fee:

Prior to Fall 2006 the course number was HT209U

AGH145 Landscape Construction — 2 credits

This course is an introduction to the basics of landscape construction including classroom instruction and hands-on experience in the operation of small landscape equipment. Tree, shrub, and turfgrass establishment and maintenance, and maintenance of existing plants and structures are covered. Students will have the opportunity to experience the construction of walkways, retaining walls, beams or other landscape features.

Lecture hours: 16

Lab/Clinic hours: 32

Course Fee:

AGH152 Landscape Design Techniques — 3 credits

Concepts and applications of landscape design principles are utilized in completing landscape plans. Emphasis is placed on the design principles for preparing, evaluating, and selling landscape plans.

Lecture hours: 32

Lab/Clinic hours: 32

Course Fee: \$36.00

AGH161 Irrigation Systems — 3 credits

This course presents various types of irrigation equipment: heads, valves, controllers, pipe, and the accessories used in an irrigation system. The course presents the function of water, its relationships to plants and soil, and an introduction to water hydraulics.

Lecture hours: 32

Lab/Clinic hours: 32

Course Fee:

Prior to Fall 2006 the course number was HT238T

AGH211 Advanced Turfgrass Management — 3 credits

This course provides opportunities for students to learn techniques of golf course management and operation. Proper construction of specific golf course areas such as: greens, trees, bunkers, basic golf course design is presented. Budgets, irrigation, maintenance and an integrated pest management program are presented.

Lecture hours: 48

Lab/Clinic hours:

Course Fee: \$35.00

Prior to Fall 2006 the course number was HT237T

AGH221 Principles of Horticulture — 3 credits

This course provides students with an overall view of how man utilizes horticulture plant materials. Topics covered are fruits, vegetables, ornamental plants and their proper use and care. Proper culture and environmental conditions are also included.

Lecture hours: 48

Lab/Clinic hours:

Course Fee: \$125.00

Prior to Fall 2006 the course number was HT134T

AGH222 Plant Propagation I — 2 credits

This course covers plant propagation procedures commonly done in the late winter and spring. Starting of seed and grafting will be covered. Propagation theory and history will be discussed.

Lecture hours: 32

Lab/Clinic hours:

Course Fee: \$50.00

Prior to Fall 2006 the course number was HT106T

AGH270 Nursery Production — 2 credits

This course introduces the student to theory and techniques of springtime nursery production. Students will plant trees, shrubs and evergreens in the horticulture lab nursery, and participate in other nursery cultural practices, such as: weed control, pruning, cultivation, etc.

Lecture hours: 16

Lab/Clinic hours: 32

Course Fee: \$71.00

Prior to Fall 2006 the course number was HT149U

AGH273 Nursery Management — 3 credits

Basic management functions are applied to a plant nursery. Advertising, harvest and sale of trees and shrubs from the school nursery provide students with hands-on experiences. Chemical selection for pest control in a nursery will also be covered. Students will be involved in planning the planting of the horticulture lab nursery.

Lecture hours: 32

Lab/Clinic hours: 32

Course Fee:

Prior to Fall 2006 the course number was HT202U

AGH280 Botany for Horticulture — 3 credits

This course presents the basic structure of plant life, plant nomenclature, botanical terminology, the function of plant parts: cells, tissues, roots, and leaves. The physiological processes of plant life; osmosis, photosynthesis, respiration, transpiration, reproduction and the basic principles of genetics, and the plants metabolism is discussed.

Lecture hours: 32

Lab/Clinic hours: 32

Course Fee:

Prior to Fall 2006 the course number was HT131T

AGH281 Arboriculture — 3 credits

This course is a study of tree culture with emphasis on propagation, pruning, transplanting, pest control, urban environment concerns and recognition of hazards and liabilities. Methods of evaluation of values of trees also studied.

Lecture hours: 48

Lab/Clinic hours:

Course Fee:

AGH292 Garden Center Management — 3 credits

In this course display, promotion, and merchandising in the modern garden center will be stressed. Problems of distribution functions of marketing and their costs will be studied. Management's role in organizing a business and financial planning will be discussed.

Lecture hours: 48

Lab/Clinic hours:

Course Fee:

AGH322 Plant Propagation II — 2 credits

This course covers summer and fall plant propagation practices. Softwood cuttings of outdoor shrubs and tree budding will be discussed. Fall seed collection and winter cuttings of woody plants will also be covered. General aspects of other forms of propagation and propagation equipment will be presented.

Lecture hours: 32

Lab/Clinic hours:

Course Fee: \$33.00

Prior to Fall 2006 the course number was HT139T

AGH400 Athletic Field Maintenance — 3 credits

This course studies specific sport facilities utilizing turf grasses including football, soccer, field hockey, baseball, and softball fields. Techniques of operation, management, maintenance, budgets, construction, and irrigation will be covered.

Lecture hours: 32

Lab/Clinic hours: 32

Course Fee:

AGH425 Grounds Maintenance — 3 credits

This course introduces basic maintenance practices used on a golf course; golf course etiquette, procedures such as top dressing, aerifying, mowing, verticutting, fertilizing, watering, and changing cups on a green. The course introduces maintenance practices used in sports complexes, parks and recreation areas, and commercial and industrial grounds.

Lecture hours: 32

Lab/Clinic hours: 32

Course Fee:

AGH610 Spanish for the Green Industry — 3 credits

This is a practical Spanish Language course that provides immediate access to functional language skills for non-Spanish-speakers in the "green industry." Special sections are devoted to agriculture, landscaping, grounds keeping, nurseries, and turf management terminology. This course emphasizes the most important commands, questions, and phrases pertinent to daily interactions between non-Spanish-speakers and Spanish-speaking individuals. In addition, this course addresses cultural aspects of working with Spanish speaking populations such as employment, medical, and safety issues. No prior language of Spanish is necessary.

Lecture hours: 48

Lab/Clinic hours:

Course Fee:

AGM104 Electricity — 4 credits

This course is an in-depth study of theory in the diagnosing and repair of electrical components and circuitry.

Lecture hours: 48

Lab/Clinic hours: 48

Course Fee:

Prior to Fall 2006 the course number was PT105U

AGM107 Gas Engine Rebuild — 7 credits

This course covers the theory of gas engines and the construction, diagnosis, and repair of all the systems.

Fuel, ignition, and supportive systems are also included.

Lecture hours: 80

Lab/Clinic hours: 96

Course Fee:

Prior to Fall 2006 the course number was PT103U

AGM113 Hydraulics I — 3 credits

This course covers theory and symbols of hydraulic components. Testing and repair of components is performed according to manufacturer's specifications.

Lecture hours: 32

Lab/Clinic hours: 48

Course Fee:

Prior to Fall 2006 the course number was PT104U

AGM126 Diesel Engine Sub Systems — 3 credits

A study of diesel fuel systems, air intake systems, cooling systems, and exhaust systems.

Lecture hours: 16

Lab/Clinic hours: 64

Prerequisite(s): Must be admitted into the Electronics Engineering Technology program with a Mechanical emphasis.

Course Fee:

AGM128 Fundamentals of Diesel Engine — 5 credits

Students are introduced to diesel engine application, design, construction, theory, and operating principles of diesel engines. This course also covers diagnosis, disassembly, and assembly of diesel engines.

Lecture hours: 32

Lab/Clinic hours: 144

Prerequisite(s): A minimum grade of 'D-' in EGT144 Fluid Power Applications.
Completion of the Electronics Engineering Technology program with a mechanical emphasis.

Course Fee:

AGM142 Diesel Power Transfer Systems — 4 credits

Students are introduced to application, design, construction, theory, and operating principles of transmission, differentials, and final drives.

Lecture hours: 16

Lab/Clinic hours: 96

Prerequisite(s): A minimum grade of 'D-' in EGT144 Fluid Power Applications
Must be or have been admitted to the Electronics Engineering Technology program with a mechanical emphasis.

Course Fee:

AGM224 Hydraulics II — 4 credits

This course covers theory and symbols of hydraulic systems. Testing and repair of hydraulic systems is performed with the use of meters and gauges for proper diagnosis.

Lecture hours: 48

Lab/Clinic hours: 48

Prerequisite(s): AGM107 Gas Engine Rebuild, AGM113 Hydraulics I, AGM104 Electricity, DSL447 Diesel Fuel Systems, DSL377 Diesel Engine Rebuild

Course Fee:

Prior to Fall 2006 the course number was PT202U

AGM327 Equipment Maintenance — 7 credits

This course presents background on theory of operation, diagnosis, and repair of brakes and suspension systems. Students gain knowledge and skill in performing preventive maintenance, service, and inspection of equipment. Arc welding and flame cutting will also be taught. Instruction will also cover use of computers for maintenance scheduling.

Lecture hours: 80

Lab/Clinic hours: 96

Prerequisite(s): AGM107 Gas Engine Rebuild, AGM113 Hydraulics I, AGM104 Electricity, DSL447 Diesel Fuel Systems, DSL377 Diesel Engine Rebuild

Course Fee: \$79.00

Prior to Fall 2006 the course number was PT200U

AGM333 Electronics — 3 credits

This course is a continuing study of electricity in electronic components covering circuitry, diagnosis, and repair.

Lecture hours: 32

Lab/Clinic hours: 48

Prerequisite(s): AGM107 Gas Engine Rebuild, AGM113 Hydraulics I, AGM104 Electricity, DSL447 Diesel Fuel Systems, DSL377 Diesel Engine Rebuild

Course Fee:

Prior to Fall 2006 the course number was PT201U

AGM408 Power Transfer Systems — 7 credits

This course is a study of the power train from the clutch through the rear driving axles. Emphasis is placed on clutch types, transmissions, and drive axles. Key goals of the course are failure analysis and troubleshooting malfunctions.

Lecture hours: 80

Lab/Clinic hours: 96

Prerequisite(s): AGM107 Gas Engine Rebuild, AGM113 Hydraulics I, AGM104 Electricity, DSL447 Diesel Fuel Systems, DSL377 Diesel Engine Rebuild

Course Fee:

Prior to Fall 2006 the course number was PT230U

AGM417 Ag Equipment Repair — 7 credits

This course is designed to give students the opportunity to apply competencies previously achieved to repair and service projects. Also included is theory and operation, diagnosis, and repair of heating and air conditioning systems. Instruction will also cover use of computers for maintenance scheduling.

Lecture hours: 80

Lab/Clinic hours: 96

Prerequisite(s): AGM107 Gas Engine Rebuild AGM113 Hydraulics I AGM104 Electricity DSL447 Diesel Fuel Systems DSL377 Diesel Engine Rebuild AGM327 Equipment Maintenance AGM333 Electronics AGM224 Hydraulics II

Course Fee:

Prior to Fall 2006 the course number was AE231U

AGM932 Internship — 8 credits

Students will work on-site at a local industry under the direction of a supervisor.

Co-op hours: 512

Lecture hours: 0

Lab/Clinic hours:

Prerequisite(s): A minimum grade of 'D-' in AGM128 Fundamentals of Diesel Engine. Completion of the Electronics Engineering Technology program with a mechanical emphasis.

Course Fee:

AGN932 Internship — 8 credits

Students will work on-site at a local industry under the direction of a supervisor.

Lecture hours: 0

Lab/Clinic hours:

Prerequisite(s): A minimum grade of 'D-' in AGM128 Fundamentals of Diesel Engine. Completion of the Electronics Engineering Technology program with a mechanical emphasis.

Course Fee:

AGP333 Precision Farming Systems — 3 credits

Fundamental processes of Global Positioning System (GPS) with emphasis on its application to agriculture will be covered. General technical aspects of the GPS satellites, differential correction, and hardware will be covered. The specific application of this technology in agriculture for mapping, navigation, variable rate technology (VRT), and data collection will be discussed and demonstrated on the farm laboratory.

Lecture hours: 32

Lab/Clinic hours: 32

Course Fee:

AGP340 Foundations of GIS and GPS — 3 credits

This course will introduce fundamental processes of Global Positioning System (GPS) including technical aspects of the GPS satellites, differential correction, and hardware. The specific application of this technology for mapping, navigation, variable rate technology (VRT), and data collection will be discussed and demonstrated. Fundamental processes of Geographic Information Systems (GIS) will also be introduced, including file formats, data base management, spatial analysis, and manipulation of data.

Lecture hours: 32

Lab/Clinic hours: 32

Course Fee: \$31.00

Prior to Fall 2006 the course number was AF140U

AGP401 Introduction to GIS Software — 1 credits

This course provides a conceptual overview and hands-on experience using the software, giving one the background knowledge to quickly take advantage of Arc GIS Software's powerful display and query capabilities. Students will learn basic Arc GIS Software functionality. Students become familiar with the Arc

GIS Software user interface and use Arc GIS Software to create, edit, display, query, and analyze geographic and tabular data and create maps and charts for use electronically and in print form.

Lecture hours: 16

Lab/Clinic hours:

Prerequisite(s): AGC103 Ag Computer or equivalent

Course Fee:

Prior to Fall 2006 the course number was AF201T

AGP436 Advanced Precision Farm Hardware — 3 credits

This course will focus on the installation, operation, and troubleshooting of precision farming hardware components. Students will learn how to install displays, GPS equipment, and various other components used within precision agriculture. Students will properly operate various precision agriculture hardware systems such as displays, variable rate controllers, and GPS equipment. Special attention will be given to training students to troubleshoot problems and learn how to develop cognitive problem solving skills.

Lecture hours: 32

Lab/Clinic hours: 32

Course Fee:

AGP450 Fundamentals of GIS — 3 credits

Fundamental processes of Geographic Information Systems (GIS) with emphasis in its application to agriculture will be covered. File formats, database management, spatial analysis, and manipulation of data will be covered thoroughly. Comparisons of GIS and mapping software and conversions between formats will also be discussed. The lab portion will concentrate on using georeferenced data from mapping and yield monitoring to develop maps from which a VRT prescription will be synthesized.

Lecture hours: 32

Lab/Clinic hours: 32

Course Fee:

AGS113 Survey of the Animal Industry — 3 credits

This course introduces students to the species and breeds of domestic livestock and development of an appreciation for the principles of livestock production, and issues facing product marketing. Topics include: breeds, basic management, composition, evaluation, and marketing of farm animals and animal products; including beef and dairy cattle, horses, goats, poultry, sheep and swine.

Lecture hours: 32

Lab/Clinic hours: 32

Course Fee:

Prior to Fall 2006 the course number was AS110T

AGS192 Livestock Judging — 3 credits

This course advances students' evaluation skills and prepares them to become competent livestock judges. Students have the opportunity to represent the college at various contests held on local, state, and national levels.

Lecture hours: 32

Lab/Clinic hours: 32

Course Fee:

Prior to Fall 2006 the course number was AS126U

AGS211 Issues Facing Animal Science — 2 credits

This class is an overview of the factors that define contemporary ethical and scientifically based issues facing animal agriculture. Life skills development will be incorporated.

Lecture hours: 32

Lab/Clinic hours:

Course Fee:

Prior to Fall 2006 the course number was AS201T

AGS216 Equine Science — 3 credits

This course presents the basic management and production practices for horses including nutrition, health care, facilities, reproductive management, breeding, and evaluation. The course is designed for students wanting to learn how to care for their own horse or for other owners' horses as a herdsman or in a stable.

Lecture hours: 32

Lab/Clinic hours: 32

Course Fee:

Prior to Fall 2006 the course number was AS132U

AGS218 Domestic Animal Physiology — 4 credits

This course is an introduction to the functional anatomy and physiological activities governing the animal body through discussion and observation via video of the various body systems; including cells, senses, nerves, skeletal, circulatory, respiratory, digestive urinary, muscular reproductive, and endocrinology. Fundamentals of identification, prevention, and treatment of various common disease problems are discussed. This course presents a sound preventative approach to animal health and husbandry as it relates to body health, form and function.

Lecture hours: 48

Lab/Clinic hours: 32

Prerequisite(s): AGS113 Survey of the Animal Industry

Course Fee:

AGS225 Swine Science — 3 credits

This course provides an understanding of the principles involved with comprehensive swine management; selection to marketing. Emphasis will be placed on business aspects, production systems, facilities, health, record systems, and analysis. Field trips and guest speakers will be included. Hands-on training will be included through the swine-teaching herd.

Lecture hours: 32

Lab/Clinic hours: 32

Course Fee:

Prior to Fall 2006 the course number was AS221U

AGS226 Beef Cattle Science — 3 credits

This course prepares students to integrate production principles. Management principles involved with comprehensive beef cattle production will be emphasized. Topics include an overview of the industry, budgeting, record analysis, principles of bull management, cow and heifer management practices, preconditioning programs, feedlot management, and marketing. Students learn through hands-on experience working with the school teaching herd, field trips, and guest speakers.

Lecture hours: 32

Lab/Clinic hours: 32

Course Fee:

Prior to Fall 2006 the course number was AS220U

AGS229 Sheep Science — 3 credits

This course prepares the student to integrate production principles. Economic management is stressed as it relates to the profitable sheep enterprise. Topics include budgeting, record analysis, lamb feeding, handling, wool, and marketing. Students receive hands-on experience working with the school flock during lambing and they have the opportunity to participate in scheduled field trips.

Lecture hours: 32

Lab/Clinic hours: 32

Course Fee:

Prior to Fall 2006 the course number was AS222U

AGS272 Foods of Animal Origin — 5 credits

This course is an introduction to contemporary practices and decisions necessary when managing beef, dairy, poultry, sheep, and swine through the stages of their production cycles.

Lecture hours: 64

Lab/Clinic hours: 32

Prerequisite(s): AGS113 Survey of the Animal Industry

Course Fee:

Prior to Fall 2006 the course number was AS203T

AGS275 Food Safety and Analysis — 3 credits

An introduction to food quality control/assurance and establishment of decision-making processes, looking at potential hazards in the food system along with ways to ensure safety of products. The 3 modules of this course will be 1) Food hazards 2) HACCP (Hazard Analysis Critical Control Points) and 3) Analysis for potential contamination.

Lecture hours: 32

Lab/Clinic hours: 32

Course Fee: \$25.00

AGS305 Livestock Evaluation — 3 credits

This course develops the student's potential in livestock selection with emphasis placed on the evaluation of breeding animals as well as market animals. The course emphasizes the visual appraisal and the carcass evaluation of beef, swine, and sheep. Production records and grading and wholesale and retail cuts will be studied.

Lecture hours: 32

Lab/Clinic hours: 32

Course Fee:

Prior to Fall 2006 the course number was AS124T

AGS319 Animal Nutrition — 3 credits

This course introduces students to the underlying principles of livestock nutrition through discussion of nutrition information, digestive systems, feedstuffs, and ration balancing. Nutritional principles, digestive systems, composition and nutritional characteristics of common feedstuffs, ration formulation and recommended feeding programs of farm animals, including beef and dairy cattle, horses, poultry, sheep and swine will be emphasized.

Lecture hours: 32
Lab/Clinic hours: 32

Course Fee:

Prior to Fall 2006 the course number was AS202T

AGS924 Honors Project — 1 credits

This course involves in-depth independent research on an approved topic under supervision of a faculty member. Upon project's completion, results will be shared with community of peers and faculty. May be taken for up to 3 credits.

Lecture hours: 16
Lab/Clinic hours:

Course Fee:

AGT220 AG Research — 3 credits

This course will provide students with the knowledge and experience to evaluate research data. Statistical methods, research design, research reliability, and sources of information will be covered. Students will evaluate research data found in ads and journals and develop their own independent research study.

Lecture hours: 32
Lab/Clinic hours: 32

Course Fee:

Prior to Fall 2006 the course number was AF220U

AGT700 Special Topics: Agriculture Education — 1 credits

This course is designed for secondary agriculture education professionals to develop and enhance knowledge and skills in specific emerging practices, issues, and technical content areas in the broad industry of agriculture.

Lecture hours: 16
Lab/Clinic hours:

Other Requirements: Student must be a Secondary Agriculture Educator

Course Fee:

Prior to Fall 2006 the course number was AG140U

AGT805 Employment Experience — 5 credits

This course provides students with opportunities to gain on-the-job experience in the agriculture industry. Students will gain an understanding of qualities and skills needed for success in the agricultural field. Coordination and guidance will be provided by department instructors.

Lecture hours: 0
Lab/Clinic hours:
Co-op Hours: 320

Course Fee:

Prior to Fall 2006 the course number was AG138T

AGT928 Independent Study — 1 credits

Students can earn one to five credits for this Independent Study course.

Lecture hours: 0
Lab/Clinic hours:

Course Fee:

AGV101 Veterinary Assisting — 3 credits

This is a Capstone course that will provide students the necessary skills and competencies that are needed to successfully perform the duties of a veterinary assistant. An example of topics covered will include; basic laboratory procedures, animal positioning, and surgical assistance. Staff and animal safety will also be covered.

Lecture hours: 32

Lab/Clinic hours: 32

Course Fee:

Prior to Fall 2006 the course number was AS125U

AGV121 Veterinary Medical Terminology — 2 credits

This class focuses on reading and interpreting medical charts and records and conversing with veterinary professionals. It is designed for students to develop a working understanding of the language of veterinary medicine.

Lecture hours: 32

Lab/Clinic hours:

Course Fee:

Prior to Fall 2006 the course number was AS105U

AGV123 Companion Animal — 3 credits

This course provides an understanding of the basic principles of Anatomy and Physiology and Health of companion animals. Additionally the course will offer insight into social behavior and relationships. Also included will be training, housebreaking and obedience.

Lecture hours: 32

Lab/Clinic hours: 32

Course Fee:

Prior to Fall 2006 the course number was AS205T

AGV140 Veterinary Pharmacology — 3 credits

This class introduces the student to small animal pharmaceuticals. Learning is centered on the use, dosage, administration, handling, and storage of commonly used drugs used in small and large animal veterinary practices.

Lecture hours: 32

Lab/Clinic hours: 32

Prerequisite(s): AGS218 Domestic Animal Physiology

Course Fee:

Prior to Fall 2006 the course number was AS135U

AGV154 Veterinary Reception and Administration Skills — 4 credits

This class introduces the student to means necessary to establish a working relationship with clients in the veterinary field. Familiarizes students with software used in veterinary practice.

Lecture hours: 64

Lab/Clinic hours:

Course Fee: \$48.00

Prior to Fall 2006 the course number was AS115U

ANT105 Cultural Anthropology — 3 credits

This course introduces the student to a comparative study of societies around the world. In this course cultural similarities and differences are explored to illustrate how human beings construct and conduct their existence. It emphasizes the origin and maintenance of the human species by studying its evolution, cultural development, ecology, kinship, organizations, and symbolic expressions.

Lecture hours: 48

Lab/Clinic hours:

Course Fee:

Prior to Fall 2006 the course number was SS110T

ARC112 Architectural Drafting I — 3 credits

This course introduces the student to the drafting environment and includes basic knowledge and fundamental skills of manual drafting. Special emphasis is placed on reproducible line quality, lettering, geometric constructions, and layout techniques.

Lecture hours: 16

Lab/Clinic hours: 64

Course Fee: \$27.00

Prior to Fall 2006 the course number was CT102U

ARC122 Architectural Drafting II — 3 credits

In this course students develop drafting skills related to residential and light commercial architecture. Working drawings for a house will be produced from preliminary drawings including a foundation plan, floor plan, exterior elevations, and building and wall sections.

Lecture hours: 16

Lab/Clinic hours: 64

Prerequisite(s): DRF113 Fundamentals of Technical Drafting and ARC174 Construction Drawings

Course Fee: \$143.00

Prior to Fall 2006 the course number was CT137U

ARC175 Building Systems — 3 credits

This course is a study of basic construction materials and methods used in residential and light commercial projects. Students will examine building systems by studying the structural, exterior finishing, and interior finishing systems.

Lecture hours: 48

Lab/Clinic hours:

Prerequisite(s): ARC174 Construction Drawings and DRF113 Fundamentals of Technical Drafting

Course Fee:

Prior to Fall 2006 the course number was CT133U

ARC176 Construction Scheduling — 3 credits

This course introduces the student to procedures for managing and scheduling materials and labor equipment for a construction project. The students will examine and develop several of the methods used in organizing, tracking, and illustrating a schedule for a construction project. Critical Path Method (CPM) scheduling will be the major focus of this course.

Lecture hours: 32
Lab/Clinic hours: 32

Prerequisite(s): ARC174 Construction Drawings

Course Fee:

Prior to Fall 2006 the course number was CT138U

ARC177 Load Calculations — 3 credits

Students study wood, steel, and concrete structural members as building materials and then size them to meet specific building requirements by using mathematic calculations and Load Tables.

Lecture hours: 48
Lab/Clinic hours:

Prerequisite(s): ARC174 Construction Drawings and ARC175 Building Systems

Course Fee:

Prior to Fall 2006 the course number was CT203U

ARC178 Building Codes and Construction Documents — 2 credits

Students study the development, adoption and, enforcement of building codes. The effect of codes on building materials and methods is also examined. Students investigate the function and employment of common construction documents used in bidding and the administration of building activities.

Lecture hours: 32
Lab/Clinic hours:

Prerequisite(s): ARC174 Construction Drawings and ARC175 Building Systems

Course Fee:

Prior to Fall 2006 the course number was CT205U

ARC252 AEC CAD I — 3 credits

This course introduces the student to Architectural, Engineering, and Construction (AEC) CAD technique for the production of working drawings for a commercial project. Using an AEC CAD program, students will produce drawings for a structural concrete building from preliminary sketches. These drawings include a foundation plan, floor plan, exterior elevations, and details.

Lecture hours: 16
Lab/Clinic hours: 64

Course Fee: \$40.00

Prior to Fall 2006 the course number was CT207U

ARC262 AEC CAD II — 3 credits

The student will continue the development of AEC CAD skills for the production detailed commercial project. In this course the students will be utilizing AEC CAD skills for producing the drawings for the Design Projects course.

Lecture hours: 16
Lab/Clinic hours: 64

Prerequisite(s): ARC252 AEC CAD I

Course Fee: \$60.00

Prior to Fall 2006 the course number was CT235U

ARC266 Mechanical Systems — 2 credits

Students explore the requirements for plumbing, electrical, heating, cooling, fire safety, lighting, and communications systems in a modern building. Using samples of local codes, the students will correctly size some systems and study working drawings of each of the systems.

Lecture hours: 32

Lab/Clinic hours:

Prerequisite(s): DRF113 Fundamentals of Technical Drafting

Course Fee:

Prior to Fall 2006 the course number was CT201U

ARC272 AEC Design Projects — 3 credits

This is a cap-stone course that requires completion of a comprehensive and culminating project. The project demonstrates integration of previous course work into a project including the development of a team and project administration, building design activities, and supervisory components.

Lecture hours: 16

Lab/Clinic hours: 64

Prerequisite(s): ARC252 AEC CAD I, ARC177 Load Calculations, ARC178 Building Codes and Construction Documents, ARC266 Mechanical Systems

Course Fee:

Prior to Fall 2006 the course number was CT233U

ART101 Art Appreciation — 3 credits

This course is an examination of the value, esthetic pleasures, structure, function, and history of art. The course explores sculpture, painting, film, drawing, printmaking, photography, ceramics, and architecture. Field trips to galleries allow students the opportunity to personally experience significant visual art.

Lecture hours: 48

Lab/Clinic hours:

Course Fee:

Prior to Fall 2006 the course number was FA101T

ART106 Art Appreciation-Studio — 3 credits

This course is an investigation of art through active studio involvement with art mediums, materials, and techniques. Hands-on participation combined with fundamental study of historic content provide an opportunity for critical analysis and understanding of various visual art forms.

Lecture hours: 32

Lab/Clinic hours: 32

Course Fee:

ART120 2-D Design — 3 credits

This course introduces students to the principles of design on the two-dimensional plane. Students are instructed in conceptual thinking, content and art practices, and exposed to design, color theory, and organizational principals. An introduction to materials and practice through the disciplines of drawing, painting, printmaking, and collage are part of the conceptualization process offered in this curriculum.

Lecture hours: 32

Lab/Clinic hours: 32

Course Fee:

Prior to Fall 2006 the course number was FA215T

ART123 3-D Design — 3 credits

This course introduces students to the principles of design on the three-dimensional plane. Students are instructed in conceptual thinking, content and art practices, and exposed to the elements of art/design and organizational principles through the utilization of space. An introduction to materials and practice through the disciplines of drawing, designing and drafting are part of the conceptualization process offered in this curriculum. Projects will revolve around paper and card construction, modeling clay, iron wire, and found objects.

Lecture hours: 32

Lab/Clinic hours: 32

Course Fee:

Prior to Fall 2006 the course number was FA116T

ART133 Drawing — 3 credits

This course is an introduction to basic drawing. Working with still life props: line, form, values, perspective, and composition will be explored using various wet and dry mediums. Concentration will be on accurate visual drawing.

Lecture hours: 32

Lab/Clinic hours: 32

Course Fee:

Prior to Fall 2006 the course number was FA205T

ART134 Drawing II — 3 credits

This course concentrates on intermediate drawing problems: Gesture, contour, proportions, mapping techniques, and values are studied through the use of props and clothed models. Creative interpretation with various media and approaches are stressed.

Lecture hours: 32

Lab/Clinic hours: 32

Course Fee:

Prior to Fall 2006 the course number was FA210T

ART143 Painting — 3 credits

This course is an introduction to painting in a variety of media. Color theory, design theory, and media area applied to exercises, studies, and finished paintings. Concentration is on developing skills in handling materials and personal expression through painting.

Lecture hours: 32

Lab/Clinic hours: 32

Course Fee:

Prior to Fall 2006 the course number was FA100T

ART144 Painting II — 3 credits

This course is an advanced painting course using a variety of media with greater emphasis on self-direction. Concentration is on developing advanced skills in handling materials leading to greater abilities and personal expression through painting.

Lecture hours: 32

Lab/Clinic hours: 32

Prerequisite(s): ART143 Painting or equivalent or permission of the instructor

Course Fee:

Prior to Fall 2006 the course number was FA102T

ART173 Ceramics — 3 credits

A hands-on intensive introduction to clay and glaze materials integrated with a fresh approach to building interesting forms effectively.

Lecture hours: 32

Lab/Clinic hours: 32

Course Fee:

ART184 Photography — 3 credits

This course is an introduction to the basics of photography. The course covers the basic equipment and skills needed to make effective photographic images. Content includes: camera types, lenses, exposure control, films, and other subject areas related to the photographic field.

Lecture hours: 32

Lab/Clinic hours: 32

Course Fee:

Prior to Fall 2006 the course number was FA112T

ART203 Art History I — 3 credits

This course is an introduction to the history of visual art and artists; prehistory through Gothic. All forms of media: painting, sculpture, drawing, architecture, ceramics, metal work, glass, and others are considered in the context of time, society, and the human impulse to create.

Lecture hours: 48

Lab/Clinic hours:

Course Fee:

Prior to Fall 2006 the course number was FA105T

ART204 Art History II — 3 credits

This course is an introduction to the history of visual art and artists; Renaissance to the present. All forms of media: painting, sculpture, drawing, architecture, ceramics, metal work, glass, photography, film, and others are considered in the context of time, society, and the human impulse to create.

Lecture hours: 48

Lab/Clinic hours:

Course Fee:

Prior to Fall 2006 the course number was FA106T

ART924 Honors Project — 1 credits

This course involves in-depth independent research on an approved topic under supervision of a faculty member. Upon project's completion, results will be shared with community of peers and faculty. May be taken for up to 3 credits.

Lecture hours: 16

Lab/Clinic hours:

Course Fee:

ART928 Independent Study — 1 credits

Students can earn one to five credits for this Independent Study course.

Lecture hours: 0

Lab/Clinic hours:

Course Fee:

ATR145 Applied Industrial Robotics — 2 credits

This course will introduce the study of industrial robots. This hands-on course will equip students with the skills for the installation, programming, and troubleshooting of industrial robots.

Lecture hours: 16

Lab/Clinic hours: 32

Course Fee:

AUT106 Introduction to Automotive Technology — 2 credits

This introductory course provides an introduction to the many facets of the automotive industry to include: careers in the automotive industry, environmental concerns affecting the automotive industry, basic automotive hand tools, specialty tools, precision measuring tools, power tools and shop equipment, using service and shop manuals, and shop safety.

Lecture hours: 16

Lab/Clinic hours: 32

Course Fee:

AUT107 Introduction to Automotive Technology — 6 credits

This course includes automotive electrical theory, electrical components, component operation, testing and repair procedures. Electronic theory, electronic components and operation are included. Use of technical manuals and test equipment is emphasized. Environmental concerns and shop operations are addressed.

Lecture hours: 80

Lab/Clinic hours: 48

Course Fee:

Prior to Fall 2006 the course number was AT103U

AUT109 Introduction to Automotive Technology II — 2 credits

This course includes the use of hand and power tools, the understanding of electronic repair information and the importance of preventative maintenance.

Lecture hours: 16

Lab/Clinic hours: 32

Course Fee:

AUT164 Automotive Engine Repair — 4 credits

Basic theory of two-cycle and four-cycle gasoline engines and their application will be introduced. Disassembly, inspection and reassembly of an engine will be experienced as well as cooling, lubrication, induction, exhaust, compression and valve systems discussed. Students will develop competencies in precision measuring and services procedures.

Lecture hours: 32

Lab/Clinic hours: 64

Course Fee:

AUT165 Automotive Engine Repair — 5 credits

This course covers multi-cylinder gasoline internal combustion engines.

Lecture hours: 64
Lab/Clinic hours: 48

Course Fee: \$65.00

Prior to Fall 2006 the course number was AT107U

AUT204 Automotive Automatic Transmissions and Transaxles — 4 credits

This course covers the advanced study of automatic transmission theory and service. The student will review basic automatic transmission theory. The student will study diagnosis, disassembly, inspection, and assembly of different types of automatic transmissions and trans-axles.

Lecture hours: 32
Lab/Clinic hours: 64

Course Fee:

AUT205 Automotive Automatic Transmissions/Transaxles — 5 credits

This course is the study of components and operation of automatic transmissions/transaxles. Emphasis is placed on construction of transmission components, hydraulic controls, diagnostic techniques, and servicing.

Lecture hours: 64
Lab/Clinic hours: 48

Course Fee:

Prior to Fall 2006 the course number was AT231U

AUT305 Automotive Manual Drive Train and Axles — 5 credits

A comprehensive study of the drive train components and their relationship to the application of power to the drive wheels of vehicles.

Lecture hours: 64
Lab/Clinic hours: 48

Course Fee:

Prior to Fall 2006 the course number was AT240U

AUT307 Automotive Manual Transmissions/Transaxles — 4 credits

A comprehensive study of the manual transmissions/transaxle components and their relationship to the application of power to the drive wheels of vehicles.

Lecture hours: 32
Lab/Clinic hours: 64

Course Fee:

AUT315 Automotive Differentials and 4-Wheel Drive — 4 credits

A comprehensive study of Differentials and Transfer Cases and their relationship to the application of power to the drive wheels of vehicles.

Lecture hours: 32
Lab/Clinic hours: 64

Course Fee:

AUT404 Automotive Suspension and Steering — 4 credits

Steering and suspension system operation and service procedures are covered. Emphasis is on diagnosis and repair procedures

Lecture hours: 32

Lab/Clinic hours: 64

Course Fee:

AUT405 Automotive Suspension and Steering — 5 credits

Steering and suspension system operation and service procedures are covered. Emphasis is on diagnosis and repair procedures.

Lecture hours: 64

Lab/Clinic hours: 48

Course Fee:

Prior to Fall 2006 the course number was AT131U

AUT504 Automotive Brake Systems — 4 credits

Instruction in the theory and operating principles of drum, disc, hydraulic, and anti-lock brake systems. Laboratory procedures for inspecting, testing, diagnosing, repairing, and/or replacing conventional, power brake system components.

Lecture hours: 32

Lab/Clinic hours: 64

Course Fee:

AUT505 Automotive Brake Systems — 5 credits

Brake systems operation and service procedures are covered. Emphasis is on diagnosis and repair procedures.

Lecture hours: 64

Lab/Clinic hours: 48

Course Fee:

Prior to Fall 2006 the course number was AT141U

AUT537 Automotive Advanced Brake Systems — 4 credits

This course explains anti-lock brake systems. It also covers the diagnosis and repair of this system, as well as traction and stability control.

Lecture hours: 32

Lab/Clinic hours: 64

Prerequisite(s): A minimum grade of D- in AUT504 Automotive Brake Systems.

Course Fee:

AUT610 Automotive Electrical I — 4 credits

This introductory course covers basic electronic theory and utilization of electrical measuring instruments. Emphasis will be placed on the application of Ohm's Law and the proper utilization of electronic test equipment including practice with equipment and circuits.

Lecture hours: 32

Lab/Clinic hours: 64

Course Fee:

AUT631 Automotive Electronics — 4 credits

This course includes the theory of automotive electronics, communication of automotive electronics and repair of electronic systems.

Lecture hours: 32

Lab/Clinic hours: 64

Prerequisite(s): A minimum grade of D- in AUT610 Automotive Electrical I and AUT643 Automotive Starting, Charging, and Electrical.

Course Fee:

AUT634 Automotive Electronics I — 3 credits

This course presents concepts of electricity and electronics. Circuits, components, devices, and applications are explored.

Lecture hours: 32

Lab/Clinic hours: 48

Course Fee:

Prior to Fall 2006 the course number was AT203U

AUT635 Automotive Electronics II — 3 credits

Students continue in the study of electronics theory, construction, and application to automotive systems.

Lecture hours: 32

Lab/Clinic hours: 48

Course Fee:

Prior to Fall 2006 the course number was AT205U

AUT643 Automotive Starting, Charging, and Electrical — 4 credits

This course includes automotive electrical theory, electrical components, component operation, testing and repair procedures for automotive charging, starting and electrical systems.

Lecture hours: 32

Lab/Clinic hours: 64

Prerequisite(s): A minimum grade of D- in AUT610 Automotive Electrical I.

Course Fee:

AUT645 Automotive Charging, Starting, and Electrical Systems — 5 credits

This course includes automotive electrical theory, electrical components, component operation, testing and repair procedures for automotive charging, starting, and electrical systems.

Lecture hours: 64

Lab/Clinic hours: 48

Prerequisite(s): AUT107 Introduction to Automotive Technology

Course Fee:

Prior to Fall 2006 the course number was AT105U

AUT704 Automotive Heating and Air Conditioning — 4 credits

This course will provide instruction in the theory of operation of auto air conditioning and heating systems. Students will learn how to diagnose and service auto air conditioning systems and heating systems.

Lecture hours: 32

Lab/Clinic hours: 64

Course Fee:

AUT705 Automotive Heating and Air Conditioning — 5 credits

This course studies heating, air conditioning, and electrical accessory systems. Diagnosis and repair of heating, air conditioning, and electrical/electronic systems are emphasized.

Lecture hours: 64

Lab/Clinic hours: 48

Course Fee:

Prior to Fall 2006 the course number was AT233U

AUT827 Automotive Ignition Systems — 4 credits

Operation, diagnosis, and repair procedures used to service the modern automotive ignition system.

Lecture hours: 32

Lab/Clinic hours: 64

Prerequisite(s): A minimum grade of D- in AUT842 Automotive Computerized Engine Controls.

Course Fee:

AUT834 Automotive Fuel Systems — 4 credits

This course will provide the instruction to introduce the student to basic fuel system principles. Students will study theory and will gain hands-on experience by cleaning, repairing, and adjusting automotive fuel systems.

Lecture hours: 32

Lab/Clinic hours: 64

Course Fee:

AUT842 Automotive Computerized Engine Controls — 4 credits

This course builds upon the knowledge and skills learned in previous automotive courses to prepare the student to service On-Board Diagnosis 2 computer-controlled vehicles. The theory and operating principles of automotive computers, sensors and control devices will be emphasized. Lab instruction on late model cars will be included.

Lecture hours: 32

Lab/Clinic hours: 64

Course Fee:

AUT850 Automotive Engine Drivability Diagnosis — 6 credits

This course covers multi-cylinder gasoline internal combustion engines. Areas of study include ignition and fuel systems operation.

Lecture hours: 80

Lab/Clinic hours: 48

Course Fee:

Prior to Fall 2006 the course number was AT143U

AUT857 Advanced Automotive Engine Drivability Diagnosis — 6 credits

This course covers diagnosis, repair, and adjustment of electronic engine controls, including ignition, emission, and fuel systems. Emphasis is on diagnostic equipment usage.

Lecture hours: 80

Lab/Clinic hours: 48

Prerequisite(s): AUT107 Introduction to Automotive Technology, AUT850 Automotive Engine Drivability Diagnosis

Course Fee:

Prior to Fall 2006 the course number was AT235U

AUT886 Comprehensive Application — 4 credits

Students are presented with diagnostic problems and repair projects. Competencies attained in prior classes are emphasized.

Lecture hours: 32

Lab/Clinic hours: 64

Prerequisite(s): A minimum grade of D- in AUT106 Introduction to Automotive Technology, AUT109 Introduction to Automotive Technology II, AUT164 Automotive Engine Repair, AUT610 Automotive Electrical I, AUT504 Automotive Brake Systems, AUT643 Automotive Starting, Charging, and Electrical, and AUT307 Automotive Manual Transmissions/Transaxles.

Course Fee:

AUT941 Practicum — 5 credits

Students are presented with diagnostic problems and repair projects. Competencies attained in prior classes are emphasized.

Lecture hours: 48

Lab/Clinic hours: 96

Prerequisite(s): AUT107 Introduction to Automotive Technology, AUT645 Automotive Charging, Starting and Electrical Systems, AUT165 Automotive Engine Repair, AUT405 Automotive Suspension and Steering, AUT505 Automotive Brake Systems, and AUT850 Automotive Engine Drivability Diagnosis.

Course Fee:

Prior to Fall 2006 the course number was AT201U

BCA132 Electronic Communications — 3 credits

An introductory course in electronic communications designed to provide the students with a basic understanding of electronic mail, presentation software, and desktop publishing software. Students will be given hands-on experience with the software.

Lecture hours: 48

Lab/Clinic hours:

Prerequisite(s): CSC110 Introduction to Computers or ADM105 Introduction to Keyboarding and BCA134 Word Processing

Course Fee:

Prior to Fall 2006 the course number was BS143U

BCA134 Word Processing — 3 credits

This course will provide word processing concepts, terminology, and experience producing entry-level and advanced documents found in typical business offices. The major focus of the course is on mastery of word processing functions and concepts.

Lecture hours: 48

Lab/Clinic hours:

Co-requisite(s): ADM105 Introduction to Keyboarding

Course Fee:

Prior to Fall 2006 the course number was BS133U

BCA183 Basic Web Design Software — 2 credits

This course will show students how to use a web authoring software to enhance and manage professional quality web sites. Students will create a web site containing multimedia elements, publish it, and maintain it.

Lecture hours: 16

Lab/Clinic hours: 32

Prerequisite(s): WDV102 Intro to Web Development

Course Fee:

BCA191 Computer Applications — 2 credits

This course presents the application of the personal computer as a productivity tool. Basic functions of computer hardware and software and their interaction are introduced. Various components of a computer system are included with hands-on emphasis of the manipulation of word processing, spreadsheet, and database software.

Lecture hours: 16

Lab/Clinic hours: 32

Course Fee:

Prior to Fall 2006 the course number was CL103U

BCA201 Introduction to Information Systems — 3 credits

The purpose of this course is to provide the student with a firm understanding of management information systems. Included are an introduction to hardware and data communication technology, software and data management and business applications of the technology. The course will present the basics of information system design and management, and provide opportunities to experience working with an electronic spreadsheet, database management system, and programming using HTML.

Lecture hours: 48

Lab/Clinic hours:

Other Requirements: Basic computer, software, and keyboarding skills are required.

Course Fee:

Prior to Fall 2006 the course number was MG112T

BCA205 Database/Spreadsheets — 3 credits

This course emphasizes file management and learning to generate and format spreadsheets and databases. File management tasks include managing folders and moving, copying, and deleting files. Spreadsheet tasks include making entries, correcting entries, entering formulas, and creating charts. Database tasks include designing and creating tables, generating queries, creating forms and reports, and database maintenance. Basic computer literacy is expected of students enrolling in this course.

Lecture hours: 48

Lab/Clinic hours:

Prerequisite(s): Appropriate math placement score;

A minimum grade of 'C' in RDG039 College Preparatory Reading II or appropriate compass score

Co-requisite(s): Ability to type 15 net words per minute on a five-minute timing. Test will be given on the first day of class.

Course Fee:

Prior to Fall 2006 the course number was BS106U

BCA213 Intermediate Computer Business Applications — 3 credits

This course covers advanced computer applications including word processing, spreadsheet, database, and presentation software. Topics include using mail merge, desktop publishing, using database functions in a spreadsheet, templates, creating customized reports and forms in database, advanced features of presentation software, importing and exporting data.

Lecture hours: 48

Lab/Clinic hours:

Prerequisite(s): BCA205 Database/Spreadsheets and BCA134 Word Processing

Course Fee:

Prior to Fall 2006 the course number was BS200U

BCA232 Multimedia for Web Design — 3 credits

This course is designed to show students the tools and methods for using multimedia objects in web development. Media types discussed will include streaming video and audio, animation, inline media, and online chat. Students will create a website that incorporates multimedia elements.

Lecture hours: 32

Lab/Clinic hours: 32

Course Fee:

Prior to Fall 2006 the course number was IF233U

BCA924 Honors Project — 1 credits

This course involves in-depth independent research on an approved topic under supervision of a faculty member. Upon project's completion, results will be shared with community of peers and faculty. May be taken for up to 3 credits.

Lecture hours: 16

Lab/Clinic hours:

Course Fee:

BIO042 Preparatory Science for Health Careers — 3 credits

This course provides a focused examination of study skills/strategies and a foundation in biology to help students be more successful in health career classes. Students will be introduced to and given the opportunity to practice a variety of skills for academic success. Students will be introduced to major topics relating to health science curriculum: basic math, terminology, chemistry, and cell biology. Selected topics from the body systems will also be introduced.

Lecture hours: 48

Lab/Clinic hours:

Prerequisite(s): A minimum grade of C in MAT052 Pre-Algebra and RDG039 College Preparatory Reading II.

Course Fee:

BIO105 Introductory Biology — 4 credits

This course provides an introduction to living organisms, their diversity, structure and function, and how they maintain themselves both during their life cycle and as a species. It is designed to highlight concepts of the biological sciences for the non-biology major and satisfies the requirement for a life science course for the Associate in Arts or Science degrees. There are three hours of lecture and two hours of laboratory each week.

Lecture hours: 48

Lab/Clinic hours: 32

Course Fee:

Prior to Fall 2006 the course number was BI112T

BIO112 General Biology I — 4 credits

This lecture and laboratory course is the first of a two semester sequence designed for students with a specific interest in majoring in the biological sciences or a desire for a more comprehensive undergraduate course in the discipline. The course integrates the basic principles of general biology and focuses on their interrelationships. The major themes addressed include levels of organization, cell structure and metabolism, the genetic basis of life, evolution, diversity, and ecological relationships. Laboratory exercises are coordinated with lecture topics to enhance the student's understanding of these topics.

Lecture hours: 48

Lab/Clinic hours: 32

Course Fee:

Prior to Fall 2006 the course number was BI110T

BIO113 General Biology II — 4 credits

This lecture and laboratory course is part of a two semester sequence designed for students with a specific interest in majoring in the biological sciences or a desire for a more comprehensive undergraduate course in the discipline. The major focus of this course is on the diversity of life forms, including microbes, protists, the fungi, plants, and animals. The course will include the study of their structure and function, evolutionary patterns, ecological relationships and, behavior. Laboratory exercises are coordinated with lecture topics to enhance the student's understanding of the lecture concepts.

Lecture hours: 48

Lab/Clinic hours: 32

Course Fee:

Prior to Fall 2006 the course number was BI111T

BIO150 Fundamentals of Nutrition — 2 credits

Fundamentals of Nutrition will introduce students to food/nutrients essential for good health. Emphasis will be placed on selection and use of food for health and satisfaction of the individual family.

Lecture hours: 32

Lab/Clinic hours:

Course Fee:

Prior to Fall 2006 the course number was BI107T

BIO151 Nutrition — 3 credits

This course will introduce students to the science of nutrition. The course will examine individual nutrients; their structure and function in the human body; nutrient composition of food; and selection of food to meet nutrient needs, maintain health, and satisfaction. Students will understand and apply present day knowledge of nutrition to dietary patterns and needs of selected individuals and groups. The course is an advanced beginning course in human nutrition designed for students with a science background.

Lecture hours: 48

Lab/Clinic hours:

Course Fee:

Prior to Fall 2006 the course number was BI109T

BIO154 Human Biology — 3 credits

This course explores human structure and function and the relationship of humans to other living organisms. The course examines the application of basic biological principles to practical human concerns. The course is

a one-semester biology course intended for students who do not wish to major in the biological or health sciences.

Lecture hours: 48

Lab/Clinic hours:

Course Fee:

Prior to Fall 2006 the course number was BI113T

BIO159 Fundamentals of Anatomy and Physiology — 3 credits

This course provides a basic overview of the anatomy and physiology of the human body. It is designed to provide practical nursing and other health science students with an understanding of normal body structure and function as a basis for the study of variations from normal health.

Lecture hours: 48

Lab/Clinic hours:

Prerequisite(s): BIO041 Pre-Technical Biology

Course Fee:

Prior to Fall 2006 the course number was BI105U

BIO160 Basic Anatomy and Physiology Lab — 1 credits

This course provides the student with information in basic first aid, taking and recording of vital signs, and CPR. This course is required for students in the Dental Assisting Program.

Lecture hours: 32

Lab/Clinic hours:

Prerequisite(s): BIO158 Basic Anatomy and Physiology

Course Fee:

Prior to Fall 2006 the course number was BI121U

BIO163 Essentials of Anatomy and Physiology — 4 credits

This course is an introduction to the principles of human anatomy and physiology beginning with the cellular/biochemical level of organization and progressing through a comprehensive study of organ systems emphasizing homeostasis. This is a one-term transfer level class designed for students entering allied health fields or biological sciences. To be applicable to any health career program, successful completion with a grade of "C" or better is required. Each student must enroll for one laboratory section.

Lecture hours: 48

Lab/Clinic hours: 32

Course Fee: \$50.00

Prior to Fall 2006 the course number was BI103T

BIO168 Human Anatomy and Physiology I with Lab — 4 credits

The first of a two-semester sequence especially designed for students pursuing careers in allied health fields as well as any student desiring an in-depth undergraduate transfer course. The course focuses on the interdependent relationships between the structure and functions of body systems and the ways these parts interact (homeostasis) to insure the survival of the organism. Major topics addressed include levels of organization, the chemistry of life, support/movement, integration/control, and coordination. Coordinated laboratory exercises focus on anatomical knowledge and physiological functions.

Lecture hours: 48

Lab/Clinic hours: 32

Prerequisite(s): BIO168 Human Anatomy and Physiology I w/lab and BIO173 Human Anatomy and Physiology II w/lab with a grade of C or better

Course Fee:

Prior to Fall 2006 the course number was BI104T

BIO173 Human Anatomy and Physiology II with Lab — 4 credits

The second of a two-semester sequence designed for students pursuing careers in allied health fields or wishing an in-depth undergraduate transfer course in the biological sciences. The course focuses on interdependent relationships between the structures and functions of body systems and the way these parts interact (homeostasis) to insure survival of the organism. Major topics addressed include systems associated with circulation, maintenance, elimination, and continuity. Coordinated laboratory exercises focus on anatomical knowledge and physiological functions.

Lecture hours: 48

Lab/Clinic hours: 32

Prerequisite(s): BIO168 Human Anatomy and Physiology I w/lab

Course Fee:

Prior to Fall 2006 the course number was BI105T

BIO185 Microbiology with lab — 3 credits

This lecture-laboratory course emphasizes a survey of general topics needed by students entering careers in allied health fields as well as any student desiring a background in microbiology. The course covers aspects of microbial function, nutrition and growth, metabolism, energy procurement, medical genetics, genetic engineering, control using physical and chemical agents, host-parasitic relationships as well as beneficial roles of microorganisms. Coordinated laboratory exercises enhance and support the lecture topics.

Lecture hours: 32

Lab/Clinic hours: 32

Course Fee:

Prior to Fall 2006 the course number was BI106T

BIO924 Honors Project — 1 credits

This course involves in-depth independent research on an approved topic under supervision of a faculty member. Upon project's completion, results will be shared with community of peers and faculty. May be taken for up to 3 credits.

Lecture hours: 16

Lab/Clinic hours:

Course Fee:

BIO928 Independent Study — 1 credits

This course provides opportunity for a student to focus previous course work and knowledge on a special issue as well as provide for individualized exploration of topics germane to the student's projected objectives within any recognized discipline. Faculty consultation is required prior to registration for this course.

Lecture hours: 0

Lab/Clinic hours:

Course Fee:

Prior to Fall 2006 the course number was BI181T, BI182T, BI183T

BUS102 Introduction to Business — 3 credits

An introductory survey course which provides an overview of the major functions in business with relation to current social, economic, and environmental concerns.

Lecture hours: 48

Lab/Clinic hours:

Course Fee:

Prior to Fall 2006 the course number was MG101T, MG194T

BUS180 Business Ethics — 3 credits

This course is an introduction to ethical decision making in business. There is an examination of individual, organizational, and macro level issues in business ethics. This course does not determine correct ethical action; it is designed to assist the potential businessperson to make more informed ethical decisions on a daily basis. Dilemmas, real life situations, and cases provide an opportunity for you to use concepts in the assignments and to resolve ethical issues. Since there is no universal agreement on the correct ethical business norms critical thinking and informed decision making are emphasized.

Lecture hours: 48

Lab/Clinic hours:

Course Fee:

Prior to Fall 2006 the course number was MM138T

BUS183 Business Law — 3 credits

An introduction to the principles of law as they relate to business. This course includes an overview of our court system, sources of law, ethics and social responsibility, contracts, warranties, real property, landlord and tenant, negotiable instruments, and agency. Emphasis is placed on exploring the law as it affects businesses and individuals.

Lecture hours: 48

Lab/Clinic hours:

Course Fee:

Prior to Fall 2006 the course number was MG106T

BUS210 Business Statistics — 3 credits

Application and interpretation of probability and statistics as they relate to business problems; design of experiment, descriptive statistics, sampling, estimation, correlation, linear regression, hypothesis testing, and analysis of variances.

Lecture hours: 48

Lab/Clinic hours:

Prerequisite(s): MAT156 Statistics or equivalent or appropriate placement score

Course Fee:

Prior to Fall 2006 the course number was MG105T

BUS220 Introduction to International Business — 3 credits

This course focuses on marketing management problems, techniques, and strategies needed within the world marketplace. Understanding a country's cultural and environmental impact is emphasized. Worldwide consumerism, economic and social development, the spread of multinational corporations, business ethics, cultural diversity, and current economic and marketing issues will be examined.

Lecture hours: 48

Lab/Clinic hours:

Course Fee:

BUS230 Quantitative Methods for Business Decision Making — 3 credits

Quantitative and qualitative aspects of problem solving and decision making in business are covered. Topics include structuring and the basics of decision making, classification theory, functional relationships, marginal analysis, resource allocation, and probability.

Lecture hours: 48

Lab/Clinic hours:

Prerequisite(s): MAT156 Statistics

Course Fee:

Prior to Fall 2006 the course number was MG108T

BUS903 Business Field Experience — 3 credits

This course provides students with the opportunity to gain practical work experience, while applying skills and techniques learned in their program of study, under the supervision of an employer, manager, or supervisor.

Lecture hours: 0

Lab/Clinic hours:

Co-op Hours: 192

Other Requirements: 2.00 cumulative GPA

Course Fee:

Prior to Fall 2006 the course number was BS204U

BUS905 Golf Course Internship — 3 credits

Students will intern at golf courses and country clubs throughout the region and state, focusing on internal and external operations of the course/club.

Lecture hours: 0

Lab/Clinic hours:

Co-op Hours: 192

Prerequisite(s): A minimum grade of C- in MGT222 Golf Club Operations.

Course Fee:

BUS905 Golf Course Internship — 1 credits

Students will intern at golf courses and country clubs throughout the region and state, focusing on internal and external operations of the course/club.

Lecture hours: 0

Lab/Clinic hours:

Co-op Hours: 64

Prerequisite(s): A minimum grade of C- in MGT222 Golf Club Operations.

Course Fee:

CAD105 CAD I — 2 credits

This course introduces and provides the student an opportunity for hands-on experience in computer-aided drafting (CAD) to prepare two-dimensional drawings. Students focus on the architecture of computer systems, terminology, disk operating systems and procedures, and basic CAD drafting commands.

Lecture hours: 16

Lab/Clinic hours: 32

Course Fee: \$38.00

Prior to Fall 2006 the course number was IT141U

CAD200 CAD SoftPlan — 3 credits

The CAD SoftPlan course will introduce students to an object based CAD program and the process involved in generating a complete set of residential working drawings. Emphasis will be placed on setting up a drawing, using file management, organizing architectural information, paying attention to detail, converting sketches to CAD, modifying CAD drawings, and applying problem solving skills.

Lecture hours: 32

Lab/Clinic hours: 32

Prerequisite(s): CON102 Introduction to Residential Construction

Course Fee: \$50.00

CET122 Construction Drawings and Contracts — 2 credits

The course examines typical building and civil construction plans and introduces the methods of bidding and contracting for building projects.

Lecture hours: 16

Lab/Clinic hours: 32

Course Fee:

CET133 Construction Methods and Resources — 3 credits

Methods of and problems related to construction of highways and buildings are covered. Examination is done of the commonly utilized resources - money, materials, equipment, personnel - and their management. Production and handling costs are discussed. Productivity, construction scheduling, and construction safety are also covered briefly.

Lecture hours: 32

Lab/Clinic hours: 32

Course Fee:

CET142 PC Concrete, HMA, and Testing — 3 credits

This course covers types, production, and physical properties of asphalt and portland cements, testing and selection of mineral aggregates and concrete mix designs, laboratory testing procedures of mix evaluation and quality control methods for asphalt and, portland cement concretes.

Lecture hours: 32

Lab/Clinic hours: 48

Course Fee:

Prior to Fall 2006 the course number was CE131U

CET160 Surveying — 3 credits

Surveying includes the use of surveying instruments and note-keeping for level circuits, topographic surveys, traversing, and construction surveys. Computations to determine errors, distances, azimuths, bearings, angles, areas, volumes, and topics in photogrammetry are included.

Lecture hours: 16

Lab/Clinic hours: 80

Prerequisite(s): MAT122 College Algebra or MAT744 Technical Math

Course Fee:

Prior to Fall 2006 the course number was CE133U

CET182 Structural Detailing Using CAD — 2 credits

This course uses mostly computer-aided drafting (CAD) and computer techniques to prepare drawings for highway structures which include structural steel, reinforced concrete, and structural timber. The course includes the preparation of bar bend details, reinforcing bar lists, and quantity calculations. Topics from the Department of Transportation Specifications are also covered.

Lecture hours: 16

Lab/Clinic hours: 48

Course Fee: \$146.00

Prior to Fall 2006 the course number was CE136U

CET213 Route Surveying/Roadway Design — 3 credits

Route surveying covers horizontal and vertical curves (circular, parabolic, and spiral), earthwork, and elements of safety and photogrammetric applications. Fieldwork includes surveying for a grading project and drafting the plan and profile, cross-sections, and calculating and balancing earth volumes. Roadway design incorporates the use of a computer-aided roadway design software package and includes topographic mapping, highway design, and plotting project drawings.

Lecture hours: 16

Lab/Clinic hours: 80

Prerequisite(s): CET160 Surveying

Course Fee:

CET223 Soils, Testing and Foundations — 3 credits

Students study the origin, structure, identification, and engineering classification of soils, moisture-density relationships, standard laboratory testing procedures, compressive and shearing strength of soil and bearing capacity of soils, and piling.

Lecture hours: 32

Lab/Clinic hours: 48

Prerequisite(s): PHY162 College Physics I and MAT128 Precalculus

Course Fee:

Prior to Fall 2006 the course number was CE204U

CET233 Fundamentals of GPS and GIS — 3 credits

This course will introduce fundamental processes of Global Positioning Systems (GPS) including technical aspects of GPS satellites, differential corrections, and hardware. The specific application for mapping and data collection will be discussed and demonstrated. Fundamental processes and applications of Geographic Information Systems (GIS) will also be introduced, including file formats, data base management, spatial analysis, and manipulation of data.

Lecture hours: 32

Lab/Clinic hours: 32

Prerequisite(s): CET160 Surveying

Course Fee:

CET253 Fundamentals of Construction Estimating — 3 credits

Students learn the fundamental principles of construction estimating. The course stresses the organization of the estimate, the procedure of estimating costs in different divisions of the project, and determining the critical

quantities of materials obtained from a set of plans.

Lecture hours: 32

Lab/Clinic hours: 32

Course Fee:

CET256 Land Surveying — 3 credits

This course covers topics of the U.S. Public Land Survey System, Iowa laws regarding surveying and the preparation and recording of plats. Fieldwork is required to collect boundary measurements and field astronomy for a North azimuth. Calculations include astronomical bearings, traverse adjustment, area and partition of land. Computer drafting is used in the preparation of the plat.

Lecture hours: 16

Lab/Clinic hours: 64

Prerequisite(s): CET160 Surveying

Course Fee:

Prior to Fall 2006 the course number was CE236U

CET262 Environmental Technology — 3 credits

Topics covered include hydraulics, hydrology, water quality, water and sewer systems, storm water control, solid and hazardous waste, and air and noise pollution.

Lecture hours: 32

Lab/Clinic hours: 32

Prerequisite(s): PHY162 College Physics I and MAT122 College Algebra or MAT744 Technical Math

Course Fee:

CET285 Structural Steel/Reinforced Concrete Design — 3 credits

Structural Steel Design covers the design of beams, columns, bolted and welded connections, base and bearing plates, and tension members. Reinforced Concrete Design covers the strength and behavior of reinforced concrete in the design of such structural members as beams, slabs, walls, columns and footings

Lecture hours: 16

Lab/Clinic hours: 64

Course Fee:

CHM122 Introduction to General Chemistry — 4 credits

An introductory course which assumes a minimal student background in mathematics and chemistry. The course is intended to serve students in allied health programs and any student desiring an application-oriented, less theoretical approach to chemistry. The course introduces students to the practical aspects and basic concepts of chemistry including measurements, dimensional analysis, matter, energy, atoms, elements, the Periodic Chart, nuclear chemistry, chemical bonding, nomenclature, an introduction to organic chemistry, chemical quantities, formulas, gases, chemical calculations, balancing equations, solutions, acids and bases, chemical kinetics, and equilibrium. Coordinated laboratory exercises are intended to emphasize topics covered in the lecture as well as stress basic laboratory techniques.

Lecture hours: 48

Lab/Clinic hours: 32

Prerequisite(s): A minimum grade of 'C' in MAT063 Elementary Algebra OR appropriate placement score.

Course Fee:

Prior to Fall 2006 the course number was CH105T

CHM132 Introduction to Organic and Biochemistry — 4 credits

This lecture-laboratory course is intended primarily to serve undergraduate health-related majors such as nursing and dental hygiene as well as the general studies students seeking an integrated background in organic and biological chemistry. Students will study topics applications from a clinical, human, or environmental perspective. Laboratory exercises are coordinated with the lecture topics.

Lecture hours: 48

Lab/Clinic hours: 32

Prerequisite(s): CHM122 Introduction to General Chemistry

Course Fee:

Prior to Fall 2006 the course number was CH107T

CHM165 General Chemistry I — 4 credits

This lecture and laboratory course is the first of a two-semester sequence designed specifically for students majoring in chemistry, physics, biology, or pre-engineering. It is a mathematically rigorous course that assumes the entering student has a strong background in algebra and finite mathematics. Students will learn concepts specific chemical information that will be applied within the context of a variety of chemistry applications. Many of the applications that will be investigated highlight contemporary social and scientific issues. Through participation in course activities, each student should expect to improve her/his knowledge of chemistry and to develop improved qualitative and quantitative problem-solving skills. Hands-on experience with laboratory experiments will allow students to learn proper procedures, to gather meaningful data, and to draw logical and appropriate conclusions based on the laboratory data. Content will include chemical equations, stoichiometry, gases, thermochemistry, equilibrium, electronic structure of atoms, periodic trends, molecular bonding and structure, intermolecular forces, and nuclear chemistry.

Lecture hours: 48

Lab/Clinic hours: 32

Prerequisite(s): A minimum grade of 'C' in MAT102 Intermediate Algebra Class in the past 5 years.

Other Requirements: High school Chemistry or consent of instructor

Course Fee:

Prior to Fall 2006 the course number was CH110T

CHM175 General Chemistry II — 4 credits

This lecture and laboratory course is the second of a two semester sequence designed specifically for students majoring in chemistry, physics, biology or pre-engineering. Students will have successfully completed General Chemistry I or it's equivalent. The course focuses on chemical equilibria and their applications, thermodynamics, kinetics, and nuclear chemistry. Specific topics are outlined under the course content. Laboratory exercises are coordinated with lecture topics where possible and are intended to augment and support these topics.

Lecture hours: 48

Lab/Clinic hours: 32

Prerequisite(s): CHM165 General Chemistry I

Course Fee:

Prior to Fall 2006 the course number was CH111T

CHM924 Honors Project — 1 credits

This course involves in-depth independent research on an approved topic under supervision of a faculty member. Upon project's completion, results will be shared with community of peers and faculty. May be taken for up to 3 credits.

Lecture hours: 16

Lab/Clinic hours:

Course Fee:

CHM928 Independent Study — 1 credits

This course provides opportunity for a student to focus previous course work and knowledge on a special issue as well as provide for individualized exploration of topics germane to the student's projected objectives within any recognized discipline. Faculty consultation is required prior to registration for this course. Students can earn 1-5 credits.

Lecture hours: 16

Lab/Clinic hours:

Course Fee:

Prior to Fall 2006 the course number was CH181T, CH184T

CIS102 Introduction to Computers — 2 credits

This course introduces the basic use of the personal computer. The course includes a study of DOS (disk operating system), Windows, and word processing.

Lecture hours: 16

Lab/Clinic hours: 32

Course Fee:

Prior to Fall 2006 the course number was IT106U

CIS121 Introduction to Programming Logic — 3 credits

This course will introduce language independent programming logic design techniques. Students will learn techniques such as flow-charting and pseudo-code to build complete programs that can be translated into modern programming languages. Students will learn to use elements of decision making, looping, control breaks, and arrays. Language independent Object Oriented Programming will be introduced along with other advanced topics.

Lecture hours: 32

Lab/Clinic hours: 32

Course Fee:

CIS171 Java — 3 credits

This course is designed to give the student the tools and the knowledge to program using the Java language.

Lecture hours: 32

Lab/Clinic hours: 32

Course Fee:

Prior to Fall 2006 the course number was IF130U

CIS175 Java II — 3 credits

This course is a continuation of CIS-171 Java. Additional concepts of object-oriented programming will be applied in a variety of programming exercises.

Lecture hours: 32

Lab/Clinic hours: 32

Prerequisite(s): CIS171 Java

Course Fee:

CIS206 Web Scripting — 3 credits

This course is designed to give students experience in creating dynamic web sites. Students will use JavaScript to add interactivity to web site. Students will explore the Document Object Model as well as advanced techniques.

Lecture hours: 32

Lab/Clinic hours: 32

Prerequisite(s): A minimum grade of D in CIS231 PHP Programming and CIS215 Server Side Web Programming.

Course Fee:

Prior to Fall 2006 the course number was IF205U

CIS215 Server Side Web Programming — 3 credits

This course is designed to give the student the tools and the knowledge to program using the web programming language ASP.NET as a server side language. This course goes over the syntax and usage of the language. This course will introduce the basics of web applications.

Lecture hours: 32

Lab/Clinic hours: 32

Prerequisite(s): A minimum grade of D in WDV102 Introduction to Web Development, WDV105 Web Layouts, and CIS121 Introduction to Programming Logic,

Co-requisite(s): A minimum grade of D in MAT110 Math for Liberal Arts.

Course Fee:

CIS217 Data Driven Web Page — 3 credits

This course is designed to give the student the tools and the knowledge to program a web application using PHP and MySQL. This course covers advanced topics such as administration pages for the web site for the management of the web application. This course is a continuation of CIS231 PHP Programming.

Lecture hours: 32

Lab/Clinic hours: 32

Prerequisite(s): A minimum grade of D in CIS215 Server Side Web Programming.

Course Fee:

CIS225 Advanced Server Side Web Programming — 3 credits

This course will build on the skills learned from Server Side Web Programming. This course will work with advanced topics in Active Server Pages. Students will be expected to create entire web sites using information learned in this course. A practical hands-on approach will be utilized.

Lecture hours: 32

Lab/Clinic hours: 32

Prerequisite(s): A minimum grade of D in CIS215 Server Side Web Programming.

Course Fee:

CIS231 PHP Programming — 3 credits

This course is designed to give the student the tools and the knowledge to program using the web programming language PHP as a server side language. This course goes over the syntax and usage of the language. This course will introduce the basics of web applications.

Lecture hours: 32

Lab/Clinic hours: 32

Prerequisite(s): A minimum grade of D in WDV102 Introduction to Web Development, WDV105 Web Layouts, and CIS121 Introduction to Programming Logic.

Co-requisite(s): A minimum grade of D in MAT110 Math for Liberal Arts.

Course Fee:

CIS234 Web Site Administration — 3 credits

This course is designed to introduce students to the various platforms that support the servicing websites. Students will install HTTP, FTP, and SMTP servers, configure the services, and tune the servers for performance. Students will also host and maintain several websites on a server.

Lecture hours: 32

Lab/Clinic hours: 32

Prerequisite(s): WDV102 Intro to Web Development

Course Fee:

CIS249 Web Languages — 3 credits

This course is designed to give the student an exploration of other web languages used on the web and learn the basics of those languages.

Lecture hours: 32

Lab/Clinic hours: 32

Prerequisite(s): A minimum grade of D in CIS215 Server Side Web Programming and CIS231 PHP Programming.

Course Fee:

CIS274 E-Commerce Design — 3 credits

This course will introduce students to using the Internet as a medium for marketing, sales, and support of a product. Students will learn how to adapt a traditional business model to an electronic model.

Lecture hours: 16

Lab/Clinic hours: 32

Prerequisite(s): CIS206 Web Scripting

Course Fee:

Prior to Fall 2006 the course number was IF235U

CIS303 Introduction to Database — 3 credits

This course will introduce students to data management using databases. Focus will be given to database models, data storage concepts, SQL, and data warehousing.

Lecture hours: 32

Lab/Clinic hours: 32

Course Fee:

Prior to Fall 2006 the course number was IF204U

CIS355 Database Design and Management — 4 credits

This course will introduce students to data management using databases. this includes database design, normalization/optimization, relationships, security, and database management systems.

Lecture hours: 48

Lab/Clinic hours: 32

Course Fee:

CIS750 Project Management — 3 credits

This course is designed to provide students exposure to project management and its importance to improving success in information technology projects. Topics addressed in the course will include triple constraints of project management, project life cycle, cost estimates, value management and motivation theory, and team building. Tools and techniques important to project management will also be presented, including project selection methods, work breakdowns, network diagrams, critical path analysis, and scheduling. Students will have the opportunity to utilize software to help plan and manage an information technology project.

Lecture hours: 48

Lab/Clinic hours:

Prerequisite(s): A minimum grade of C in NET313 Windows Server and a minimum grade of D in NET213 CISCO Networking.

Course Fee:

CLS130 African Cultures — 3 credits

This course will explore the development of Sub-Saharan African civilizations from the dawn of humanity to the issues facing the region today. It will look at the indigenous and colonial heritage of the area; examine the political, economic, social, religious, environmental, and gender realities and issues facing the region; and expose students to significant African contributions and trends in prose, poetry, drama, art, music, and dance.

Lecture hours: 48

Lab/Clinic hours:

Course Fee:

Prior to Fall 2006 the course number was HM112T

CLS141 Middle Eastern History and Culture — 3 credits

This interdisciplinary course will examine the history of civilization in the Middle East with particular emphasis on the period since the birth of Islam. The course will also explore the cross-cultural exchanges that the ancient Middle Eastern and Islamic civilizations have made with other world civilizations. Among other topics this course will explore the foundation and development of Islam and its growth to imperial power; the spread of Islam and its continuing influence in world affairs; and the principle events that have brought about the current political and economic situations in the Middle East.

Lecture hours: 48

Lab/Clinic hours:

Course Fee:

Prior to Fall 2006 the course number was HM118T

CLS150 Latin American History and Culture — 3 credits

This course will explore the development of Latin American civilization from its ancient origins to the issues facing the region today. The course will look at the indigenous and colonial heritage of the area; examine its shared cultural, literary, economic, social, and political contributions and trends; and look at the history and current issues facing the individual countries or sub-regional groupings.

Lecture hours: 48

Lab/Clinic hours:

Course Fee:

Prior to Fall 2006 the course number was HM116T

CLS160 East Asian Cultures — 3 credits

This course is an interdisciplinary course that will explore the emergence of East Asian civilization, its development and diversification, and its contacts and exchanges with other world civilizations. Primary emphasis is on China. The course will explore the various historical, cultural, religious, philosophical, economic, political, social, demographic, and geographic factors that make this such a diverse and dynamic civilization and will also draw comparisons between China and neighboring countries.

Lecture hours: 48

Lab/Clinic hours:

Course Fee:

Prior to Fall 2006 the course number was HM114T

CLS164 Japanese History and Culture — 3 credits

Japanese History and Culture is an interdisciplinary course that will explore the emergence of Japanese civilization, its development, diversification, and its contacts and exchanges with other world civilizations. The course will explore the various historical, cultural, religious, artistic, philosophical, economic, political, social, cultural, demographic, and geographic factors that make Japan such a diverse and dynamic civilization. Emphasis will be placed upon attempting to understand Japanese culture as being both unique and as intimately related to other cultures.

Lecture hours: 48

Lab/Clinic hours:

Course Fee:

CLS172 Russian Civilization — 3 credits

Russia's turbulent past and uncertain present will be discussed in this interdisciplinary course. It will examine the major political, economic, geographic, social, cultural, religious, and other factors that have contributed to the development of Russian civilization. Emphasis will be placed upon understanding Russia as both a unique Eurasian civilization and a part of the global community of nations.

Lecture hours: 48

Lab/Clinic hours:

Course Fee:

CLS928 Independent Study — 1 credits

This course provides opportunity for a student to focus previous course work and knowledge on a special issue as well as provide for individualized exploration of topics germane to the student's projected objectives within any recognized discipline. Faculty consultation is required prior to registration for this course. This course can be taken for up to 5 credits.

Lecture hours: 16

Lab/Clinic hours:

Course Fee:

CNS106 Wildlife Ecology — 4 credits

This course examines wildlife ecology. Students will be introduced to wildlife management to apply ecological knowledge in ways to find a balance between the needs of wildlife and the needs of people.

Lecture hours: 48

Lab/Clinic hours: 32

Prerequisite(s): CNS121 Environmental Conservation or equivalent course in ecology.

Course Fee:

Prior to Fall 2006 the course number was NR106U

CNS107 Outdoor Recreation Techniques — 1 credits

This course provides an introduction into basic outdoor recreation techniques commonly utilized by naturalists and conservation professionals to help citizens gain an appreciation of their environment. Recreational techniques will include activities such as canoeing, kayaking, hiking, spelunking, cross-country skiing, and snowshoeing.

Lecture hours: 0

Lab/Clinic hours: 32

Course Fee: \$91.00

Prior to Fall 2006 the course number was NR107U

CNS108 Wildlife Identification — 3 credits

This course will provide information to assist in the identification of common wildlife of Iowa. Wildlife will be identified not only by physical characteristics but by many other characteristics. Vertebrates, insects, and macroinvertebrates will be covered. Major groups of vertebrates including mammals, birds, fish, reptiles, and amphibians will be studied.

Lecture hours: 32

Lab/Clinic hours: 32

Course Fee:

Prior to Fall 2006 the course number was NR108U

CNS121 Environmental Conservation — 3 credits

This course enables students to learn about their environment. Students study about natural ecosystems, interactions within ecosystems, ecological principles and their application, the impact our increasing population has on the environment, the importance and components of a sustainable agriculture, and the environmental issues facing today's world.

Lecture hours: 32

Lab/Clinic hours: 32

Course Fee:

Prior to Fall 2006 the course number was NR121T

CNS134 Wildlife Management — 4 credits

This course will provide a foundation in the dynamics of wildlife conservation and management. This course relates the biological concepts of wildlife populations, habitat management, management goals and applications geared toward various forms of wildlife.

Lecture hours: 48

Lab/Clinic hours: 32

Prerequisite(s): CNS106 Wildlife Ecology

Course Fee:

CNS136 Aquatic Management — 3 credits

This course introduces aquatic conservation and management. Basic background on aquatic environments, the ecology of fish, and the characteristics of humans who utilize aquatic resources or indirectly interact with them through land- and water-use activities will be covered.

Lecture hours: 32

Lab/Clinic hours: 32

Course Fee:

Prior to Fall 2006 the course number was NR136U

CNS138 Woodland Management — 3 credits

This course will provide an introduction to woodland management from an ecological management perspective. Management of small properties will be emphasized.

Lecture hours: 32

Lab/Clinic hours: 32

Course Fee:

Prior to Fall 2006 the course number was NR138U

CNS143 Fire Management — 3 credits

This course focuses on prescribed burns as a tool in ecosystem management. The use of fire to meet resource management objectives requires definitive and quantified knowledge of physical, biological, and ecological effects of fire on the ecosystem involved. Students will be trained in conducting prescribed burns and will participate as burn crew members.

Lecture hours: 32

Lab/Clinic hours: 32

Prerequisite(s): CNS121 Environmental Conservation

Course Fee: \$88.00

CNS201 Conservation Biology — 4 credits

Conservation Biology has drawn together scientists and environmentalists in basic and applied studies of biodiversity. The student will examine the nature of this emerging field, and will survey basic principles of ecology with emphasis on the ecosystem concept and its central role in conservation management. The student will examine biodiversity in detail, evaluate the threats to biodiversity, and examine the processes of extinction that are leading to a biodiversity crisis. The student will be an active participant in current conservation projects and will conduct studies of the biological diversity of their community.

Lecture hours: 48

Lab/Clinic hours: 32

Prerequisite(s): CNS121 Environmental Conservation

Course Fee:

Prior to Fall 2006 the course number was NR201T

CNS204 Native Vegetation — 3 credits

This course provides an introduction to botany, landforms of Iowa, and native plant communities. Emphasis will be on the identification of native plants and differentiation from exotic weed species.

Lecture hours: 32

Lab/Clinic hours: 32

Course Fee:

Prior to Fall 2006 the course number was NR204U

CNS205 Advanced Outdoor Recreation Techniques — 1 credits

This course provides a wilderness experience to utilize advanced outdoor recreation techniques during an intense time period (over Labor Day weekend or the equivalent). Techniques utilized include hiking, backpacking, canoeing or kayaking, low impact camping, and others. This wilderness encounter is at a remote location such as the Boundary Waters, Isle Royale, etc. The focus of this experience is to gain leadership skills to guide groups of citizens on basic outdoor recreation adventures to increase their appreciation of their

environment such as is done by naturalists and conservation groups by following the 18 points set by the Wilderness Education Association and Leave No Trace Principles.

Lecture hours: 0

Lab/Clinic hours: 32

Prerequisite(s): CNS107 Outdoor Recreation Techniques

Course Fee: \$375.00

Prior to Fall 2006 the course number was NR205U

CNS228 Natural Areas Management — 3 credits

This course provides a background in the restoration of native ecosystems. Restoration practices from site analysis, seed and plant selection, and planting techniques; to management by fire, mowing, and weed control are covered. Students will have practical experiences in the reconstruction and management of various ecosystems.

Lecture hours: 16

Lab/Clinic hours: 64

Course Fee: \$59.00

Prior to Fall 2006 the course number was NR228U

CNS231 Integrated Roadside Vegetation Management — 2 credits

This course examines integrated roadside vegetation management (IRVM) as a decision-making process for maintaining roadsides. IRVM includes the needs of local communities and highway users; the knowledge of plant ecology and natural processes; design, construction, and maintenance considerations, monitoring and evaluation procedures, government statutes and regulations, and technology. It integrates these with cultural, biological, mechanical, and chemical methods to economically manage roadsides for safety, plus environmental and visual quality. It will also provide practical experiences in vegetation management such as planting with a native seed drill and hydroseeder.

Lecture hours: 32

Lab/Clinic hours:

Course Fee:

Prior to Fall 2006 the course number was NR231U

CNS929 Individual Projects — 1 credits

This course provides in-depth experiences in conservation. Projects are developed in cooperation with and supervised by the instructor dealing with construction, habitat maintenance, wildlife census, habitat mapping, trail development, observation of conservation boards, etc. It includes paper describing the project from start to finish. Hours of credit depend on the scope and depth of the project.

The course can be taken for 1-3 credits and 32-96 lab hours.

Lecture hours: 0

Lab/Clinic hours: 32

Prerequisite(s): A minimum grade of C- in CNS121.

Course Fee: \$25.00

COM140 Introduction to Mass Media — 3 credits

This course presents elements of the mass communication process with emphasis on the forms, functions, regulations, and social impact of the various media. This course helps students understand how media influence their lives.

Lecture hours: 48

Lab/Clinic hours:

Course Fee:

Prior to Fall 2006 the course number was CM140T

COM143 Media Messages: Printed Page — 1 credits

This course focuses on the development of skills needed to access, analyze, evaluate, and produce printed media messages by examining the roles of viewer, producer, text, context, techniques, technologies, and institutions. The combination of COM-143 Media Messages: Printed Page, COM-144 Media Messages: TV and Movies, and COM-147 Media Messages: World Wide Web may equate to a 3 credit media literacy course at other institutions.

Lecture hours: 16

Lab/Clinic hours:

Course Fee:

Prior to Fall 2006 the course number was CM143T

COM144 Media Messages: TV and Movies — 1 credits

This course focuses on the development of skills needed to access, analyze, evaluate, and produce messages from television and film by examining the roles of viewer, producer, text, context, techniques, technologies, and institutions. The combination of COM-143 Media Messages: Printed Page, COM-144 Media Messages: TV and Movies, and COM-147 Media Messages: World Wide Web may equate to a 3 credit media literacy course at other institutions.

Lecture hours: 16

Lab/Clinic hours:

Course Fee:

Prior to Fall 2006 the course number was CM145T

COM147 Media Messages: World Wide Web — 1 credits

This course focuses on the development of skills needed to access, analyze, evaluate, and produce messages accessed through the web by examining the roles of viewer, producer, text, context, techniques, technologies, and institutions. The combination of COM-143 Media Messages: Printed Page, COM-144 Media Messages: TV and Movies, and COM-147 Media Messages: World Wide Web may equate to a 3 credit media literacy course at other institutions.

Lecture hours: 16

Lab/Clinic hours:

Course Fee:

Prior to Fall 2006 the course number was CM147T

COM148 Diversity and the Media — 3 credits

This course presents a historical perspective and a current analysis of various minority groups and how media depict these groups. This course helps students understand why and how stereotypical media portrayals have been produced and how the under-representation of diversified images affects their knowledge, attitudes, and behaviors toward others and contributes to multicultural illiteracy.

Lecture hours: 48

Lab/Clinic hours:

Course Fee:

Prior to Fall 2006 the course number was CM141T

COM155 Newspaper Production — 3 credits

This course presents elements of the news reporting process with emphasis on determining newsworthiness, gathering news, writing and editing stories in journalistic style, and observing legal and ethical responsibilities in the print, broadcast, and electronic media. This course helps students explore how journalists determine what the public needs and wants to know.

Lecture hours: 48

Lab/Clinic hours:

Course Fee:

Prior to Fall 2006 the course number was CM124T

COM730 Communications — 3 credits

This course presents elements of oral and written communications with applications to routine correspondence and oral communication situations in the work place. Students will be involved in activities that provide opportunity for the development and improvement of writing skills and oral communication skills.

Lecture hours: 48

Lab/Clinic hours:

Course Fee:

Prior to Fall 2006 the course number was CM101U

COM763 Introduction to Professional Writing — 3 credits

This course provides students with an introduction to professional writing; it overviews the role of writing as an important part of many careers as well as part of an academic discipline. This course explores the issues, theories, resources and career opportunities in professional writing as well as the use of technology to communicate and produce documents.

Lecture hours: 32

Lab/Clinic hours: 32

Prerequisite(s): ENG105 Composition I

Course Fee:

Prior to Fall 2006 the course number was CM123T

COM781 Written Communication in the Workplace — 3 credits

This course focuses on composition and editing of curriculum-specific technical and business-related writing projects. Instruction includes formatting, information gathering, document drafting, editing, and written employment strategies.

Lecture hours: 48

Lab/Clinic hours:

Course Fee:

Prior to Fall 2006 the course number was CM102U

COM924 Honors Project — 1 credits

This course involves in-depth independent research on an approved topic under supervision of a faculty member. Upon project's completion, results will be shared with community of peers and faculty. May be taken for up to 3 credits.

Lecture hours: 16

Lab/Clinic hours:

Course Fee:

CON102 Introduction to Residential Construction — 2 credits

Students will be introduced to basic residential construction safety, history, terminology, materials, and basic construction techniques. This course will cover basic information and develop manual skills needed to begin construction of a new home.

Lecture hours: 16

Lab/Clinic hours: 32

Course Fee:

CON108 Construction Safety — 1 credits

The Construction Safety course will provide students with the requirements and expectations required to work safely in the numerous occupations of the construction industry. The course will introduce students to the national OSHA safety standards for General Construction and upon their completion of this course will receive the OSHA 10 hour General Construction certification.

Lecture hours: 16

Lab/Clinic hours:

Course Fee:

CON109 Construction Safety — 2 credits

This course includes the 30 Hour Construction Outreach Program as outlined by the OSHA Voluntary Outreach Program. Areas of study include General Safety and Health Provisions, Occupational Health and Environmental Controls (HAZCOM), job site safety, training requirements, and an overview of the 1926 Standards (OSHA rules).

Lecture hours: 16

Lab/Clinic hours: 32

Course Fee:

Prior to Fall 2006 the course number was CT231U

CON113 Construction Printreading — 2 credits

Students examine and study typical working drawings for use in the construction of residential and light commercial projects. Areas of special attention are specifications, plan views, concrete and structural steel construction drawings and details.

Lecture hours: 32

Lab/Clinic hours:

Course Fee:

Prior to Fall 2006 the course number was CT101U

CON121 Carpentry Fundamentals I — 4 credits

The Carpentry Fundamentals Level I course will prepare the diploma level students to take the National Center for Construction Education and Research (NCCER) Level One test. This course will serve as a review and preparation over the Level One Objectives as defined by NCCER.

Lecture hours: 16

Lab/Clinic hours: 96

Prerequisite(s): CON102 Introduction to Residential Construction and CON133 Construction Technology Lab

Course Fee:

CON124 Construction Estimating I — 3 credits

Students learn the fundamental principles of construction estimating. The course stresses the organization of the estimate, the procedure of estimating costs in different divisions of the project and determining the critical quantities of materials obtained from a set of plans.

Lecture hours: 32

Lab/Clinic hours: 32

Prerequisite(s): CON113 Construction Drawings and CON135 Site Planning

Course Fee:

Prior to Fall 2006 the course number was CT132U

CON125 Construction Estimating II — 3 credits

This course presents the skills required to organize and prepare an estimate for a construction project. Students examine the procedure and function of a preliminary estimate, the quantity take-off method, and the summary sheet, all using the CSI format.

Lecture hours: 32

Lab/Clinic hours: 32

Prerequisite(s): CON124 Construction Estimating I and ARC175 Building Systems

Course Fee:

Prior to Fall 2006 the course number was CT209U

CON129 Concrete Lab — 2 credits

The Concrete Lab course will provide students with hands-on experience in estimating, ordering, forming, working, and finishing concrete.

Lecture hours: 0

Lab/Clinic hours: 64

Prerequisite(s): CON130 Concrete Theory

Course Fee:

CON130 Concrete Theory — 1 credits

The concrete theory course will provide students with a basic understanding of concrete, and its relationship to residential construction.

Lecture hours: 16

Lab/Clinic hours:

Course Fee:

CON131 Site Layout and Blueprint Reading — 1 credits

The Site Layout & Blueprint Reading course will train students to interpret and use site plans and other working drawings. Students will learn how to interpret construction symbols and building specifications. Students will develop site layouts for various projects utilizing lasers, builder's levels, and transits using site plans and other working drawings.

Lecture hours: 16

Lab/Clinic hours:

Course Fee:

CON133 Construction Technology Lab — 4 credits

The Construction Technology Laboratory course offers students the opportunity to further develop their skills with hand and power tool operations, and to devote more time to hands-on construction projects while

improving their skill competencies.

Lecture hours: 0

Lab/Clinic hours: 128

Course Fee:

CON135 Site Planning — 3 credits

Students study procedures for developing site plans for a construction project(s). Students will examine aspects of the development of a job site by considering feasibility studies, zoning requirements, site survey and design, and required permits and other pertinent information. The general outline of the Waterloo and Cedar Falls policies will be used as examples.

Lecture hours: 32

Lab/Clinic hours: 32

Course Fee:

Prior to Fall 2006 the course number was CT104U

CON146 Construction Technology Lab 2 — 3 credits

The Construction Technology Lab II course will provide students with the opportunity to utilize the knowledge gained in previous construction courses with hands-on applications to construction projects. This course will reinforce construction competencies in applied mathematics, site layout, blue print reading, framing, exterior finishing, interior finishing, sustainable design, and building science.

Lecture hours: 0

Lab/Clinic hours: 96

Prerequisite(s): CON133 Construction Technology Lab

Course Fee: \$50.00

CON201 Framing Techniques and Lab I — 2 credits

The Framing Techniques and Lab 1 course will introduce students to the methods used to layout wall lines and plates, measure and cut all required parts, and assemble a floor deck, walls, and roof/ceiling framing with an emphasis on air sealing and advanced framing techniques.

Lecture hours: 16

Lab/Clinic hours: 32

Course Fee:

CON214 Exterior Framing Systems I — 3 credits

This course will utilize resource efficient advanced framing methods that stress energy efficiency and sustainable design. The "Whole Systems Approach" to residential design and construction will be teamed with Universal Design principles, Optimum Value Engineering techniques, the "Building America" program, and the LEED (Leadership in Energy and Environmental Design) program.

Lecture hours: 16

Lab/Clinic hours: 64

Course Fee:

CON217 Exterior Finishing — 3 credits

This course will present the various materials used for residential exterior finishes. Topics will include insulated sheathing, building wraps, drainage planes, shingles, soffits, venting, windows, and exterior doors. Emphasis will be on sustainable construction techniques and building science principles

Lecture hours: 16

Lab/Clinic hours: 64

Course Fee:

CON228 Methods of Interior Finishing — 3 credits

In the Methods of Interior Finishing course, students will discuss the theory and history of the residential interior system. The lab portion of this course will focus on gypsum wallboard installation, taping, finishing, texturing, and painting. The gypsum wallboard work will be followed by the installation of pre-hung door units, casing, base molding, custom trim, closet finishes, hardware, and cabinetry. Universal Design and a focus on indoor air quality will be stressed. Custom interior finish packages may be included.

Lecture hours: 16

Lab/Clinic hours: 64

Course Fee:

CON266 Construction Safety — 3 credits

This course includes the 30-Hour Construction Outreach Program as outlined by the OSHA Voluntary Outreach Program. Areas of study include General Safety and Health Provisions, Occupational Health and Environmental Controls (HAZCOM), job site safety, training requirements, and an overview of the 1926 Standards (OSHA rules), with emphasis on developing, implementing and maintaining a comprehensive safety and health program.

Lecture hours: 48

Lab/Clinic hours:

Course Fee:

CON290 Construction Estimating and Project Management — 2 credits

The Construction Estimating and Project Management course will link construction estimating with project management and scheduling.

Lecture hours: 16

Lab/Clinic hours: 32

Prerequisite(s): CON510 Construction Technology Lab III

Course Fee:

CON302 Building Science I — 1 credits

Students will learn building science principles and methods to determine how thermal energy transfer, air infiltration and ex-filtration, internal and external air pressures, moisture migration, and durable design strategies apply to today's residential design and construction industry.

Lecture hours: 16

Lab/Clinic hours:

Course Fee:

CON372 Technical Portfolio Design — 2 credits

This course provides students with the writing and research skills necessary to compile a personal portfolio documenting their prior education, occupational training, and work experiences.

Lecture hours: 32

Lab/Clinic hours:

Course Fee:

Prior to Fall 2006 the course number was IT237U

CON373 Technical Presentation — 3 credits

This course highlights essential skills and provides the opportunity for students to develop expertise in both writing for and making technical presentations.

Lecture hours: 48

Lab/Clinic hours:

Course Fee:

Prior to Fall 2006 the course number was IT239U

CON386 Sustainable Design — 1 credits

The Sustainable Design Course is an overview of the concepts and strategies involved in sustainable design and construction. The course covers the history of sustainable design, LEED categories, Build It Green, USGBC, NAHB, and local and federal agencies overseeing and mandating green design. Also included are discussions of Green Point Raters, LEED AP, and additional certification opportunities along with market advantages and "Greening your business."

Lecture hours: 16

Lab/Clinic hours:

Course Fee:

CON510 Construction Technology Lab 3 — 3 credits

The Construction Technology Lab III course will provide students with the opportunity to utilize the knowledge they have gained in their previous construction courses with hands-on applications to construction projects. This course will require that students use their knowledge of construction codes and construction documents and computer aided drafting to provide detailed drawings adhering to the International Energy Conservation Code and Universal Design Principle.

Lecture hours: 0

Lab/Clinic hours: 96

Prerequisite(s): CON146 Construction Technology Lab 2

Course Fee: \$50.00

CON512 Construction Technology Lab 4 — 3 credits

The Construction Technology Lab IV course will provide students with the opportunity to utilize the knowledge they have gained in their previous construction, energy, building science, and design courses with hands-on applications to construction projects. This course will require students to use their knowledge of sustainable construction principles; adhering to the International Energy Conservation Code and Universal Design principles.

Lecture hours: 96

Lab/Clinic hours:

Prerequisite(s): CON510 Construction Technology 3

Course Fee: \$50.00

CRJ100 Introduction to Criminal Justice — 3 credits

This course examines the day-to-day operation of criminal justice in our society. Emphasis is on the inter-relationships of the components of law enforcement, the courts, corrections, and the juvenile justice system.

Lecture hours: 48

Lab/Clinic hours:

Course Fee:

Prior to Fall 2006 the course number was CJ102T

CRJ110 Patrol Procedures — 3 credits

This course is a study of basic police operations, the types of patrol, and communication techniques. The focus is on investigating the requirements for a patrol officer.

Lecture hours: 48

Lab/Clinic hours:

Other Requirements: Must be enrolled in Police Science

Course Fee:

Prior to Fall 2006 the course number was PL102U

CRJ114 Criminal Justice Computer Applications — 1 credits

This course will introduce the basic functions of the Criminal Justice computer software and its use in the field of law enforcement.

Lecture hours: 0

Lab/Clinic hours: 32

Course Fee:

Prior to Fall 2006 the course number was PL111U

CRJ120 Introduction to Corrections — 3 credits

This course will provide an introductory examination of corrections in the United States. The central theme of the course will be to critically analyze corrections as an integral part of the overall criminal justice system in America.

Lecture hours: 48

Lab/Clinic hours:

Course Fee:

Prior to Fall 2006 the course number was CJ108T

CRJ131 Criminal Law and Procedure — 3 credits

This course reviews the historical development of criminal law and its use by the criminal justice system. Emphasis is placed on evaluation of an offense, elements present, case preparation and the effects on the criminal justice system from initial contact to the conclusion of the trial process.

Lecture hours: 48

Lab/Clinic hours:

Prerequisite(s): CRJ100 Introduction to Criminal Justice

Course Fee:

Prior to Fall 2006 the course number was PL230U

CRJ132 Constitutional Law — 3 credits

This course examines the principles of Constitutional Law utilizing a case study from the United States Supreme Court decisions and examines the judicial legal process. Emphasis is on the nature of due process and the right of criminal defendants.

Lecture hours: 48

Lab/Clinic hours:

Prerequisite(s): CRJ131 Criminal Law and Procedure

Course Fee:

Prior to Fall 2006 the course number was PL201U

CRJ135 Criminal Evidence — 3 credits

Rules of evidence are essential to criminal justice system operations. This course will examine historical developments concerning evidence, types of evidence, witnesses, and the procedures used to regulate evidence.

Lecture hours: 48

Lab/Clinic hours:

Prerequisite(s): A minimum grade of C in CRJ100 Introduction to Criminal Justice.

Other Requirements: Enrollment limited to Police Science students.

Course Fee:

CRJ141 Criminal Investigation — 3 credits

This course examines the techniques and procedures used to investigate crimes.

Lecture hours: 48

Lab/Clinic hours:

Prerequisite(s): A minimum grade of C in CRJ100 Introduction to Criminal Justice.

Course Fee:

Prior to Fall 2006 the course number was PL232U

CRJ143 Police Operations — 3 credits

This course examines the operational aspects of policing to include patrol theories and methods, crime response, operational skills, and factors that influence police operations.

Lecture hours: 48

Lab/Clinic hours:

Prerequisite(s): A minimum grade of C in CRJ100 Introduction to Criminal Justice.

Course Fee:

CRJ151 Defensive Tactics — 2 credits

This course provides instruction on self defense and control techniques necessary for law enforcement. Emphasis is placed on physical fitness, officer safety, criminal and civil liability.

Lecture hours: 16

Lab/Clinic hours: 32

Prerequisite(s): A minimum grade of C in CRJ100 Introduction to Criminal Justice, CRJ237 Criminal and Constitutional Law, CRJ320 Criminal Justice Ethics, and CRJ285 Physical Conditioning for Public Services.

Other Requirements: Enrollment limited to Police Science students.

Course Fee: \$30.00

Prior to Fall 2006 the course number was PL214U

CRJ200 Criminology — 3 credits

This course explores theories of factors that influence criminal behavior, and analyzes criminal behavior in relationship to other social problems.

Lecture hours: 48

Lab/Clinic hours:

Course Fee:

Prior to Fall 2006 the course number was SO104T

CRJ201 Juvenile Delinquency — 3 credits

This course is an investigation of the social and legal definitions of juvenile delinquency and its causes. It also focuses on the administration of juvenile court, probation and parole, and assessment of present and potential prevention programs.

Lecture hours: 48

Lab/Clinic hours:

Course Fee:

Prior to Fall 2006 the course number was SO106T

CRJ212 Community-Oriented Policing — 3 credits

This course presents the belief that by working together the police and the community can make safer neighborhoods. Emphasis is on the need of those who are culturally, racially, or socio-economically different from the mainstream, the physically or mentally challenged, the elderly, young, and victims.

Lecture hours: 48

Lab/Clinic hours:

Prerequisite(s): CRJ110 Patrol Procedures

Course Fee:

Prior to Fall 2006 the course number was PL202U

CRJ216 Employment Strategies for Criminal Justice — 2 credits

This course prepares Police Science students for the steps involved in securing a position in law enforcement. It includes an introduction to the job search process, including the resume, cover letter, and job interview. The course also covers information unique to the law enforcement selection process.

Lecture hours: 32

Lab/Clinic hours:

Other Requirements: Enrollment limited to Police Science students.

Course Fee: \$85.00

Prior to Fall 2006 the course number was PL216U

CRJ233 Probation, Parole, Community-Based Corrections — 3 credits

This course examines probation and parole practices related to community-based corrections programs throughout the United States. Emphasis is placed on community-based programs for offenders, administration and legal issues of the programs, trends in probation, parole, and related community-based programs.

Lecture hours: 48

Lab/Clinic hours:

Prerequisite(s): CRJ100 Intro to Criminal Justice and CRJ120 Intro to Corrections

Course Fee:

Prior to Fall 2006 the course number was CJ220T

CRJ234 Traffic Law — 2 credits

This course provides in depth examination of the State of Iowa traffic laws, and how traffic code enforcement enhances public safety.

Lecture hours: 32

Lab/Clinic hours:

Prerequisite(s): A minimum grade of C in CRJ100 Introduction to Criminal Justice.

Course Fee:

CRJ237 Criminal and Constitutional Law — 3 credits

This course will review the historical development of constitutional law, the philosophy of law, and the current impact on law enforcement officials. The judicial process will be examined to better understand the societal and political influences that impact current day constitutional decisions. A review of the current constitutional protections afforded to an individual. The course will also provide an examination of the elements of common offenses and the procedural safeguards in the criminal process.

Lecture hours: 48

Lab/Clinic hours:

Course Fee:

CRJ242 Applied Criminalistics — 3 credits

This course concentrates on the pre-serving, photography, and collection of evidence. It also includes the management of a crime scene and the sketching of the scene.

Lecture hours: 32

Lab/Clinic hours: 32

Course Fee: \$30.00

Prior to Fall 2006 the course number was PL203U

CRJ244 Advanced Accident Investigation — 3 credits

This course covers the fundamentals of traffic investigation to include officer response, scene management, measurements, and report preparation.

Lecture hours: 48

Lab/Clinic hours:

Prerequisite(s): A minimum grade of C in CRJ100 Introduction to Criminal Justice.

Course Fee: \$50.00

Prior to Fall 2006 the course number was PL134U

CRJ252 Basic Firearms — 1 credits

This course covers the fundamentals of using a firearm with emphasis on safety, care, and proficient use of firearms to law enforcement standards.

Lecture hours: 32

Lab/Clinic hours:

Prerequisite(s): A minimum grade of C in CRJ100 Introduction to Criminal Justice.

Other Requirements: Enrollment limited to Police Science students.

Course Fee: \$555.00

Prior to Fall 2006 the course number was PL210U

CRJ254 Advanced Firearms — 1 credits

This course is an extension of Basic Firearms. Emphasis is placed on improving skills in the use of firearms and providing instruction and practice involving stress situations.

Lecture hours: 0
Lab/Clinic hours: 32

Prerequisite(s): A minimum grade of C in CRJ100 Introduction to Criminal Justice.

Other Requirements: Enrollment limited to Police Science students.

Course Fee: \$552.00

Prior to Fall 2006 the course number was PL240U

CRJ258 Ethical Issues in Criminal Justice — 2 credits

This course discusses ethical issues that arise in the criminal justice system. Specific attention is paid to the application of issues and theories that criminal justice officials deal with.

Lecture hours: 32
Lab/Clinic hours:

Prerequisite(s): CRJ100 Introduction to Criminal Justice and CRJ110 Patrol Procedures, or CRJ120 Introduction to Corrections, CRJ200 Criminology, and CRJ201 Juvenile Delinquency, and CRJ216 Employment Strategies for Criminal Justice.

Course Fee:

CRJ266 Report Writing and Testifying — 3 credits

Report writing and courtroom testimony skills are essential to detail officer activity and enable effective case prosecution. Report writing chronologically details officer investigative activity, and documents elements of a crime. Effective courtroom testimony is vital to the prosecution and resolution of civil and criminal cases.

Lecture hours: 48
Lab/Clinic hours:

Prerequisite(s): A minimum grade of C in ENG105 Composition I and CRJ100 Introduction to Criminal Justice.

Course Fee:

CRJ282 Crime Scene Investigation — 3 credits

This course involves the study of techniques and procedures used to investigate various crimes and crime scenes. The student will gain fundamental skills in photography, evidence preservation, collection, and processing; and scene measurement and documentation.

Lecture hours: 32
Lab/Clinic hours: 32

Prerequisite(s): A minimum grade of C in CRJ100 Introduction to Criminal Justice.

Course Fee:

CRJ285 Physical Conditioning for Public Services — 2 credits

This course prepares public safety personnel for the physical demands of public safety entrance testing and work demands.

Lecture hours: 16
Lab/Clinic hours: 32

Course Fee:

CRJ299 Current Issues in Criminal Justice — 2 credits

This is a capstone course examining the current issues in the criminal justice system.

Lecture hours: 32

Lab/Clinic hours:

Other Requirements: Program advisor consent.

Course Fee:

CRJ315 Crisis Intervention — 3 credits

This course uses a criminal justice perspective to examine the methods and techniques of crisis intervention, causative factors, typologies of those involved, and psycho-social factors of crisis situations. A certificate in Mental Health First Aid is included.

Lecture hours: 48

Lab/Clinic hours:

Prerequisite(s): A minimum grade of C in CRJ100 Introduction to Criminal Justice and CRJ237 Criminal and Constitutional Law.

Course Fee:

CRJ316 Juvenile Justice — 3 credits

This course examines the juvenile justice system from a practitioner perspective. It provides operational knowledge of how law enforcement, the courts, and correctional facilities navigate the juvenile offender.

Lecture hours: 48

Lab/Clinic hours:

Prerequisite(s): A minimum grade of C in CRJ100 Introduction to Criminal Justice.

Course Fee:

CRJ317 White Collar Crime — 3 credits

This course examines white collar crime as a social and criminal justice problem, the costs to society, explanations for behavior, and investigative techniques.

Lecture hours: 48

Lab/Clinic hours:

Prerequisite(s): A minimum grade of C in CRJ100 Introduction to Criminal Justice and a minimum grade of C in CRJ237 Criminal and Constitutional Law.

Course Fee:

CRJ318 Crime Analysis — 3 credits

This course enables the student to use intelligence and analytic data to identify and inform tactical, strategic, and administrative crime analysis functions.

Lecture hours: 48

Lab/Clinic hours:

Prerequisite(s): A minimum grade of C in CRJ100 Introduction to Criminal Justice

Course Fee:

CRJ320 Criminal Justice Ethics — 3 credits

An examination of ethical issues in the criminal justice system with an emphasis on reasoning and decision making for professional competence.

Lecture hours: 48

Lab/Clinic hours:

Course Fee:

CRJ322 Tactical Police Operations — 2 credits

This course challenges student skills and decision making within scenario based learning activities.

Lecture hours: 16

Lab/Clinic hours: 32

Prerequisite(s): A minimum grade of C in CRJ151 Defensive Tactics, CRJ254 Advanced Firearms, and EMS114 Emergency Medical Responder.

Course Fee:

CRJ928 Independent Study — 1 credits

This course provides opportunity for a student to focus previous course work and knowledge on a special issue as well as provide for individualized exploration of topics pertinent to the student's projected objectives within any recognized discipline. Students can earn 1-3 credits.

Lecture hours: 0

Lab/Clinic hours:

Other Requirements: Faculty consultation is required prior to registration for this course.

Course Fee:

CRJ941 Practicum — 4 credits

Student field experience in an appropriate criminal justice agency. Placement based on approval of faculty advisor, department chair, and host agency.

Lecture hours: 16

Lab/Clinic hours:

Co-op Hours: 192

Prerequisite(s): A minimum grade of D- in CRJ100 Introduction to Criminal Justice and CRJ244 Advanced Accident Investigation.

Course Fee: \$50.00

Prior to Fall 2006 the course number was PL208U

CRJ952 Internship — 2 credits

This course requires 128 hours of supervised placement with a law enforcement agency. Course eligibility requires criminal background check. Placement dependent on agency assessment of student fitness to meet hiring requirements. Instructor consent required.

Lecture hours: 0

Lab/Clinic hours:

Co-op Hours: 128

Prerequisite(s): A minimum grade of C in CRJ100 Introduction to Criminal Justice, CRJ135 Criminal Evidence, CRJ143 Police Operations, CRJ234 Traffic Law, CRJ237 Criminal and Constitutional Law, CRJ244 Advanced Accident Investigation, CRJ282 Crime Scene Investigation, EMS114 Emergency Medical Responder, and CRJ151 Defensive Tactics.

Other Requirements: Enrollment limited to Police Science students.

Course Fee:

CRJ955 Field Observation — 3 credits

Student field experience in an appropriate correctional agency. Placement based on approval of faculty advisor and host agency.

Lecture hours: 16

Lab/Clinic hours:

Co-op Hours: 128

Prerequisite(s): CRJ100 Intro to Criminal Justice and CRJ120 Intro to Corrections

Other Requirements: Enrollment is restricted to second year Police Science students who have a minimum 2.00 cumulative GPA and have successfully completed advisor approved courses.

Course Fee:

Prior to Fall 2006 the course number was CJ219T

CRR306 Introduction to Collision Repair — 6 credits

In this course students receive training on the proper handling of hazardous waste and EPA issues together with technical information about specific auto body safety and health situations. Specific training is provided in tools/equipment usage, parts assembly, filler application, and straightening techniques. Students will also receive training in auto body welding.

Lecture hours: 48

Lab/Clinic hours: 144

Course Fee: \$115.00

Prior to Fall 2006 the course number was AR140U

CRR331 Basic Collision Procedures — 6 credits

This course covers specific collision tool and equipment usage, panel repair and alignment, sheet metal pulling and stress relieving, mobile glass servicing, trim removal and replacement, and basic collision repair techniques. Performance tasks will require students to work in actual production style situations. Projects will include straightening collision damage and filler application, utilizing corrosion resistant undercoat/primer.

Lecture hours: 48

Lab/Clinic hours: 144

Prerequisite(s): CRR306 Introduction to Collision Repair

Course Fee: \$95.00

Prior to Fall 2006 the course number was AR142U

CRR510 Collision Production Technology — 7 credits

In this course students will receive information and training in common collision repair procedures performed by production collision centers. Specific training is provided in straightening procedures for light and heavy collision damage, specialized tools and equipment, and air conditioning systems relating to collision damage.

Lecture hours: 64

Lab/Clinic hours: 144

Prerequisite(s): CRR876 Refinishing Production

Course Fee: \$105.00

Prior to Fall 2006 the course number was AR208U

CRR657 Advanced Collision Repair — 7 credits

In this course students will receive hands on experience involving high production practices used by industry collision repair technicians. Students will receive training in collision related suspension and steering systems. Additional training will be received in drive train repairs, wheel alignment, brakes, and other vehicle collision related repairs, tools, and equipment.

Lecture hours: 64

Lab/Clinic hours: 144

Prerequisite(s): CRR510 Collision Production Technology

Course Fee: \$109.00

Prior to Fall 2006 the course number was AR222U

CRR806 Introduction to Refinishing — 6 credits

Students receive training in use of sanding abrasives, refinishing products, tools and equipment, masking procedures, corrosion protection, and paint preparations. A thorough understanding of personal health and safety issues is also obtained.

Lecture hours: 48

Lab/Clinic hours: 144

Course Fee: \$180.00

Prior to Fall 2006 the course number was AR110U

CRR836 Refinishing II — 6 credits

Fundamentals of spraying automotive paints are provided in this course together with the uses and application of various types of top coat systems and color mixing/matching using computers.

Lecture hours: 48

Lab/Clinic hours: 144

Prerequisite(s): CRR806 Introduction to Refinishing

Course Fee: \$165.00

Prior to Fall 2006 the course number was AR112U

CRR876 Refinishing Production — 6 credits

This course provides instructional experiences in heavy collision repairs and techniques, collision estimating, and skill development in major auto body repair techniques.

Lecture hours: 48

Lab/Clinic hours: 144

Prerequisite(s): CRR331 Basic Collision Procedures and CRR836 Refinishing II

Course Fee: \$165.00

Prior to Fall 2006 the course number was AR204U

CRR877 Refinishing Applications — 7 credits

This course provides training in paint repair procedures used to match and blend partial or full panel refinish repairs. Students will be exposed to various procedures used in refinishing systems. Students will also receive training in basic electrical fundamentals and basic air bag systems as they apply to collision and refinishing repairs.

Lecture hours: 64

Lab/Clinic hours: 144

Prerequisite(s): CRR876 Refinishing Production

Course Fee: \$200.00

Prior to Fall 2006 the course number was AR206U

CRR881 Refinishing Production Technology — 7 credits

In this course students will receive hands on experience involving high production practices used by industry technicians. Students will be exposed to time management performance tasks involved in numerous areas of refinishing. Skill levels will be enhanced for various refinish tasks such as paint preparation, masking procedures, blending, and overall refinishing.

Lecture hours: 64

Lab/Clinic hours: 144

Prerequisite(s): CRR877 Refinishing Applications

Course Fee: \$170.00

Prior to Fall 2006 the course number was AR220U

CSC110 Introduction to Computers — 3 credits

An introductory course in electronic information processing and information system management designed to provide the students with a general understanding of computer hardware and software and the facility to use this knowledge in the creation and management of useful information. Students will be given hands-on experience with operating system, word processing, database management, presentation and spreadsheet software. Exposure to and use of the Internet, including security and privacy concerns, is an integral part of the course. Basic computer literacy is expected for students entering this course.

Lecture hours: 48

Lab/Clinic hours:

Prerequisite(s): The ability to enter data using a computer keyboard at a rate of no less than 15 words per minute on a three-minute timing.

A minimum grade of 'C' in RDG039 College Preparatory Reading II or appropriate Compass score.

Other Requirements: The ability to enter data using a computer keyboard at a rate of no less than 15 words per minute on a three-minute timing.

Course Fee:

Prior to Fall 2006 the course number was CL110T

DEA103 Orientation to Dental Assisting — 2 credits

This course introduces students to dentistry, certification, dental terminology, and legal and ethical aspects of dental practice. Concepts and procedures of preventive dentistry and oral health education are also included.

Lecture hours: 32

Lab/Clinic hours:

Course Fee:

Prior to Fall 2006 the course number was DA106U

DEA258 Dental Anatomy — 4 credits

This course presents oral and dental structures, head and neck anatomy, oral embryology and histology, and the relationship of oral and dental anatomy to dental procedures and treatment. Also included is a study of basic microbiology, disease transmission, and the relationship of disease processes.

Lecture hours: 64

Lab/Clinic hours:

Course Fee:

Prior to Fall 2006 the course number was DA102U

DEA263 Dental Science II — 2 credits

This course provides students with basic understanding of biomedical and dental sciences including: Oral pathology and disease processes, pharmacology and therapeutics, emergency treatment, oral hygiene, and nutrition and dietary considerations for dental patients.

Lecture hours: 32

Lab/Clinic hours:

Prerequisite(s): BIO158 Basic Anatomy and Physiology, BIO160 Basic Anatomy and Physiology Lab, DEA103 Orientation to Dental Assisting

Course Fee:

Prior to Fall 2006 the course number was DA130U

DEA302 Dental Radiography — 3 credits

This course covers the principles, properties, techniques and protective procedures involved with exposure of dental radiographs. Primary emphasis is on the development of skill proficiency in techniques of intraoral and extraoral dental radiography.

Lecture hours: 32

Lab/Clinic hours: 32

Course Fee: \$90.00

Prior to Fall 2006 the course number was DA104U

DEA412 Dental Materials I — 3 credits

This course provides information related to various dental materials, their composition, classification, manipulation, preparation, and usage. Emphasis is given to materials commonly used in the practice of general dentistry.

Lecture hours: 32

Lab/Clinic hours: 32

Course Fee:

Prior to Fall 2006 the course number was DA103U

DEA417 Dental Materials II — 2 credits

This course is a study of restorative materials; specifically gold, porcelain, denture resin, and other metals and their usage in dentistry. Additional laboratory procedures commonly performed in dental offices are also included.

Lecture hours: 16

Lab/Clinic hours: 32

Prerequisite(s): DEA412 Dental Materials I

Course Fee:

Prior to Fall 2006 the course number was DA133U

DEA513 Chairside Assisting I — 4 credits

This course is a study of basic operative and chairside assisting procedures; dental equipment, its function and maintenance; dental armamentarium, instrumentation, procedural tray setups, charting, development of clinical records, and patient screening procedures.

Lecture hours: 32

Lab/Clinic hours: 64

Course Fee: \$75.00

Prior to Fall 2006 the course number was DA101U

DEA514 Chairside Assisting II — 2 credits

This course presents instruction in additional chairside assisting procedures including intraoral functions that are legally delegable to dental assistants in Iowa. All procedures are taught to the level of laboratory competence, and some procedures are taught to clinical competency levels. A study of patient behavior and considerations for special patients is also included.

Lecture hours: 16

Lab/Clinic hours: 32

Prerequisite(s): DEA513 Chairside Assisting I

Course Fee:

Prior to Fall 2006 the course number was DA131U

DEA556 Assisting Clinic I — 4 credits

This course provides students with selected clinical experiences in those basic chairside dental assisting procedures commonly performed in a general dental office. Facilities used will be primarily the school dental clinic and private dental offices. Students will assist dentists in accomplishing necessary dental procedures for patients while rotating through the clinical areas to obtain maximum clinical exposures and experiences. All clinical procedures are performed with supervision of participating dentists and instructors.

Lecture hours: 0

Lab/Clinic hours: 96

Other Requirements: A minimum grade of C in all Dental Assisting Semester I courses and/or departmental approval. Current CPR and Health Sciences Department Exposure Control Program, OSHA training, and HIPAA training.

Course Fee:

Prior to Fall 2006 the course number was DA135U

DEA577 Dental Assisting Clinic II — 4 credits

Application of knowledge and skill as students rotate through dental offices. General and specialty practices are included in rotations.

Lecture hours: 0

Lab/Clinic hours:

Co-op Hours: 256

Prerequisite(s): A minimum grade of C for all first and second semester courses in Dental Assisting and/or department approval; current CPR and Health Sciences Department Exposure Control Program.

Co-requisite(s): DEA591 Dental Assisting Seminar

Course Fee:

DEA591 Dental Assisting Seminar — 1 credits

Discussion and problem-solving from clinical practice. Provides an awareness of types of office situations and discussion of clinical aspects of dental assisting and dentistry. Oral reports and weekly evaluations are required.

Lecture hours: 16

Lab/Clinic hours:

Prerequisite(s): A minimum grade of C in all Dental Assisting program courses.

Co-requisite(s): DEA577 Dental Assisting Clinic II

Course Fee:

DEA603 Dental Specialties — 2 credits

This course provides students with knowledge and understanding of dental procedures in the specialties of Endodontics, Oral Surgery, Prosthodontics, Pediatric Dentistry, Orthodontics, and Periodontics. Students are introduced to assisting responsibilities, instrumentation, and procedures of each of these specialties. Dental Public Health and Oral Pathology, as dental specialties, will also be included.

Lecture hours: 32

Lab/Clinic hours:

Course Fee:

Prior to Fall 2006 the course number was DA136U

DEA702 Dental Office Procedures — 2 credits

This course is a study of basic responsibilities of dental office receptionists. Procedures included in the course are: management of patient records, filing, completion of insurance claim forms, basic bookkeeping, banking, appointment control, recall management, inventory control, credit and collection, and employer records management. Instruction is provided in computer applications relating to these office management procedures. Also included in this course is a study of office design and office management concepts.

Lecture hours: 32

Lab/Clinic hours:

Course Fee:

Prior to Fall 2006 the course number was DA134U

DHY115 Head and Neck Anatomy for Dental Hygienist — 2 credits

This course familiarizes the student with the anatomy of the head and neck, oral structures. Knowledge of the anatomy of the head and neck and oral structures is an essential prerequisite of such courses as clinical dental hygiene.

Lecture hours: 32

Lab/Clinic hours:

Other Requirements: Admission to Dental Hygiene program.

Course Fee:

DHY116 Tooth Morphology — 1 credits

This course will teach the anatomy and structure of each individual tooth crown and root. Permanent and primary dentitions will be studied with emphasis on identification, numbering systems, function, and application of instrumentation skills to each tooth surface.

Lecture hours: 16

Lab/Clinic hours:

Other Requirements: Admission to Dental Hygiene program.

Course Fee: \$80.00

DHY121 Oral Histology and Embryology — 2 credits

This course presents the anatomy of the tooth and its surrounding tissues on a microscopic level. The formation of the face before birth is studied and is followed by an examination of each part of the tooth and its surrounding structures during formation, eruption and function of both the primary and permanent dentitions.

Lecture hours: 32

Lab/Clinic hours:

Other Requirements: Admission to the Dental Hygiene program.

Course Fee:

Prior to Fall 2006 the course number was DH118U

DHY131 Pharmacology — 2 credits

This course will provide the student with an academic background in the area of pharmacology with relation to the drugs used in the dental practice. The metric system, terminology, drugs and their specific reactions will be presented.

Lecture hours: 32

Lab/Clinic hours:

Prerequisite(s): CHM132 Introduction to Organic and Biochemistry and BIO159 Fundamentals of Anatomy & Physiology

Course Fee:

Prior to Fall 2006 the course number was DH211U

DHY141 General and Oral Pathology — 3 credits

This lecture course addresses concepts of both General and Oral Pathology. General Pathology content provides information regarding human disease and reviews major diseases of the human body, discussed by system. Oral Pathology content emphasizes pathological conditions of the head, neck and oral structures and relates this information to the Dental Hygiene Model.

Lecture hours: 48

Lab/Clinic hours:

Prerequisite(s): DHY121 Oral Histology & Embryology

Course Fee:

Prior to Fall 2006 the course number was DH128U

DHY162 Oral Radiology — 2 credits

Oral Radiology teaches the basic techniques of exposure of common types of dental radiographs, film processing procedures, setup and care of the darkroom, science of the x-ray beam, and operation of standard and panoramic x-ray equipment. Lifelike manikins for student practice are utilized and emphasis is placed on radiation safety procedures for both patient and operator.

Lecture hours: 16

Lab/Clinic hours: 48

Other Requirements: Admission to the Dental Hygiene program.

Course Fee: \$535.00

Prior to Fall 2006 the course number was DH117U

DHY175 Fundamentals of Clinical Dental Hygiene — 6 credits

This course serves as a foundation to Clinical Dental Hygiene II, III, and IV. The student will learn the skills of dental hygiene practice and client management through simulated clinical situations as well as in lecture/discussion sessions.

Lecture hours: 48

Lab/Clinic hours: 96

Other Requirements: Admission to the dental hygiene program.

Course Fee: \$2,075.00

Prior to Fall 2006 the course number was DH116U

DHY187 Clinical Dental Hygiene II — 3 credits

This course is the first of three in a sequence that provides clinical experience. The student applies the Dental Hygiene Process of Care while working with actual clinic clients. The emphasis of this course is to achieve competency in basic assessment and preventative dental hygiene treatment skills.

Lecture hours: 0

Lab/Clinic hours: 144

Prerequisite(s): A minimum grade of 'C' in DHY175 Fundamentals of Clinical Dental Hygiene

A minimum grade of 'C' in DHY162 Oral Radiology

Co-requisite(s): DHY188 Clinical D H II Seminar

Course Fee: \$235.00

DHY188 Clinical Dental Hygiene II Seminar — 1 credits

Dental Hygiene Practicum II complements Clinical Dental Hygiene II by supplying the theory behind the Dental Hygiene Process of Care. This course also introduces the theory behind basic procedures needed to provide comprehensive dental hygiene care.

Lecture hours: 16

Lab/Clinic hours:

Prerequisite(s): A minimum grade of C in DHY162 Oral Radiology and DHY175 Fundamentals of Clinical Dental Hygiene.

Co-requisite(s): DHY187 Clinical Dental Hygiene II

Course Fee:

DHY210 Introduction to Periodontology — 1 credits

This course will provide first year students the basic concepts and fundamentals of periodontal health and disease. The student will be able to relate this knowledge to the clinical setting.

Lecture hours: 16

Lab/Clinic hours:

Prerequisite(s): A minimum grade of C in DHY121 Oral Histology & Embryology.

Co-requisite(s): A minimum grade of C in DHY141 General and Oral Pathology.

Course Fee:

DHY211 Periodontology — 2 credits

An in-depth study of the healthy and diseased periodontium is covered in this course. The student will be able to relate this knowledge to the clinical setting.

Lecture hours: 32

Lab/Clinic hours:

Prerequisite(s): DHY141 General and Oral Pathology BIO159 Fundamentals of Anatomy & Physiology

Course Fee:

Prior to Fall 2006 the course number was DH217U

DHY222 Biomaterials for the Dental Hygienist — 3 credits

This course introduces the dental hygiene student to the materials commonly employed in the practice of

dentistry and, in particular, to those materials utilized by the dental hygienist. Through lecture sessions the makeup and properties of the various materials such as plaster and stone, impression material, amalgam, and cements are presented as well as their relationship to one another. Through laboratory experience the student learns techniques in preparation, mixing, handling, and storage of these materials.

Lecture hours: 32

Lab/Clinic hours: 32

Prerequisite(s): CHM122 Introduction to General Chemistry

Course Fee:

Prior to Fall 2006 the course number was DH120U

DHY240 Ethics and Jurisprudence — 1 credits

This course presents background on the theory, philosophy, and ethics for dental hygiene and the profession. Legal aspects of practice are presented as well as aspects of entry into practice and job seeking skills.

Lecture hours: 16

Lab/Clinic hours:

Prerequisite(s): A minimum grade of 'C' in DHY175 Fundamentals of Clinical Dental Hygiene

Course Fee:

Prior to Fall 2006 the course number was DH224U

DHY254 Community Oral Health I — 2 credits

The purpose of this two-course series is to provide the student with a background in the development and functions of federal, state, and local health systems and to prepare the student to participate in community health activities.

Lecture hours: 32

Lab/Clinic hours:

Prerequisite(s): DHY185 Clinical Dental Hygiene II, DHY260 Oral Health Education, SOC110 Introduction to Sociology

Course Fee:

Prior to Fall 2006 the course number was DH213U

DHY255 Community Oral Health II — 2 credits

This is a continuation of DHY254 Community Oral Health I.

Lecture hours: 32

Lab/Clinic hours: 0

Prerequisite(s): A minimum grade of c in DHY254 Community Oral Health I.

Course Fee:

Prior to Fall 2006 the course number was DH223U

DHY260 Oral Health Education — 2 credits

This course provides the fundamental concepts of growth and development and an in depth analysis of the components of the learning principles. The student will have the opportunity to explore the collaborative model for effective communication between the client and the clinician. The course will also place emphasis on the case based study of clients with special needs.

Lecture hours: 32

Lab/Clinic hours:

Prerequisite(s): DHY175 Fundamentals of Clinical Dental Hygiene

Course Fee:

Prior to Fall 2006 the course number was DH130U

DHY271 Pain Control — 2 credits

This course provides the knowledge and skills necessary for the student to perform pain control techniques competently. The course will discuss both the content needed to perform local anesthesia and to perform nitrous oxide/oxygen administration and monitoring.

Lecture hours: 32

Lab/Clinic hours:

Prerequisite(s): DHY113 Dental Hygiene Anatomical Sciences, DHY185 Clinical Dental Hygiene II

Course Fee:

Prior to Fall 2006 the course number was DH215U

DHY272 Interdisciplinary Health Care — 2 credits

This course will use specialists in the varied health fields to make the student aware of the interrelationships between these specialties and dental hygiene. Additionally, the course promotes an understanding of the potential dental hygiene practice settings through observations made in rotation in the community.

Lecture hours: 16

Lab/Clinic hours: 32

Prerequisite(s): A minimum grade of C in DHY254 Community Oral Health I and DHY297 Clinical Dental Hygiene III.

Course Fee:

Prior to Fall 2006 the course number was DH230U

DHY297 Clinical Dental Hygiene III — 4 credits

This course enables the students to provide comprehensive dental hygiene care to meet the total oral health needs of each client, including referrals for treatment. Students will progressively increase their clinical abilities toward levels of proficiency required for entry level as measured by fulfillment of the clinic competencies for the semester.

Lecture hours: 0

Lab/Clinic hours: 192

Prerequisite(s): A minimum grade of C in DHY187 Clinical Dental Hygiene II and DHY188 Clinical Dental Hygiene II Seminar.

Co-requisite(s): DHY211 Periodontology and DHY298 Clinical Dental Hygiene III Seminar

Course Fee:

DHY298 Clinical Dental Hygiene III Seminar — 2 credits

This course will introduce adjunctive dental hygiene procedures/techniques and disease control theory along with research methodology. The course also expands on instrumentation techniques, case-based problem solving and radiographic interpretation.

Lecture hours: 16

Lab/Clinic hours: 32

Prerequisite(s): A minimum grade of C in DHY187 Clinical Dental Hygiene II and DHY188 Clinical Dental Hygiene II Seminar.

Co-requisite(s): DHY297 Clinical Dental Hygiene III and DHY271 Pain Control

Course Fee:

DHY307 Clinical Dental Hygiene IV — 4 credits

This course is the final preparation for the students in clinical practice. When the course is completed, the student will have the proficiency and skill to maintain the ideals of the dental hygiene profession.

Lecture hours: 0

Lab/Clinic hours: 192

Prerequisite(s): A minimum grade of C in DHY271 Pain Control, DHY297 Clinical Dental Hygiene III, and DHY298 Clinical Dental Hygiene III Seminar .

Course Fee: \$1,765.00

DHY308 Clinical Dental Hygiene IV Seminar — 1 credits

This course is intended to incorporate lecture and clinical practicum time. It will allow for more demonstration, mentoring, remediation, critiques and methodology for the students as they prepare for dental hygiene licensure.

Lecture hours: 16

Lab/Clinic hours:

Prerequisite(s): A minimum grade of C in DHY271 Pain Control, DHY297 Clinical Dental Hygiene III, and DHY298 Clinical Dental Hygiene III Seminar.

Co-requisite(s): DHY307 Clinical Dental Hygiene IV

Course Fee: \$2,465.00

DRA107 Theatrical Arts and Society — 3 credits

This course introduces students to a literary appreciation of drama throughout history. Emphasis will be on reading, discussing, and evaluating various plays representative of their era and genre along with discussion of live theatre, film and television performances, and how these kinds of dramatic narratives interrelate with societies of the past and present.

Lecture hours: 48

Lab/Clinic hours:

Course Fee:

Prior to Fall 2006 the course number was LR105T

DRA110 Introduction to Film — 3 credits

This is an introductory course-exploring cinema as art with an overview of film-making techniques. Emphasis is on watching movies and clips selected based on their demonstration of various techniques, artistic excellence, and genre. Narrative, documentary, experimental, and art films, including international films, will be viewed and analyzed.

Lecture hours: 48

Lab/Clinic hours:

Course Fee:

Prior to Fall 2006 the course number was FA108T

DRF113 Fundamentals of Technical Drafting — 3 credits

This course introduces the student to the drafting environment and includes basic knowledge and fundamental skills of manual drafting. Special emphasis is placed on reproducible line quality, lettering, geometric constructions, and layout techniques.

Lecture hours: 16

Lab/Clinic hours: 64

Course Fee: \$188.00

Prior to Fall 2006 the course number was IT103U

DSL312 Fundamentals of Diesel Engines, Transmissions and Differentials — 12 credits

Students are introduced to diesel engine application, design, construction, theory and operating principles of diesel engines, transmissions and differentials. This course also covers diagnosis, disassembly, and assembly of diesel engines, transmission and differentials.

Lecture hours: 80

Lab/Clinic hours: 224

Course Fee:

Prior to Fall 2006 the course number was GT206U

DSL377 Diesel Engine Rebuild — 7 credits

Students are introduced to diesel engine application, design, construction, theory, and operating principles. This course also covers diagnosis, disassembly, and assembly of diesel engines.

Lecture hours: 80

Lab/Clinic hours: 96

Course Fee:

Prior to Fall 2006 the course number was PT134U

DSL447 Diesel Fuel Systems — 7 credits

This course focuses on diagnosis, theory, and repair of mechanical and electronic fuel systems used in transportation, agriculture, and construction equipment.

Lecture hours: 80

Lab/Clinic hours: 96

Course Fee:

Prior to Fall 2006 the course number was PT133U

DSL807 Diesel Truck Equipment Repair — 7 credits

This course is designed to give students the opportunity to apply competencies previously achieved to repair and service projects. Also included is theory and operation, diagnosis, and repair of heating and air conditioning systems. Instruction will also cover use of computers for maintenance scheduling.

Lecture hours: 80

Lab/Clinic hours: 96

Prerequisite(s): AGM107 Gas Engine Rebuild, AGM113 Hydraulics I, AGM104 Electricity, DSL447 Diesel Fuel Systems, DSL377 Diesel Engine Rebuild, AGM327 Equipment Maintenance, AGM333 Electronics, AGM224 Hydraulics II

Course Fee:

Prior to Fall 2006 the course number was DI231U

ECE103 Introduction to Early Childhood Education — 3 credits

Gives students a historical and philosophical foundation of the field of early childhood education. Includes an overview of assessment and trends that influence best practices. Explores careers in the field. Addresses influences of families and diversity.

Lecture hours: 48

Lab/Clinic hours:

Course Fee:

ECE120 Communication with Families — 2 credits

This course is designed to give students a basic understanding of good working relationships with educators, families, and community resources. The value of this relationship to all parties involved is examined.

Lecture hours: 32

Lab/Clinic hours:

Prerequisite(s): ECE146 Curriculum: Three Through Five Years, ECE145 Curriculum, Environment and Teaching Materials

Course Fee:

Prior to Fall 2006 the course number was CD234U

ECE122 Parenting Relationships — 2 credits

This course is an introduction to the general subject matter of family relations. Students will study family systems and parenting in a changing society.

Lecture hours: 32

Lab/Clinic hours:

Course Fee:

Prior to Fall 2006 the course number was CD130U

ECE125 School Age Care — 2 credits

This course focuses on the unique care necessary for school-age children. Criteria for organizing a positive physical environment coupled with state licensing regulations, center policies, and interactions with families are examined. Students will look at the needs of school-age children and explore methods of addressing these needs in a group care setting.

Lecture hours: 32

Lab/Clinic hours:

Course Fee:

Prior to Fall 2006 the course number was CD135U

ECE133 Child Health, Safety and Nutrition — 3 credits

Focuses on current concepts in the fields of health, safety and nutrition and their relationship to the growth and development of the young child ages birth to eight. Blends current theory with practical applications and assessments. Includes the influences of families and diversity on health, safety, and nutrition in early childhood settings.

Lecture hours: 48

Lab/Clinic hours:

Course Fee: \$70.00

Prior to Fall 2006 the course number was CD104U

ECE158 Early Childhood Curriculum I — 3 credits

Focuses on the development, implementation and assessment of appropriate environments and curricula for young children ages three through eight. Students prepare to utilize developmentally appropriate practices in a context of family and culturally sensitive care. Emphasis is on understanding children's development stages and developing appropriate learning opportunities, interactions and environments in the following areas: dramatic play, art, music, fine and gross motor play.

Lecture hours: 48

Lab/Clinic hours:

Course Fee:

ECE159 Early Childhood Curriculum II — 3 credits

Focuses on the development, implementation and assessment of appropriate environments and curricula for young children ages three through eight. Students prepare to utilize developmentally appropriate practices in a context of family and culturally sensitive care. Emphasis is on understanding children's development stages and developing appropriate learning opportunities, interactions and environments in the following areas: emergent literacy, math, science, technology and social studies.

Lecture hours: 48

Lab/Clinic hours:

Course Fee:

ECE170 Child Growth and Development — 3 credits

Reviews typical and atypical development of children from conception to adolescence in all developmental domains. Presents interactions between child, family and society within a variety of community and cultural contexts. Examines theories associated with our understanding of children.

Lecture hours: 48

Lab/Clinic hours:

Course Fee:

ECE221 Infant/Toddler Care and Education — 3 credits

This course focuses on care, education, and assessment of children from birth to thirty-six months. The course prepares students to utilize developmentally appropriate practices including responsive care giving, routines as curriculum, importance of relationships with diverse families, and a focus on the whole child in inclusive settings.

Lecture hours: 48

Lab/Clinic hours:

Course Fee:

Prior to Fall 2006 the course number was CD131U

ECE243 Early Childhood Guidance — 3 credits

Lecture hours: 0

Lab/Clinic hours:

Course Fee:

ECE250 Advanced Curriculum Planning — 3 credits

This course acquaints students with center environment planning and evaluation. It addresses the role of the teacher as well as program evaluation for early childhood centers. Students also look at community resources for expanding the center environment.

Lecture hours: 48

Lab/Clinic hours:

Prerequisite(s): ECE 158 Early Childhood Curriculum I , ECE 159 Early Childhood Curriculum II

Course Fee:

Prior to Fall 2006 the course number was CD203U

ECE260 Current Topics and Issues in Child Care — 2 credits

National, state and local topics and issues impacting childcare are examined.

Lecture hours: 32

Lab/Clinic hours:

Course Fee:

Prior to Fall 2006 the course number was CD233U

ECE274 Field Experience I — 2 credits

Students participate in a practicum in a licensed childcare center for children 6-weeks through 5-years old. The practicum provides students experience working directly with children in a supervised setting. Students will gain knowledge of child guidance and group management techniques and will have controlled teaching opportunities.

Lecture hours: 16

Lab/Clinic hours:

Co-op Hours: 64

Prerequisite(s): ECE146 Curriculum: Three Through Five Years

Course Fee:

Prior to Fall 2006 the course number was CD141U

ECE284 Field Experience II — 2 credits

The field experience provides on-the-job training, practical application of knowledge gained in the classroom, documenting observations of children, and an opportunity to participate with a child care team involved with children ages 3 through 5.

Lecture hours: 0

Lab/Clinic hours: 128

Prerequisite(s): ECE158 Early Childhood Curriculum I and ECE159 Early Childhood Curriculum II

Course Fee:

ECE285 Exceptional Child — 2 credits

Students are introduced to areas of special needs which may be present in children within their care, support services that are available, and how to obtain and provide special assistance for these children.

Lecture hours: 32

Lab/Clinic hours:

Course Fee:

Prior to Fall 2006 the course number was CD204U

ECE290 Early Childhood Program Administration — 3 credits

Skills in planning, implementing, and evaluating programming are introduced. Staff supervision and evaluation, in-service training and orientation, and harmonious working relationships, are other topics included in this course.

Lecture hours: 48

Lab/Clinic hours:

Prerequisite(s): ECE146 Curriculum: Three Through Five Years, ECE145 Curriculum, Environment and Teaching Materials

Course Fee:

Prior to Fall 2006 the course number was CD232U

ECE298 Child Development Career Strategies — 2 credits

This course prepares students for becoming an employee and employer in child care settings. It includes the strategies involved in seeking and securing a position in child care along with recruiting and employing a child care worker. Included for the job seeker will be an introduction to the job search process, including resume writing, developing cover letters, and the interview process. Included for the employer will be recruitment procedures, laws governing the hiring of child care employees, screening of applicants, and conducting and evaluating interviews.

Lecture hours: 32

Lab/Clinic hours:

Other Requirements: Must be enrolled in the Early Childhood Education program.

Course Fee:

Prior to Fall 2006 the course number was CD236U

ECE944 Field Experience Seminar I — 1 credits

Field Experience Seminar 1 provides support for the systemic refinement of skills necessary for a successful experience in the field. Professional relationships and behaviors, appropriate adult/child interactions, curriculum planning, and experiences in the field will be emphasized.

Lecture hours: 16

Lab/Clinic hours:

Course Fee:

ECE945 Field Experience Seminar II — 1 credits

Field Experience II Seminar provides support for the systematic refinement of the skills necessary for a successful Field Experience II experience through receiving feedback on assignments and engaging in discussions of relevant topics with instructors and peers.

Lecture hours: 16

Lab/Clinic hours:

Course Fee:

ECN110 Introduction to Economics — 3 credits

This is a one-semester survey course covering basic economic issues and applications. The course includes such topics as supply, demand, pricing and production decisions by firms, consumer decision making, national income and output determination, unemployment and inflation, Classical and Keynesian theories, money and banking, and fiscal and monetary policies. International issues will also be discussed. No credit given if credit earned in ECN-120 Principles of Macroeconomics or ECN-130 Principles of Microeconomics.

Lecture hours: 48

Lab/Clinic hours:

Course Fee:

Prior to Fall 2006 the course number was EC100T

ECN120 Principles of Macroeconomics — 3 credits

Principles of supply and demand and the price mechanism will be presented. Descriptions and interactions of the consumer, business, government, and international sectors will be studied as well as their effects on output, employment, and growth in the economy. The course includes a study of the banking system and monetary policy, fiscal policy, economic growth, differing macroeconomic viewpoints, and international issues.

Lecture hours: 48

Lab/Clinic hours:

Prerequisite(s): A minimum grade of 'D-' in MAT063 Elementary Algebra or appropriate Math placement score.

Course Fee:

Prior to Fall 2006 the course number was EC101T

ECN130 Principles of Microeconomics — 3 credits

Principles of supply and demand, elasticity, and pricing will be studied. The course includes such topics as resource allocation of firms, pricing and output decisions in different market structures, and consumer choice theory. International issues and the world economy will be integrated into the course.

Lecture hours: 48

Lab/Clinic hours:

Prerequisite(s): A minimum grade of 'D-' in MAT063 Elementary Algebra or appropriate Math placement score.

Course Fee:

Prior to Fall 2006 the course number was EC102T

EDU214 Exploring PK-12 Education — 2 credits

This course is designed to give students the opportunity to gain insight into the teaching profession and examine what it means to be a PK-12 teacher. Students will critically evaluate teaching as their chosen or possible profession. An overview of the skills and knowledge they will need to be successful professionals will be investigated. Current and future trends in public education will be examined.

Lecture hours: 32

Lab/Clinic hours:

Course Fee:

EDU216 Introduction to Teaching — 3 credits

This course is designed to help students become aware of the foundations of teaching, understand the realities of teaching, and gain insight into the process of teaching. It is provided for students who may be undecided about teaching. The course will investigate the tools and information necessary to make a rational and thoughtful choice about pursuing the teaching profession.

Lecture hours: 48

Lab/Clinic hours:

Course Fee:

Prior to Fall 2006 the course number was ED101T

EDU223 Multicultural Education — 3 credits

This course introduces conceptual, theoretical, and philosophical issues in Multicultural Education (MCE). Students learn instructional strategies for making their future multicultural classrooms into effective learning communities that are collaborative, inclusive, developmentally appropriate, and globally oriented.

Lecture hours: 48

Lab/Clinic hours:

Course Fee:

Prior to Fall 2006 the course number was ED235T

EDU235 Children's Literature — 3 credits

This course is designed to present the dynamics of children's literature. It promotes the selection and evaluation of literature for children as well as how to engage young readers in a variety of literary genres. The course will emphasize literature as a key element of the reading curriculum, grades Preschool-8 and beyond. The course will be relevant to those interested in education and literacy.

Lecture hours: 48

Lab/Clinic hours:

Course Fee:

Prior to Fall 2006 the course number was ED103T

EDU240 Educational Psychology — 3 credits

The study of learning as it relates to cognitive, affective, and psychomotor processes; personal, social and moral development; abilities and exceptionality and motivation, measurement and classroom management.

Lecture hours: 48

Lab/Clinic hours:

Prerequisite(s): PSY111 Introduction to Psychology and PSY121 Developmental Psychology

Co-requisite(s): EDU920 Field Experience

Course Fee:

Prior to Fall 2006 the course number was ED205T

EDU246 Including Diverse Learners — 3 credits

Students are introduced to the issues and practices regarding the inclusion of diverse student populations in general education settings. The needs of all students including general education, special education, and gifted will be emphasized. Strategies for adapting curriculum and the classroom will be examined. Support services that are available to teachers and students will be explored.

Lecture hours: 48

Lab/Clinic hours:

Course Fee:

EDU255 Technology in the Classroom — 3 credits

This is a basic course in the planning and practical use of technology resources to enhance and extend the learning process in the face to face classroom, hybrid, and online learning. Students will be exposed to various ways of thinking about educational media and its applications in the classroom. The course is designed to provide the student with experiences that will enable them to select, arrange, utilize, and produce a variety of resources to enhance student learning through their creation of a Thematic Unit.

Lecture hours: 48

Lab/Clinic hours:

Prerequisite(s): EDU240 Educational Psychology or EDU235 Children's Literature

Course Fee:

EDU800 Exploring Math and Science Teaching — 1 credits

Exploring Math & Science Teaching gives the student a chance to hear from effective, successful teachers of math and science on a weekly basis. With assistance from a cooperating K-12 teacher, the student will experience an opportunity to conduct a lesson in an authentic math or science classroom in elementary

settings. This class provides an opportunity to sample the world of teaching math or science. Tuition for this one credit course is refunded upon successful completion of the class through the Iowa Math And Science Education Partnership.

Lecture hours: 0

Lab/Clinic hours: 32

Course Fee:

EDU901 Academic Service Learning Experience — 1 credits

Students in this course develop and/or implement service learning projects to help the college's community including the surrounding local community under the supervision of college faculty and in cooperation with the staff of community organizations and agencies.

Lecture hours: 32

Lab/Clinic hours:

Course Fee:

Prior to Fall 2006 the course number was ED230T

EDU920 Field Experience — 1 credits

This course provides an observation and participation experience to explore duties, roles, and responsibilities of teachers to the school community. This takes place in area schools under the direction and guidance of classroom teachers.

Lecture hours: 32

Lab/Clinic hours:

Course Fee:

Prior to Fall 2006 the course number was ED206T

EGR410 Principles of Engineering — 3 credits

This course explores technology systems and manufacturing processes using the methodology of project-based engineering problem solving. Learning activities explore a variety of engineering disciplines and address the social and political consequences of technological change.

Lecture hours: 16

Lab/Clinic hours: 64

Course Fee:

EGR450 Computer Integrated Manufacturing — 3 credits

This course enhances computer modeling skills by applying principles of robotics and manufacturing automation to the creation of models of three-dimensional designs.

Lecture hours: 16

Lab/Clinic hours: 64

Prerequisite(s): EGR400 PLTW Introduction to Engineering Design

Course Fee:

EGT108 Principles of Engineering — 3 credits

This course explores technology systems and manufacturing processes using the methodology of project-based engineering problem solving. Learning activities explore a variety of engineering disciplines and address the social and political consequences of technological change.

Lecture hours: 16

Lab/Clinic hours: 64

Course Fee:

EGT140 Fluid Power — 2 credits

This is a course of study in the basic fluid power principles and components of fluid power systems.

Lecture hours: 16

Lab/Clinic hours: 32

Course Fee:

Prior to Fall 2006 the course number was IS104U, IT203U

EGT144 Fluid Power Applications — 2 credits

This course is a continuation study of fluid power systems and applications with particular emphasis on troubleshooting and performance evaluations.

Lecture hours: 16

Lab/Clinic hours: 32

Prerequisite(s): EGT140 Fluid Power EGT149 Fluid Power Systems II

Course Fee:

Prior to Fall 2006 the course number was IS156U

EGT149 Fluid Power Systems II — 3 credits

This is a continued study of fluid power components, their operations, and functions in circuit application, as well as graphic circuit print reading.

Lecture hours: 16

Lab/Clinic hours: 64

Prerequisite(s): EGT140 Fluid Power

Course Fee:

Prior to Fall 2006 the course number was IS107U

EGT152 Advanced Fluid Power and Servo Systems — 2 credits

This course will teach the principles of electrohydraulic servo systems and how these systems are applied, installed, operated, and maintained in the field. Servo systems, transducers, valve characteristics, control, and performance will be covered.

Lecture hours: 16

Lab/Clinic hours: 32

Prerequisite(s): EGT149 Fluid Power Systems II, EGT144 Fluid Power Applications

Course Fee:

Prior to Fall 2006 the course number was ST244U

EGT243 Statics and Strength of Materials — 3 credits

Statics deals with forces on structural members at rest. Topics include vector and scalar quantities, free-body diagrams, equations of equilibrium, coplanar and non-coplanar force systems, resultant of a system of forces, equilibrium in force systems, and the laws of friction. Strength of materials deals with the relationship between stress and deformation; riveted, welded, and bolted joints; torsion; centroids and moments of inertia; shear; moments and deflections in beams; combined stresses; and columns.

Lecture hours: 16

Lab/Clinic hours: 64

Course Fee:

EGT400 Introduction to Engineering Design — 3 credits

This course uses a design development process while enriching technical & engineering problem-solving skills; students create and analyze models using specialized computer software (AutoCAD Inventor).

Lecture hours: 16

Lab/Clinic hours: 64

Course Fee:

EGT410 PLTW - Principles of Engineering — 3 credits

This course explores technology systems and manufacturing processes using the methodology of project-based engineering problem solving. Learning activities explore a variety of engineering disciplines and address the social and political consequences of technological change.

Lecture hours: 16

Lab/Clinic hours: 64

Course Fee:

EGT420 PLTW - Digital Electronics — 3 credits

This course teaches applied logic through work with electronic circuitry, which students also construct and test for functionality.

Lecture hours: 16

Lab/Clinic hours: 64

Course Fee:

EGT450 Computer Integrated Manufacturing — 3 credits

This course enhances computer modeling skills by applying principles of robotics and manufacturing automation to the creation of models of three dimensional designs.

Lecture hours: 16

Lab/Clinic hours: 64

Course Fee:

EGT460 Civil Engineering and Architecture — 3 credits

This course introduces students to the interdependent fields of civil engineering and architecture; students learn project planning, site planning, and building design using specialized computer software (AutoDesk Revit).

Lecture hours: 16

Lab/Clinic hours:

Prerequisite(s): EGT400 Introduction to Engineering Design

Course Fee:

EGT470 Engineering Design and Development — 3 credits

This course is a research course that requires students to formulate the solution to an open-ended engineering question. With a community mentor and skills gained in their previous courses, students create written reports on their applications, defend the reports, and submit them to a panel of outside reviewers.

Lecture hours: 16

Lab/Clinic hours: 64

Course Fee:

ELE194 Power Generators and Transformers — 2 credits

The Power Generators and Transformers course will provide students with a working knowledge of how generators and transformers function. Training will cover the safety aspects of high voltage/power generators and transformers as they connect to the utility grids.

Lecture hours: 16

Lab/Clinic hours: 32

Course Fee:

ELT103 Facilities Blueprint Reading — 3 credits

This course is designed to develop skill in reading facilities prints used in heavy or commercial constructions.

Lecture hours: 48

Lab/Clinic hours:

Prerequisite(s): MFG153 Basic Blueprint Reading

Course Fee:

Prior to Fall 2006 the course number was IS152U

ELT104 Electronics Drafting — 3 credits

An introduction to drafting fundamentals including: two-dimensional, orthographic, sectional, auxiliary and pictorial; electronic symbols, devices, circuitry and systems, using CAD.

Lecture hours: 16

Lab/Clinic hours: 64

Prerequisite(s): EGT108 Principles of Engineering OR ELT192 Intro to Computer Science OR

Pre/Co-requisite: EGT410 Principles of Engineering

Course Fee:

Prior to Fall 2006 the course number was EE135U

ELT133 Electric Motor Drives — 2 credits

This course is an introduction to the fundamental principles of electronic motor drive technologies. Topics to be presented will include servo-motor theory, encoders, tachometers, electronic and mechanical brakes/clutches, and closed-loop systems. Specific drives to be studied will include DC servo, AC variable-frequency, AC servo, and stepper systems.

Lecture hours: 16

Lab/Clinic hours: 32

Course Fee:

Prior to Fall 2006 the course number was ST240U

ELT139 Electrical Systems — 3 credits

Students will gain knowledge and hands-on experience in DC and AC circuits and principles, electrical measurement instruments, electrical safety, conductor sizes and types, wiring applications, wiring techniques, and troubleshooting.

Lecture hours: 16

Lab/Clinic hours: 64

Prerequisite(s): MAT772 Applied Math

Course Fee: \$35.00

Prior to Fall 2006 the course number was IS105U

ELT149 Advanced Electrical Systems — 2 credits

This class stresses electrical distribution systems, electrical transformers, AC and DC motor theory, operation and repair, motor testing and sizing procedures, manual and magnetic starters, and motor overload protection. Specific topics will include types of electrical distribution systems, transformer theory and operation, electrical safety related to motor systems, lockout/ tagout techniques, use of motor testing devices, and construction, sizing, and installation of motor overload devices. Extensive laboratory exercises will enhance classroom studies.

Lecture hours: 16

Lab/Clinic hours: 32

Prerequisite(s): ELT139 Electrical Systems and MAT778 Applied Geometry/Trigonometry

Course Fee:

Prior to Fall 2006 the course number was IS108U

ELT156 Industrial Electronics — 5 credits

This course covers the theory and application of devices and circuits used in industrial and commercial electronics.

Lecture hours: 48

Lab/Clinic hours: 96

Course Fee:

Prior to Fall 2006 the course number was EE236U

ELT192 Introduction to EET Computer Science — 3 credits

This course will introduce the student to the basic use of the personal computer. The course will include a study of DOS, Word Processing, Spreadsheet, and BASIC programming language.

Lecture hours: 32

Lab/Clinic hours: 32

Course Fee:

Prior to Fall 2006 the course number was EE106U

ELT194 C++ Programming — 3 credits

This course introduces students to the C++ programming languages. The objective of this course is to provide students with the understanding of the C++ programming language for problem solving.

Lecture hours: 32

Lab/Clinic hours: 32

Prerequisite(s): ELT192 Intro to EET Computer Science

Course Fee:

Prior to Fall 2006 the course number was EE237U

ELT215 Motors and Controls — 2 credits

This class stresses motor control systems, devices, circuit design and construction, and troubleshooting techniques. Specific topics will include electrical safety, lockout/tagout procedures, relays, timers, pilot devices, and solid state control technologies. Extensive laboratory exercises using industrial-grade components will enhance classroom studies.

Lecture hours: 16

Lab/Clinic hours: 32

Prerequisite(s): ELT149 Advanced Electrical Systems

Course Fee:

Prior to Fall 2006 the course number was IS160U

ELT234 PLC Programming — 2 credits

This course is an introduction to the fundamental principles of programmable controller operation using Allen-Bradley PLC systems. Topics to be presented will include basic system configurations and hardware, relay-equivalent instructions, timers and counters, data manipulation commands, and searching/program documentation.

Lecture hours: 16

Lab/Clinic hours: 32

Course Fee: \$55.00

Prior to Fall 2006 the course number was IS159U

ELT240 PLCs II — 2 credits

As modern manufacturing becomes more computer-control oriented, the industrial programmable controller plays an increasingly important role. In this course the learner will study advanced programming commands, sequencers, file moves, arithmetic functions, and data communications; as well as interfacing, troubleshooting, and applications.

Lecture hours: 16

Lab/Clinic hours: 32

Prerequisite(s): ELT234 PLC Programming

Course Fee: \$70.00

Prior to Fall 2006 the course number was ST236U

ELT290 DC Electricity — 4 credits

This course presents basic concepts of electricity and electronics and the application of these concepts to direct current circuits. This course assumes no previous knowledge of electricity or electronics.

Lecture hours: 48

Lab/Clinic hours: 48

Other Requirements: An understanding of algebra is required.

Course Fee: \$110.00

ELT291 AC Electricity — 4 credits

This course presents basic concepts of electricity and electronics and the application of these concepts to alternating current circuits. This course is a continuation of the DC Electricity course.

Lecture hours: 48

Lab/Clinic hours: 48

Prerequisite(s): ELT290 DC Electricity

Other Requirements: An understanding of algebra is required.

Course Fee:

ELT305 Electricity — 8 credits

This course presents basic concepts of electricity and electronics and the application of these concepts to

direct current and alternating current circuits. This course assumes no previous knowledge of electricity or electronics.

Lecture hours: 96

Lab/Clinic hours: 96

Prerequisite(s): MAT504 Electronics Math I

Other Requirements: An understanding of algebra is required.

Course Fee:

Prior to Fall 2006 the course number was EE101U

ELT309 Digital Circuits — 3 credits

This course provides students with knowledge and understanding of digital logic circuit design and operation using integrated circuits. Studies include combinatorial logic circuits, flip-flops, arithmetic circuits, counters and registers, memory devices and logic families.

Lecture hours: 32

Lab/Clinic hours: 48

Prerequisite(s): ELT590 Semiconductors

Course Fee:

Prior to Fall 2006 the course number was ST203U

ELT311 Digital Circuits and Systems — 4 credits

This course provides students with knowledge and understanding of digital logic circuit design and operation using integrated circuits. Studies include combinatorial logic circuits, flip-flops, arithmetic circuits, counters and registers, and logic families, with introduction of hardware and software of microcontrollers.

Lecture hours: 32

Lab/Clinic hours: 96

Prerequisite(s): MAT514 Electronics Math II

Co-requisite(s): ELT526 Electronic Devices

Course Fee: \$62.00

Prior to Fall 2006 the course number was EE153U

ELT320 Electronic Devices — 5 credits

This course is an introduction to electronic devices and their uses. This course provides the foundation for advanced courses in electronics circuit and systems by teaching the operating characteristics of electronic devices and circuit design using those devices. Lab/Clinic 48 hours.

Lecture hours: 48

Lab/Clinic hours: 32

Prerequisite(s): ELT291 AC Electricity

Course Fee:

ELT321 Operational Amplifiers — 3 credits

This course is an introduction to operational amplifiers and their uses. This course provides the foundation for advanced courses in electronics circuit and systems by teaching the operating characteristics of operational amplifiers and circuit design using those devices.

Lecture hours: 32

Lab/Clinic hours: 32

Prerequisite(s): ELT291 AC Electricity

Course Fee:

ELT403 Visual Basic — 3 credits

This course introduces students to Visual Basic programming languages. The objective of this course is to provide students with the understanding of high level programming languages and programming techniques used in problem solving.

Lecture hours: 32

Lab/Clinic hours: 48

Course Fee:

ELT409 Data Acquisition Systems — 4 credits

This course includes signal conditioning, transducer characteristics, microcontroller input/output and interfacing using C programming language and applications.

Lecture hours: 32

Lab/Clinic hours: 96

Course Fee:

ELT415 Communication Circuits I — 5 credits

This course is an introduction to communication circuits with an in depth study of A.M. and F.M. transceiver theory.

Lecture hours: 48

Lab/Clinic hours: 96

Prerequisite(s): ELT320 Electronic Devices, ELT321 Operational Amplifiers

Course Fee:

Prior to Fall 2006 the course number was EE201U

ELT416 Communication Circuits II — 5 credits

This course is continuation of Communication Circuits I. This course includes the study of frequency synthesis, transmission line theory, digital communication techniques, antennas, and microwave devices.

Lecture hours: 48

Lab/Clinic hours: 96

Prerequisite(s): ELT415 Communication Circuits I

Course Fee:

Prior to Fall 2006 the course number was EE231U

ELT417 Computer Systems — 3 credits

This course provides the students with the understanding of personal computer hardware systems and administration of various computer operating systems.

Lecture hours: 16

Lab/Clinic hours: 64

Course Fee:

ELT439 Data Communications — 1 credits

This course introduces students to Data Communication theory and applications. The course includes a study

of Serial I/O Techniques, Modems, and Local Area Networks.

Lecture hours: 0

Lab/Clinic hours: 32

Prerequisite(s): ELT700 Microprocessors

Course Fee:

Prior to Fall 2006 the course number was EE232U

ELT512 Electronic Fabrication — 2 credits

This course provides students with an understanding of the hand tools and materials used by the technicians in the electronics field and instruction in their usage.

Lecture hours: 16

Lab/Clinic hours: 32

Course Fee:

Prior to Fall 2006 the course number was EE105U

ELT526 Electronic Devices — 8 credits

This course is an introduction to electronic devices and their uses. The course provides the foundation for advanced courses in electronics circuit and systems by teaching the operating characteristics of electronic devices and circuit design using those devices.

Lecture hours: 96

Lab/Clinic hours: 96

Prerequisite(s): ELT305 Electricity and MAT504 Electronics Math I

Course Fee:

Prior to Fall 2006 the course number was EE131U

ELT590 Semiconductors — 5 credits

This course provides an introduction to electronic devices and their uses. The course provides the foundation for advanced courses in electronics systems by teaching the operating characteristics of electronic devices and circuit design using those devices.

Lecture hours: 48

Lab/Clinic hours: 64

Prerequisite(s): ELT149 Advanced Electrical Systems, MAT778 Applied Geometry/Trigonometry

Course Fee:

Prior to Fall 2006 the course number was ST130U

ELT600 Applied Computer Programming — 3 credits

This course introduces students to Visual C and LabView programming languages. The objective of this course is to provide students with the understanding of high level programming languages and programming techniques used in problem solving.

Lecture hours: 32

Lab/Clinic hours: 48

Prerequisite(s): EGT108 Principles of Engineering OR EGT410 Principles of Engineering

Course Fee: \$38.00

ELT605 Operating Systems — 3 credits

This course provides students with an understanding of the operation and administration of various computer operating systems such as DOS, Windows, and UNIX.

Lecture hours: 32

Lab/Clinic hours: 32

Prerequisite(s): ELT192 Intro to EET Computer Science

Course Fee:

ELT610 Microprocessors — 2 credits

This course is an introduction to microprocessor and microcomputer theory and applications. The objective of this course is to provide students with the basic microcomputer theory necessary to understand the operation and interfacing characteristics of the Intel family of processors. This includes typical microcomputer architecture, assembly and machine language programming, input/output and interfacing concepts, hardware/software interaction and applications.

Lecture hours: 16

Lab/Clinic hours: 32

Course Fee:

Prior to Fall 2006 the course number was ST235U

ELT621 Microprocessors II — 4 credits

This course provides students with an understanding of 16 bit microprocessors and microcomputer systems and circuitry. Programming languages and techniques, including software troubleshooting, will be expanded and analyzed. Students will become familiar with Intel 80/88/86, 286, 386, 486 microprocessors and Motorola 68000 series microprocessors.

Lecture hours: 32

Lab/Clinic hours: 64

Prerequisite(s): ELT700 Microprocessors

Course Fee:

Prior to Fall 2006 the course number was EE233U

ELT651 Computer Systems — 5 credits

This course provides students with an understanding of the computer as a complete system, covering hardware and software.

Lecture hours: 48

Lab/Clinic hours: 96

Prerequisite(s): ELT192 Intro to EET Computer Science and ELT311 Digital Circuits and Systems

Course Fee:

Prior to Fall 2006 the course number was EE202U

ELT700 Microprocessors — 3 credits

This course provides students with an understanding of microprocessors and microcomputer systems and circuitry. Programming languages and techniques, including software troubleshooting, will be expanded and analyzed. Students will become familiar with Intel 86/88, 286, 386, 486, and Pentium microprocessors.

Lecture hours: 32

Lab/Clinic hours: 48

Prerequisite(s): ELT192 Intro to EET Computer Science and ELT311 Digital Circuits and Systems

Course Fee:

ELT701 Embedded Processors — 3 credits

This course is an introduction to microcontroller theory and applications. The objective of this course is to provide students with the basic microcontroller theory necessary to understand the operation and interfacing characteristics. This includes typical microcontroller architecture, assembly and C programming, Input/output and interfacing concepts, hardware/software interaction and applications.

Lecture hours: 32

Lab/Clinic hours: 32

Prerequisite(s): ELT409 Data Acquisition Systems

Course Fee:

ELT702 Microcomputer Hardware — 2 credits

This course provides the students with an understanding of personal computer hardware systems and components.

Lecture hours: 16

Lab/Clinic hours: 32

Prerequisite(s): ELT192 Intro to EET Computer Science

Course Fee:

ELT703 Introduction to Networking — 2 credits

This course introduces the student to the fundamental building blocks that form a modern computer network such as protocols, topologies, hardware, and network operating systems. The course then provides in-depth coverage of the most important concepts in contemporary networking such as client/server architecture, TCP/IP, Ethernet, wireless transmission and security.

Lecture hours: 16

Lab/Clinic hours: 32

Prerequisite(s): A minimum grade of 'D-' in ELT409 Data Acquisition Systems

Course Fee:

ELT736 Instrumentation and Control — 2 credits

With the increase in computer-controlled systems in modern business and industry the study of instrumentation and transducers is vital to a maintenance technicians education. This course will concentrate on the types of instrumentation currently available, interfacing and cabling techniques, signal conditioning, noise control, and applications and troubleshooting of complete systems.

Lecture hours: 16

Lab/Clinic hours: 32

Prerequisite(s): IND100 Basic Mechanical Systems and EGT144 Fluid Power Applications and ELT215 Motors and Controls

Course Fee:

Prior to Fall 2006 the course number was ST230U

ELT802 Electronics Design Project I — 1 credits

This course is the first of a series of two design courses. This course will introduce the student to design concepts and procedures as related to the design of electronics equipment. This course will require the student to identify an electronics design project as an individual or as a member of a team that will be completed

during this course and the Electronics Design Project II course. All design projects will be subject to instructor approval.

Lecture hours: 0

Lab/Clinic hours: 32

Course Fee:

ELT803 Electronics Design Project II — 1 credits

This course is a continuation of ELT-802 Electronic Design Project I. The student will complete the design project that was identified and started in Electronic Design Project I. This course will require the student to design, prototype, troubleshoot, and debug an electronics related project based on technology presented throughout the EET program.

Lecture hours: 0

Lab/Clinic hours: 32

Prerequisite(s): ELT802 Electronics Design Project I

Course Fee:

EMS114 Emergency Medical Responder — 2 credits

This course provides the student with the necessary skills and knowledge to identify and treat life-threatening emergencies, wounds and fractures, medical and environmental emergencies and patient access and handling. This course utilizes a combination of classroom lecture and skills practice.

Lecture hours: 16

Lab/Clinic hours: 32

Course Fee:

EMS201 Emergency Medical Technician — 7 credits

This course is for individuals who anticipate working with an ambulance service, hospital emergency department, fire department or other occupational field where emergencies are common. Course includes topics related to assessment and treatment of illness and injury. This course also includes a clinical and field component.

Lecture hours: 80

Lab/Clinic hours: 32

Co-op Hours: 64

Prerequisite(s): Criminal background check and drug screening required. Must be an Emergency Medical Services program major to register for this course.

Course Fee: \$494.00

EMS541 Clinical I — 3 credits

This course will provide clinical atmosphere for performance of psychomotor skills as described by the National Highway Traffic Safety Administration, National Standard Paramedic Curriculum. To successfully complete this course, students must demonstrate competency in skills for patients of all ages within the scope of practice. The student will participate in and document patient contacts and field experience. Additional contact hours (up to 3 times stated minimum) may be needed to meet the course competencies. Permission of instructor required.

Lecture hours: 0

Lab/Clinic hours:

Co-op Hours: 192

Co-requisite(s): EMS619 Airway and Patient Assessment and EMS641 Introduction to Paramedicine

Course Fee: \$125.00

EMS546 Clinical II — 3 credits

This course will provide clinical atmosphere for performance of psychomotor skills as described by the National Highway Traffic Safety Administration, National Standard Paramedic Curriculum. To successfully complete this course, students must demonstrate competency in skills for patients of all ages within the scope of practice. The student will participate in and document patient contacts and field experience. Additional contact hours (up to 3 times stated minimum) may be needed to meet the course competencies. Permission of instructor required.

Lecture hours: 0

Lab/Clinic hours:

Co-op Hours: 192

Prerequisite(s): A minimum grade of C in EMS541 Clinical I.

Co-requisite(s): EMS677 Special Populations for the Paramedic, EMS674 Cardiology for the Paramedic, and EMS650 Medical and Psychological Emergencies.

Course Fee: \$95.00

EMS619 Airway and Patient Assessment — 4 credits

The course includes Module 2 (Airway Management and Ventilation) and Module 3 (Patient Assessment) of the DOT National Standard Curriculum for EMT Paramedics. Content will include advanced airway management physical assessment, field assessment, clinical decision making, documentation and the assessment and management of respiratory emergencies. The lab component of this course includes skills in airway management and ventilation, history taking, techniques of physical examination, patient assessment, clinical decision making, communication and AHA ACLS. All will be practiced and demonstrated.

Lecture hours: 48

Lab/Clinic hours: 32

Prerequisite(s): A minimum grade of C in EMS641 Introduction to Paramedicine.

Course Fee: \$42.00

EMS641 Introduction to Paramedicine — 3 credits

Provides an overview of paramedic roles and responsibilities and the emergency medical service system. Includes discussion of medicolegal and ethical issues in EMS, agents of trauma and disease, and career opportunities for paramedics. Provides discussion and demonstration of proper documentation in EMS, emergency vehicle operations, and non-patient care aspects of EMS.

Lecture hours: 48

Lab/Clinic hours:

Prerequisite(s): Must be in program major. Must hold Iowa EMT Certification prior to course enrollment. A minimum grade of C in EMS201 Emergency Medical Technician

Course Fee: \$113.00

EMS650 Medical and Psychological Emergencies — 4 credits

Lecture and case-based teaching in the pathophysiology, recognition and advanced life support assessment and management of emergencies involving the nervous, endocrine, renal, and gastrointestinal systems. Assessment and intervention in psychological emergencies.

Lecture hours: 48

Lab/Clinic hours: 32

Prerequisite(s): A minimum grade of C in EMS641 Introduction to Paramedicine. A minimum grade of C in EMS619 Airway and Patient Assessment.

Course Fee:

EMS655 Transition to Paramedic Practice — 4 credits

This course will provide a platform for the student to apply cognitive, psychomotor, and affective skills to actual practice during a field internship. This course will also include comprehensive psychomotor exercises in a lab setting to prepare the paramedic student for national certification.

Lecture hours: 0

Lab/Clinic hours: 32

Prerequisite(s): Instructor approval. A minimum grade of C in EMS541 Clinical I. A minimum grade of C in EMS546 Clinical II. A minimum grade of C in EMS641 Introduction to Paramedicine. A minimum grade of C in EMS671 Paramedic Pharmacology/Pathophysiology. A minimum grade of C in EMS619 Airway and Patient Assessment.

Course Fee: \$395.00

EMS671 Paramedic Pharmacology/Pathophysiology — 3 credits

Paramedic Pharmacology/Pathophysiology is a preparatory course for the Paramedic Education Program. The course will concentrate on the pathophysiology of illness and injury on the human body and also relate the principles of pharmacology to the pathophysiology.

Lecture hours: 32

Lab/Clinic hours: 32

Co-requisite(s): EMS619 Airway and Patient Assessment and EMS641 Introduction to Paramedicine

Course Fee: \$62.00

EMS674 Cardiology for the Paramedic — 4 credits

Cardiology for the Paramedic will focus on assessing the pre-hospital cardiac patient, interpreting electrocardiograms, and formulating treatment regimens for these patients.

Lecture hours: 48

Lab/Clinic hours: 32

Prerequisite(s): A minimum grade of C in EMS641 Introduction to Paramedicine. A minimum grade of C in EMS619 Airway and Patient Assessment. A minimum grade of C in EMS671 Paramedic Pharmacology/Pathophysiology.

Co-requisite(s): EMS650 Medical and Psychological Emergencies

Course Fee:

EMS677 Special Populations for the Paramedic — 4 credits

Special Patient Populations for the Paramedic explores illness and injury in the obstetric/gynecologic, neonatal, pediatric, geriatric, and chronically ill patient populations.

Lecture hours: 48

Lab/Clinic hours: 32

Prerequisite(s): A minimum grade of C in EMS 619 Airway and Patient Assessment. A minimum grade of C in EMS 641 Introduction to Paramedicine.

Course Fee:

EMS678 Traumatic Emergencies for the Paramedic — 3 credits

Traumatic Emergencies for the Paramedic explores the science of traumatic injuries, their detection and treatment. Major topics include: soft tissue, shock, hard tissue, nervous system, and internal injuries.

Lecture hours: 32

Lab/Clinic hours: 32

Co-requisite(s): EMS671 Paramedic Pharmacology/Pathophysiology

Course Fee:

ENG060 College Preparatory Writing I — 3 credits

This course is the first in the college writing sequence. It provides students with opportunities to read and comprehend increasingly difficult texts in a variety of genres; to think more deeply and critically about the issues and ideas presented in these texts; and to respond to those texts in writing with increasing fluency, confidence, and clarity. Students should connect personally with assigned reading material and communicate their thoughts clearly in writing using Standard English. This course emphasizes responses grounded in the writer's personal interaction with the assigned text. It prepares students for the next level in their writing sequence.

Lecture hours: 48

Lab/Clinic hours:

Prerequisite(s): Appropriate placement scores or equivalent

Course Fee:

Prior to Fall 2006 the course number was SC015D

ENG061 College Preparatory Writing II — 3 credits

This course encourages students to improve their critical thinking skills, reading comprehension, and writing proficiency for inquiry, learning, thinking, and communication. Students will read, discuss, and respond to a variety of texts of different genres so as to analyze texts and write for different purposes. Students will work individually and collaboratively to produce, revise, and edit written work. Central to the objective of this course is developing a personal writing process: generating ideas, producing multiple drafts, revising, and editing. This course prepares students to advance into their appropriate program writing sequence.

Lecture hours: 48

Lab/Clinic hours:

Prerequisite(s): ENG060 College Preparatory Writing I or appropriate COMPASS scores or equivalent

Course Fee:

Prior to Fall 2006 the course number was SC017D

ENG105 Composition I — 3 credits

This course emphasizes fluency, thesis-driven organization, the use of supporting details, and research techniques. Writing is approached as a recursive process that includes prewriting strategies, drafting, revising, and editing. The course helps students shape writing to serve readers' needs and define a sense of purpose in their writing. It also gives students strategies for reading college-level material.

Lecture hours: 48

Lab/Clinic hours:

Course Fee:

Prior to Fall 2006 the course number was CM113T

ENG106 Composition II — 3 credits

This course aims to review and extend writing principles learned in ENG105 Composition I to analytical, argumentative, and research-based writing. This course emphasizes critical reading, evaluation, and precise and responsible source citation.

Lecture hours: 48

Lab/Clinic hours:

Prerequisite(s): ENG105 Composition I

Course Fee:

Prior to Fall 2006 the course number was CM118T

ENG221 Creative Writing — 3 credits

This is a beginning course for students interested in writing poetry and short stories. The course involves discussion of selected texts by accomplished writers (creative and critical work), assignments designed to develop specific skills and techniques, class discussion of student work, and individual conferences. The semester will be roughly divided between the two genres. As a final project, students are expected to write one of the following: 1) A collection of at least six polished poems; 2) A major revision of a substantial short story.

Lecture hours: 48

Lab/Clinic hours:

Course Fee:

Prior to Fall 2006 the course number was CM120T

ENV115 Environmental Science — 3 credits

This natural science course addresses the manner in which we approach our environment today and how it will affect the world we live in tomorrow. This course examines the challenges of developing sustainable energy sources, maintaining the quality of our air, water, and soil, and preserving the remaining biodiversity and habitat. As these challenges are examined, possible solutions will be evaluated.

Lecture hours: 48

Lab/Clinic hours:

Course Fee:

Prior to Fall 2006 the course number was NS123T

ENV116 Environmental Science Lab — 1 credits

This laboratory course provides a hands-on approach to understanding challenges to our environmental health. The course examines population growth, a framework for understanding the extent of habitat loss and degradation and its impact on biodiversity; water quality and treatment; soil quality and management practices; examination of energy consumption and alternatives; and an evaluation of ecosystem interactions.

Lecture hours: 0

Lab/Clinic hours: 32

Course Fee:

Prior to Fall 2006 the course number was NS124T

ENV155 Residential Energy Auditing — 4 credits

This course covers building energy auditing and associated heating and air-conditioning equipment. The concepts of heat flow, energy audit software, building science, building envelope, construction practices, material costs, moisture concerns, proper insulation techniques, energy pricing, energy modeling, and commercial and residential HVAC systems including equipment selection, layout, piping techniques, troubleshooting, codes, preventive maintenance, multiple systems, and system accessories are covered.

Lecture hours: 32

Lab/Clinic hours: 64

Course Fee:

ENV170 Photo-Voltaics and Hybrid Electrical Systems — 2 credits

The Photo-Voltaic and Hybrid Electrical Systems course will provide students with an opportunity to size, construct, maintain, and analyze residential or commercial sized hybrid systems. Students will gain firsthand experience working with electrical energy systems consisting of wind generators, hydrogen fuel cells, photo-voltaic arrays, battery storage systems, back-up generators, inverters, and system controllers.

Lecture hours: 16

Lab/Clinic hours: 32

Course Fee:

ENV185 Photovoltaic Solar Systems — 2 credits

The Photovoltaic Solar Systems Installation course provides critical knowledge of solar energy and system applied to PV installations.

Lecture hours: 16

Lab/Clinic hours: 32

Course Fee:

ESL005 ESL Reading for Academic Purpose I — 4 credits

This is the first of two courses designed for non-native speakers of English to acquire basic reading skills. The course introduces students to effective reading strategies, approaches to reading in a variety of genres, strategies to expand vocabulary, and basic library research. Students are also encouraged to improve their reading fluency through extensive reading.

Lecture hours: 64

Lab/Clinic hours:

Prerequisite(s): Appropriate placement scores or equivalent

Course Fee:

Prior to Fall 2006 the course number was SC006D

ESL011 ESL Writing for Academic Purpose I — 4 credits

This is the first of two courses designed for non-native speakers of English in the acquisition of basic grammatical structures of English and writing skills. The primary focus of the course is to develop students' competence and confidence in writing for academic purposes. Students will review basic grammatical rules and structures, understand the elements of paragraph through process writing, practice writing for different purposes, expand vocabulary, and develop fluency in writing.

Lecture hours: 64

Lab/Clinic hours:

Prerequisite(s): Appropriate placement scores or equivalent

Course Fee:

Prior to Fall 2006 the course number was SC007D

ESL014 ESL Listening and Speaking for Academic Purpose I — 4 credits

This is the first of two courses designed for non-native speakers of English to acquire basic aural and oral skills. The primary focus of the course is to prepare students for academic content. Students will be involved in a variety of communicative activities to increase their confidence in understanding and communicating with others, to improve fluency as well as accuracy, to expand vocabulary, to practice note-taking skills, and to learn about American culture.

Lecture hours: 48

Lab/Clinic hours: 32

Prerequisite(s): Appropriate placement scores or equivalent

Course Fee:

Prior to Fall 2006 the course number was SC005D

ESL020 English as a Second Language Lab — 2 credits

The purpose of the course is to provide the non- native speaker of English with a variety of realistic laboratory tasks that will improve and expand their English fluency. The primary focus of the course is to expand vocabulary, improve pronunciation, and to provide the students with experiences that will enhance their confidence in their English ability. This course can be used to prepare the ESL student for wither the ESL I or ESL II course in the fall. It is designed to accommodate students at both the intermediate and advanced levels.

Lecture hours: 0

Lab/Clinic hours: 64

Prerequisite(s):

Other Requirements: Instructor approval

Course Fee:

Prior to Fall 2006 the course number was SC009D

ESL083 Writing for Academic Purpose II — 4 credits

This is a course for non-native speakers of English in the acquisition of advanced grammatical structures and writing skills (necessary for academic English). The course is especially designed to develop advanced writing skills that will be needed in order to successfully complete transferable academic classes. Students will review problems in English grammar, analyze academic writing, practice writing for different purposes, and be introduced to different documentation styles.

Lecture hours: 64

Lab/Clinic hours:

Prerequisite(s): ESL011 ESL Writing for Academic Purpose I or appropriate placement scores or equivalent

Course Fee:

Prior to Fall 2006 the course number was SC027D

ESL084 ESL Reading for Academic Purpose II — 4 credits

This is a course in continuing the acquisition of reading skills in English for non-native speakers. The primary goal of the course is to prepare students to become independent readers and to manage academic texts. Students are given opportunities to apply reading strategies effectively, to improve comprehension skills, to expand vocabulary, and to develop library research skills needed for academic study.

Lecture hours: 64

Lab/Clinic hours:

Prerequisite(s): ESL005 ESL Reading for Academic Purpose I or appropriate placement scores or equivalent

Course Fee:

Prior to Fall 2006 the course number was SC026D

ESL089 Listening and Speaking for Academic Purpose II — 4 credits

This is a course in continuing the acquisition of aural and oral skills in English for non-native speakers. The course is designed to help students develop listening and speaking skills that will be needed to be successful in fully transferable college courses. Skills taught include listening strategies, note taking, oral presentations, and vocabulary development. Students will also develop a deeper understanding of American culture through various activities.

Lecture hours: 48

Lab/Clinic hours: 32

Prerequisite(s): ESL014 ESL Listening and Speaking for Academic Purpose I or appropriate placement scores or equivalent

Course Fee:

Prior to Fall 2006 the course number was SC025D

FIN121 Personal Finance — 3 credits

This course enables students to achieve high standards and competencies in economic principles in contexts of high relevancy and applicability to their individual, family, professional, and community lives. A project-based approach that utilizes higher order thinking, communication, leadership, and management processes will integrate course topics. Upon completion, students should be able to better understand scarcity, supply and demand, market structures, the role of government, money and the role of financial institutions, economic stabilization and cycles, investing and financial markets, and consumer credit.

Lecture hours: 48

Lab/Clinic hours:

Course Fee:

FIR124 Building Construction — 3 credits

This course provides the components of building construction that relate to fire and life safety. The focus of this course is on firefighter safety. The elements of construction and design of structures are shown to be key factors when inspecting buildings, pre-planning fire operations, and operating at emergencies

Lecture hours: 48

Lab/Clinic hours:

Course Fee:

FIR127 Fire Behavior and Combustion — 3 credits

This course explores the theories and fundamentals of how and why fires start, spread, and how they are controlled.

Lecture hours: 48

Lab/Clinic hours:

Course Fee:

FIR130 Fire Prevention — 3 credits

This course provides fundamental information regarding the history and philosophy of fire prevention, organization and operation of a fire prevention bureau, use of fire codes, identification and correction of fire hazards, and the relationships of fire prevention with built-in fire protection systems, fire investigation, and fire and life-safety education.

Lecture hours: 48

Lab/Clinic hours:

Course Fee:

Prior to Fall 2006 the course number was FS141U

FIR139 Fire Fighter I — 4 credits

After completing the course the student will have met the sections required for a Firefighter I in the NFPA® 1001, Standard for Fire Fighter Professional Qualifications, and the requirements for National Fire Protection Association's (NFPA) 472, Standard for Professional Competence of Responders to Hazardous Materials Incidents for the for the Awareness and Operational Levels.

Lecture hours: 48
Lab/Clinic hours: 32

Course Fee:

FIR145 Fire Strategies and Tactics — 3 credits

This course provides an in-depth analysis of the principles of fire control through utilization of personnel, equipment, and extinguishing agents on the fire ground.

Lecture hours: 48
Lab/Clinic hours:

Course Fee:

FIR146 Firefighting Tactics and Strategy — 3 credits

Studies methods of coordinating personnel, equipment deploying apparatus on the fire ground. Practical methods of controlling and extinguishing structural and other types of fires are discussed. Includes simulation exercises.

Lecture hours: 48
Lab/Clinic hours:

Course Fee:

Prior to Fall 2006 the course number was FS131U

FIR149 Fire Protection Hydraulics and Water Supply — 3 credits

This course provides a foundation of theoretical knowledge in order to understand the principles of the use of water in fire protection and to apply hydraulic principles to analyze and to solve water supply problems.

Lecture hours: 48
Lab/Clinic hours:

Course Fee:

FIR150 Fire Detection and Suppression Systems — 3 credits

Covers the identification of system elements, the proper type for the occupancy per code, fire department operations at premises, and inspection practice to ensure the system is operating and installed as required.

Lecture hours: 48
Lab/Clinic hours:

Course Fee:

Prior to Fall 2006 the course number was FS151U

FIR180 Hazardous Materials Chemistry — 3 credits

Covers properties of chemistry in fire service. Types of chemicals, processes, and legal requirements are discussed as they pertain in use, storage, and transportation of chemicals.

Lecture hours: 48
Lab/Clinic hours:

Co-requisite(s): FIR139 Fire Fighter I

Course Fee:

Prior to Fall 2006 the course number was FS111U

FIR183 Hazardous Materials Management — 3 credits

Discusses the properties of chemically active substances related to hazardous materials. Identifies and demonstrates techniques, methods, strategies to mitigate haz-mat incidents. Covers state and federal laws as

they relate to management of hazardous materials.

Lecture hours: 48

Lab/Clinic hours:

Course Fee:

Prior to Fall 2006 the course number was FS121U

FIR200 Occupational Safety/Health in Emergency Services — 3 credits

This course introduces the basic concepts of occupational health and safety as it relates to emergency service organizations. Topics include risk evaluation and control procedures for fire stations, training sites, emergency vehicles, and emergency situations involving fire, EMS, hazardous materials, and technical rescue. Upon completion of this course, students should be able to establish and manage a safety program in an emergency service organization.

Lecture hours: 48

Lab/Clinic hours:

Course Fee:

FIR213 Principles of Emergency Services — 3 credits

This course provides an overview to fire protection; career opportunities in fire protection and related fields; philosophy and history of fire protection/service; fire loss analysis; organization and function of public and private fire protection services; fire departments as part of local government; laws and regulations affecting the fire service; fire service nomenclature; specific fire protection functions; basic fire chemistry and physics; introduction to fire protection systems; introduction to fire strategy and tactics.

Lecture hours: 48

Lab/Clinic hours:

Course Fee:

FIR214 Legal Aspects of the Emergency Services — 3 credits

This course introduces the federal, state, and local laws that regulate emergency services, national standards influencing emergency services, standard of care, tort, liability, and a review of relevant court cases.

Lecture hours: 48

Lab/Clinic hours: 0

Course Fee:

FIR235 Fire Investigation I — 3 credits

This course is intended to provide the student with the fundamentals and technical knowledge needed for proper fire scene interpretations, including recognizing and conducting origin and cause, preservation of evidence and documentation, scene security, motives of the fire-setter, and types of fire causes.

Lecture hours: 48

Lab/Clinic hours:

Course Fee:

FIR236 Fire Investigation II — 3 credits

This course is intended to provide the student with advance technical knowledge on rule of law, fire scene analysis, fire behavior, evidence collection and preservation, scene documentation, case preparation and testifying.

Lecture hours: 48

Lab/Clinic hours:

Prerequisite(s): A minimum grade of C in FIR235 Fire Investigation I.

Course Fee:

FIR280 Instructional Techniques for Fire Service Training — 3 credits

Covers concepts and techniques for conducting periodic company level or small unit training. The emphasis of this course is teaching principles applicable to in-service fire and rescue service skills training. It will meet N.F.P.A. Standard 1040, 1992 version. Course objectives for Fire Instructor I and II as specified in this standard. Successful completion of this course allows the student to meet Iowa Fire Instructor I and Iowa Fire Instructor II course requirements as specified by the certifying agency, Fire Service Institute, Iowa State University.

Lecture hours: 48

Lab/Clinic hours:

Course Fee:

Prior to Fall 2006 the course number was FS161U

FIR300 Principles of Fire and EMS Administration — 3 credits

This course introduces the student to the organization and management of a fire and emergency services department and the relationship of government agencies to the fire service. Emphasis is placed on fire and emergency service, ethics, and leadership from the perspective of the company officer.

Lecture hours: 48

Lab/Clinic hours: 0

Prerequisite(s): A minimum grade of C in FIR213 Principles of Emergency Services.

Course Fee:

FIR400 Emergency Safety and Survival — 3 credits

This course introduces the basic principles and history related to the national firefighter life safety initiatives, focusing on the need for cultural and behavior change throughout the emergency services.

Lecture hours: 48

Lab/Clinic hours:

Course Fee:

FLF145 French I — 5 credits

This course is an introduction to the basic vocabulary and key structures of the French language. The course will help students to develop the four basic skills of listening, speaking, reading, and writing and will provide the beginning steps to acquisition the French language. The course also focuses on making the student more culturally aware. This course is not recommended for students who have completed one or more years of high school French or the equivalent.

Lecture hours: 80

Lab/Clinic hours:

Course Fee:

Prior to Fall 2006 the course number was FL140T

FLF245 French II — 5 credits

This course continues to introduce basic vocabulary and key structures of the French language. The course will help students to continue to develop the four basic skills of listening, speaking, reading, and writing and will provide additional steps toward the acquisition of the French language. The course continues to focus also on making the student more culturally aware. This course is not recommended for students who have completed two or more years of high school French with grades of B or A.

Lecture hours: 80

Lab/Clinic hours:

Prerequisite(s): Successful completion of FLF145 French I, equivalent, or appropriate placement score.

Course Fee:

Prior to Fall 2006 the course number was FL142T

FLS128 Conversational Spanish — 3 credits

In this course students will learn elementary speaking skills used in everyday conversations. The student will progress toward the ability to converse in more varied and complex settings. This course is not for students who plan to major in foreign language.

Lecture hours: 48

Lab/Clinic hours:

Course Fee:

Prior to Fall 2006 the course number was FL138T

FLS151 Elementary Spanish I — 5 credits

This course is student-centered introductory instruction in the basic components of the Spanish language. The course will help students develop the skills necessary for the acquisition and perfection of the primary concepts of reading, writing, listening, and speaking in the Spanish language. This course is not recommended for students who have completed one year or more of high school Spanish or the equivalent.

Lecture hours: 80

Lab/Clinic hours:

Course Fee:

Prior to Fall 2006 the course number was FL130T

FLS152 Elementary Spanish II — 5 credits

This course provides continued instruction in the basic and necessary linguistic elements of Spanish to enable the learner to communicate verbally and in writing within the limits of the language presented.

Lecture hours: 80

Lab/Clinic hours:

Prerequisite(s): FLS151 Elementary Spanish I, equivalent, or instructor approval

Course Fee:

Prior to Fall 2006 the course number was FL132T

GEO115 Human Geography — 3 credits

This course introduces basic fields of study, concepts, and research strategies of human geography. As a social science course it examines the interaction of humans and geographical space while exploring topics such as cultural diversity, urban centers, political boundaries, migration, land/water modification, erosion, and pollution.

Lecture hours: 48

Lab/Clinic hours:

Course Fee:

Prior to Fall 2006 the course number was SS130T

GEO121 World Regional Geography — 3 credits

This introductory course builds an understanding of the physical and social aspects of geography by examining the major regions of the world and their connections. This will be accomplished by a geographic regional "tour" of the world examining the basic relationship between the physical environment and the cultural aspects within these regions.

Lecture hours: 48

Lab/Clinic hours:

Course Fee:

GEO131 Physical Geography — 3 credits

This course is an introduction to one of the major sub-fields of geography. Physical geography is the study of how and why physical phenomena vary spatially at and near the earth's surface. The course will emphasize describing the spatial distribution of the earth's natural features, patterns of solar energy receipt, atmospheric pressure, winds, and precipitation around the earth. Introductory laboratory exercises complement the lecture.

Lecture hours: 48

Lab/Clinic hours:

Course Fee:

Prior to Fall 2006 the course number was GY110T

GEO132 Physical Geography Lab — 1 credits

This course is an introductory laboratory course to complement GEO-131 Physical Geography. The course explores the concepts, resources, and specialized methods necessary to understand the major elements of Physical Geography.

Lecture hours: 0

Lab/Clinic hours: 32

Course Fee:

Prior to Fall 2006 the course number was GY111T

GRA105 Drawing and Composition — 4 credits

This course introduces the student to a variety of art-making materials and media, provides a broad range of drawing experiences designed to expand the student's artistic perception, and enhances the student's ability to develop appropriate art-based solutions to common graphic design problems.

Lecture hours: 32

Lab/Clinic hours: 64

Course Fee: \$50.00

Prior to Fall 2006 the course number was GC100U

GRA106 Principles of Illustration — 4 credits

This course is designed to develop the understanding of illustration within the context of graphic communications. Students will have the opportunity to produce original illustrations using a variety of media, tools, and techniques.

Lecture hours: 32

Lab/Clinic hours: 64

Prerequisite(s): GRA105 Drawing and Composition

Course Fee: \$230.00

Prior to Fall 2006 the course number was GC133U

GRA124 Electronic Illustration — 4 credits

This course provides students with the knowledge, skills, and experiences needed to create vector artwork. Students will utilize the leading vector drawing software to develop essential vector art rendering techniques.

Lecture hours: 48

Lab/Clinic hours: 32

Prerequisite(s): GRA174 Typography and GRA133 Desktop Publishing

Course Fee:

Prior to Fall 2006 the course number was GC202U

GRA133 Desktop Publishing — 4 credits

This course introduces the student to computer generated layout and design production skills using electronic publishing software. Emphasis is a hands-on introduction to the leading page-layout application program utilized in the graphic communications industry.

Lecture hours: 32

Lab/Clinic hours: 64

Course Fee:

Prior to Fall 2006 the course number was GC130U

GRA142 Graphic Imaging — 4 credits

This course is designed to provide students with an understanding of computer generated photographic manipulation techniques used in graphic communications. Emphasis is a hands-on introduction to the leading electronic image manipulation software.

Lecture hours: 32

Lab/Clinic hours: 64

Prerequisite(s): GRA124 Electronic Illustration

Course Fee:

Prior to Fall 2006 the course number was GC203U

GRA150 Introduction to Web Design — 3 credits

This course will help students learn the basic concepts of web page design. Students will learn how to use the Hypertext Markup Language (HTML), Dynamic HTML, Cascading Style Sheets (CSS), and other tools to create multimedia web pages.

Lecture hours: 32

Lab/Clinic hours: 32

Course Fee:

Prior to Fall 2006 the course number was IF135U

GRA162 Web Page Graphics — 3 credits

This course will give students a more in depth look into web-based graphics. This course will give students experience with different file formats on the web. Also, this course will give students a broader experience of high-end graphics programs.

Lecture hours: 32

Lab/Clinic hours: 32

Prerequisite(s): GRA150 Introduction to Web Design

Course Fee:

Prior to Fall 2006 the course number was IF206U

GRA174 Typography — 5 credits

This course emphasizes the fundamentals of typography in visual communications. The course provides experience in the type selection process for design applications.

Lecture hours: 64

Lab/Clinic hours: 32

Course Fee: \$65.00

Prior to Fall 2006 the course number was GC112U

GRA187 Advanced Design — 4 credits

This course expands the dimension of the process of design to include specific information and experiences pertaining to advertising design and other advanced design formats.

Lecture hours: 32

Lab/Clinic hours: 64

Prerequisite(s): GRA200 Applications of Color, GRA142 Graphic Imaging, and GRA186 Design and Layout II

Course Fee:

Prior to Fall 2006 the course number was GC212U

GRA196 Design and Layout I — 4 credits

This course emphasizes the fundamentals of design and layout in visual communications. The course provides experience in the type selection process for design application.

Lecture hours: 32

Lab/Clinic hours: 64

Prerequisite(s): GRA133 Desktop Publishing

Course Fee: \$42.00

GRA197 Design and Layout II — 4 credits

This course applies the principles and methods of design and layout to creating solutions for design problems. The process involved with communicating a client's product, service or image to a specific or general audience is explored in project application.

Lecture hours: 48

Lab/Clinic hours: 32

Prerequisite(s): A minimum grade of D in GRA133 Desktop Publishing and GRA196 Design and Layout I.

Course Fee:

GRA200 Applications of Color — 3 credits

This course will cover the principles of color perception, design, measurement, and reproduction as applied to printing, desktop publishing, and electronic imaging.

Lecture hours: 32

Lab/Clinic hours: 32

Prerequisite(s): GRA124 Electronic Illustration

Course Fee: \$38.00

Prior to Fall 2006 the course number was GC200U

GRA205 Design and Layout III — 4 credits

This course expands the dimension of the process of design to include specific information and experiences pertaining to advertising design and other advanced design formats.

Lecture hours: 48

Lab/Clinic hours: 32

Prerequisite(s): A minimum grade of D in GRA124 Electronic illustration and GRA197 Design and Layout II.

Course Fee:

GRA206 Advanced Design and Layout — 4 credits

This course expands the dimension of the process of design to include specific information and experiences pertaining to advertising design and other advanced design formats.

Lecture hours: 48

Lab/Clinic hours: 32

Prerequisite(s): A minimum grade of D in GRA142 Graphic Imaging, GRA197 Design and Layout II, and GRA200 Applications of Color.

Course Fee:

GRA221 Principles of Illustration — 3 credits

This course develops an understanding of illustration within the context of graphic communications. Students will have the opportunity to produce original illustrations using a variety of media, tools and technique.

Lecture hours: 32

Lab/Clinic hours: 32

Course Fee: \$158.00

GRA227 Interactive Multimedia — 4 credits

This course emphasizes designing interactive presentations using multimedia. Students will conceptualize, design, and deliver interactive content.

Lecture hours: 32

Lab/Clinic hours: 64

Course Fee:

GRA231 Photo Direction — 2 credits

This course presents an overview of the process involved with working with a commercial photographer. Working environment conditions, procedures and expectations for the designer will be covered. An introduction of the basics of digital photography will be provided.

Lecture hours: 32

Lab/Clinic hours:

Prerequisite(s): GRA133 Desktop Publishing and GRA174 Typography

Course Fee:

GRA237 Web Site Construction — 4 credits

This course provides students with the knowledge, skills, and experiences needed to create a Web site. Students will utilize the leading Web site construction software and Web design formatting languages to develop skills in constructing, implementing, and maintaining a Web site.

Lecture hours: 48

Lab/Clinic hours: 32

Prerequisite(s): GRA142 Graphic Imaging

Course Fee:

GRA238 Web Design and Layout — 4 credits

This course provides students with the knowledge, skills, and experiences needed to design and layout a static Website. Students will utilize the leading Website design software and web design formatting languages to develop skills in designing, building, publishing, and maintaining a static Website.

Lecture hours: 48

Lab/Clinic hours: 32

Prerequisite(s): GRA150 Introduction to Web Design and GRA162 Web Page Graphics

Course Fee:

GRA239 CMS Web Design — 3 credits

This course provides students with the knowledge, skills, and experiences needed to develop a dynamic Website. Students will utilize an open source Web Content Management System and leading Website design software to develop skills in implementing, administering, and designing a CMS based Website.

Lecture hours: 32

Lab/Clinic hours: 32

Prerequisite(s): GRA150 Introduction to Web Design and GRA162 Web Page Graphics

Course Fee:

GRA285 Production Processes — 3 credits

This course will utilize desktop pre-press production techniques used for preparing artwork for printing. One color to multi-color techniques will be covered.

Lecture hours: 32

Lab/Clinic hours: 32

Prerequisite(s): GRA124 Electronic Illustration

Course Fee: \$38.00

GRA290 Portfolio Preparation — 3 credits

This course is intended to advance student knowledge in portfolio and resume construction and job search strategies.

Lecture hours: 32

Lab/Clinic hours: 32

Other Requirements: Must be a fourth term Graphic Communications student or have instructor permission.

Course Fee:

Prior to Fall 2006 the course number was GC236U

HCM100 Sanitation and Safety — 2 credits

Studies basic principles of bacteriology, food borne illness, sanitation, workplace safety, personal hygiene, food security, health regulations and inspections. Emphasizes the importance of sanitary equipment and facilities, and pest control. Students must complete the National Restaurant Association Educational Foundation certification exam to pass this course.

Lecture hours: 32

Lab/Clinic hours:

Course Fee:

HCM242 Event Planning and Customer Service — 2 credits

This course will cover all aspects of event planning and customer service relating to the restaurant and hospitality fields. Student will engage in a hands on learning experience of dealing with real life customers and planning events such as company parties, graduations, and wedding receptions.

Lecture hours: 32

Lab/Clinic hours:

Course Fee:

HCM602 Introduction to Food and Bar Operations — 3 credits

Focuses on the management of food and beverage operations in lodging establishments. Includes stewarding, banquets, restaurant, beverage and room service. Prepares students for internships in lodging operations.

Lecture hours: 48

Lab/Clinic hours:

Prerequisite(s): A minimum grade of D- in HCM608 Introduction to Hospitality.

Course Fee:

HCM608 Introduction to Hospitality — 3 credits

Introduction to the food service, lodging, and tourism components of the hospitality industry. Background information, current issues, resume writing, and future challenges in various segments of the industry.

Lecture hours: 48

Lab/Clinic hours:

Course Fee:

HCR110 Residential Forced Air Heating System — 2 credits

This course presents application of energy sources and equipment as they apply to heating, ventilation, air humidification, and filtration systems.

Lecture hours: 16

Lab/Clinic hours: 32

Course Fee:

HCR113 Boiler Fundamentals — 2 credits

This class informs students of the concepts, terms, and the major components of steam systems. Topics include the basic steam heating cycle. Also covered in this course are the safety procedures necessary when working on low-pressure steam boilers and systems. Students will be able to install and maintain specific steam straps and recognize the common piping configurations used with steam heating systems.

Lecture hours: 32

Lab/Clinic hours:

Co-requisite(s): HCR 414 Controls for HVACR; HCR 275 Applied Practices II; HCR 516 HVACR Systems II

Course Fee:

HCR126 Solar Thermal Installation — 2 credits

The Solar Thermal Installation course introduces solar thermal system requirements, design and configurations, installation techniques, operation and their application in residential and commercial construction.

Lecture hours: 16
Lab/Clinic hours: 32

Course Fee:

HCR127 Hydronic Heating Systems — 2 credits

To provide experiences in the operation, layout, and selection, and troubleshooting of residential and light commercial boilers.

Lecture hours: 16
Lab/Clinic hours: 48

Prerequisite(s): HCR429 HVAC App Controls w/Autom Sys
HCR602 HVACR Systems III
HCR852 Operation Strategies
HCR912 HVACR Field Experience

Course Fee:

HCR201 Manual J and D HVAC Design — 3 credits

The Manual J and Manual D Residential HVAC Design course will provide students with the necessary skills to analyze a residential building's heating and cooling loads, and design appropriate ductwork systems. Students will begin the process using pencil and paper worksheets and Excel spreadsheets; then finish using Manual J and Manual D dedicated software programs.

Lecture hours: 32
Lab/Clinic hours: 32

Course Fee:

HCR265 Applied Practices I — 5 credits

This course provides students with practice in servicing and repair of the equipment in the H.V.A.C.R. lab to develop basic proficiency.

Lecture hours: 0
Lab/Clinic hours: 240

Course Fee:

Prior to Fall 2006 the course number was HA102U

HCR275 Applied Practices II — 5 credits

This course provides students with opportunities to apply the theory to practice to become proficient in the service and repair of the equipment in the H.V.A.C.R. lab area.

Lecture hours: 0
Lab/Clinic hours: 240

Prerequisite(s): HCR414 Controls for HVACR and HCR516 HVACR Systems II

Course Fee:

Prior to Fall 2006 the course number was HA132U

HCR402 Applied Electricity for HVACR — 3 credits

This course presents the basic electrical characteristics, reading and developing circuit graphics, test equipment, controls and circuit application.

Lecture hours: 48
Lab/Clinic hours:

Prerequisite(s): HCR265 Applied Practices I, HCR444 HVACR Systems I, and MAT772 Applied Math

Course Fee: \$150.00

Prior to Fall 2006 the course number was HA103U

HCR414 Controls for HVACR — 4 credits

This course presents a more advanced study of electrical controls and their applications and introduces electronics and the controls used in the H.V.A.C.R. systems.

Lecture hours: 64

Lab/Clinic hours:

Prerequisite(s): HCR516 HVACR Systems II, HCR275 Applied Practices II, HCR444 HVACR Systems I, and HCR402 Applied Electricity for HVACR

Course Fee:

Prior to Fall 2006 the course number was HA130U

HCR429 HVAC App Controls with Autom Sys — 2 credits

This course is a study of electronic controls and circuitry systems for H.V.A.C.R.

Lecture hours: 32

Lab/Clinic hours:

Co-requisite(s): HCR127 Hydronic Heating Systems
HCR602 HVACR Systems III
HCR852 Operation Strategies
HCR912 HVACR Field Experience

Course Fee:

HCR444 HVACR Systems I — 4 credits

This course presents alternative application of energy sources and equipment as they apply to heating, ventilation, air cooling, and refrigeration systems.

Lecture hours: 64

Lab/Clinic hours:

Course Fee: \$1,375.00

Prior to Fall 2006 the course number was HA101U

HCR516 HVACR Systems II — 6 credits

This course presents a continuing and advanced study of systems used in heating, ventilation, air cooling, and refrigeration.

Lecture hours: 96

Lab/Clinic hours:

Course Fee: \$105.00

Prior to Fall 2006 the course number was HA131U

HCR602 HVACR Systems III — 2 credits

This course presents alternative application of energy sources and equipment as they apply to heating, ventilation, air-cooling, and refrigeration systems.

Lecture hours: 32

Lab/Clinic hours:

Prerequisite(s): HCR516 HVACR Systems II and HCR502 Applied Controls for HVACR

Course Fee:

Prior to Fall 2006 the course number was HA151U

HCR852 Operation Strategies — 2 credits

This course presents customer relations and principles of successful business techniques. The job search and interview process will also be covered.

Lecture hours: 32

Lab/Clinic hours:

Prerequisite(s): HCR444 HVACR Systems I

Course Fee: \$72.00

Prior to Fall 2006 the course number was HA154U

HCR912 HVACR Field Experience — 2 credits

This course places students in professional settings for experiences in the Heating, Cooling, and Air-Conditioning trades. Emphasis is given to observation of and participation in: troubleshooting, installation document preparation, and business practices.

Lecture hours: 0

Lab/Clinic hours:

Co-op Hours: 128

Prerequisite(s): All first and second semester Heating and Air Conditioning program courses.

Other Requirements: Student must have a cumulative GPA of 2.00 in the Heating and Air Conditioning program.

Course Fee:

Prior to Fall 2006 the course number was HA155U

HEQ100 Introduction to Construction Equipment Operation — 1 credits

The Introduction to Construction Equipment Operation course will provide students with the knowledge of basic requirements and skill sets necessary to become entry level equipment operators in the construction industry. Students will explore the various types of equipment and unique operating characteristics of each. Job site safety and preparation will be discussed as well as PPE and communications with employers, fellow workers, and the public.

Lecture hours: 16

Lab/Clinic hours:

Course Fee:

HEQ102 Preoperational Inspection — 2 credits

This Preoperational Inspection course will give students practice in completing, documenting, and maintaining, inspections and records for the machines they will operate. This course is an introduction in to the proper methods and routines needed to insure that a particular machine is safe to operate as well as properly lubricated and in good working order according to manufacturers' specifications. Students will practice completing daily inspections reports and the steps necessary to report defects. Maintaining records of inspections and repairs will also be covered.

Lecture hours: 16

Lab/Clinic hours: 48

Co-requisite(s): A minimum grade of C in HEQ100 Introduction to Construction Equipment Operation.

Course Fee: \$150.00

HEQ104 Equipment Maintenance I — 2 credits

This course will assist students in the basic knowledge and skills necessary to perform routine maintenance and repairs on different types of construction equipment. Individual component and systems service intervals will be discussed and analyzed. Students will receive practice in fluid and filter replacing as well as recognizing, troubleshooting, replacing and repairing defective and worn components and parts. The need for ongoing operator input and involvement in the maintenance process will be explored.

Lecture hours: 16

Lab/Clinic hours: 48

Prerequisite(s): HEQ100 Introduction to Construction Equipment Operation and HEQ102 Preoperational Inspection

Course Fee:

HEQ105 Skid Steer Operation — 3 credits

The Skid Steer Equipment Operation course will give students access to the hands-on operation of Skid Steer equipment used in the construction industry. Students will be able to develop the motor skills and competencies necessary to safely operate equipment in all sorts of workplace settings and environments. Students will gain practice in operating by completing exercises in moving materials, leveling, grading, digging, trenching, and loading trucks, in all types of terrain and job site conditions. Students will demonstrate proper inspection, start up, operating and shut down procedures on a daily basis. The ability to set up and complete projects according to a written site plan will be practiced.

Lecture hours: 16

Lab/Clinic hours: 96

Co-requisite(s): HEQ100 Introduction to Construction Equipment Operation and HEQ102 Preoperational Inspection

Course Fee: \$150.00

HEQ106 Compact Excavator Operation — 3 credits

The Compact Excavator Operation course will give students access to the hands-on operation of compact excavators used in the construction industry. Students will be able to develop the motor skills and competencies necessary to safely operate equipment in all sorts of workplace settings and environments. Students will gain practice in operating by completing exercises in moving materials, leveling, grading, digging, trenching, and loading trucks, in all types of terrain and job site conditions. Students will demonstrate proper inspection, start up, operating and shut down procedures on a daily basis. The ability to set up and complete projects according to a written site plan will be practiced.

Lecture hours: 16

Lab/Clinic hours: 96

Co-requisite(s): HEQ100 Introduction to Construction Equipment Operation and HEQ102 Preoperational Inspection

Course Fee: \$150.00

HEQ107 Wheel Loader Operation — 2 credits

The Wheel Loader Operation course will give students access to the hands-on operation of Wheel Loaders used in the construction industry. Students will be able to develop the motor skills and competencies necessary to safely operate loaders in all sorts of workplace settings and environments. Students will gain practice in operating by completing exercises in moving materials, leveling, grading, digging, and loading trucks, in all types of terrain and job site conditions. Students will demonstrate proper inspection, start up, operating and shut down procedures on a daily basis. The ability to set up and complete projects according to a written site plan will be practiced.

Lecture hours: 0

Lab/Clinic hours: 96

Co-requisite(s): HEQ100 Introduction to Construction Equipment Operation and HEQ102 Preoperational Inspection

Course Fee: \$150.00

HEQ108 Backhoe Operation — 3 credits

The Backhoe Operation course will give students access to the hands-on operation of equipment used in the construction industry. Students will be able to develop the motor skills and competencies necessary to safely operate equipment in all sorts of workplace settings and environments. Students will gain practice in operating by completing exercises in moving materials, leveling, grading, digging, trenching, and loading trucks, in all types of terrain and job site conditions. Students will demonstrate proper inspection, start up, operating and shut down procedures on a daily basis. The ability to set up and complete projects according to a written site plan will be practiced.

Lecture hours: 16

Lab/Clinic hours: 196

Prerequisite(s): A minimum grade of C in HEQ100 Introduction to Construction Equipment Operation and a minimum grade of C in HEQ102 Preoperational Inspection.

Course Fee: \$150.00

HEQ109 All Terrain Lifts Operation — 2 credits

The All-Terrain Lifts Operation course will give students access to the hands-on operation of all-terrain lifts and platforms used in the construction industry. Students will be able to develop the motor skills and competencies necessary to safely operate equipment in all sorts of workplace settings and environments. Students will gain practice in operating by completing exercises in moving materials, loading and unloading materials from trucks, and operating the work platform safely in all types of terrain and job site conditions. Students will demonstrate proper inspection, start up, operating and shut down procedures on a daily basis. Students will obtain an OSHA Certificate in Fork Lift Operation as part of this program.

Lecture hours: 16

Lab/Clinic hours: 48

Course Fee: \$150.00

HEQ110 Support Equipment Operation — 2 credits

The Support Equipment Operation course will introduce students to various types of mechanized machines and devices used on job sites. Types of equipment include plate compactors, tampers, portable air compressors, jack hammers, concrete buggies, power trowels, concrete saws, and others. Students will gain practice in the safe operation and care of these types of machines.

Lecture hours: 16

Lab/Clinic hours: 48

Prerequisite(s): A minimum grade of C in HEQ100 Introduction to Construction Equipment Operation and a minimum grade of C in HEQ102 Preoperational Inspection.

Course Fee: \$150.00

HEQ111 Jobsite Certifications — 4 credits

The Jobsite Certifications course will introduce students to the various training and certifications required by state and federal agencies for persons actively working on different types of job sites. They will become familiar with the federal and state agencies that have regulatory authority over the construction industry.

Lecture hours: 64

Lab/Clinic hours:

Prerequisite(s): A minimum grade of C in HEQ100 Introduction to Construction Equipment Operation and a minimum grade of C in HEQ102 Preoperational Inspection.

Course Fee:

HEQ113 Equipment Maintenance II — 3 credits

This course will assist students in the basic knowledge and skills necessary to perform routine maintenance and basic repairs on different types of construction equipment. Individual component and systems repair will be discussed and practiced. Students will gain hands-on practice in testing and repairing basic machine components. Arc welding and flame cutting will be introduced.

Lecture hours: 16

Lab/Clinic hours: 96

Prerequisite(s): A minimum grade of C in HEQ100 Introduction to Construction Equipment Operation and a minimum grade of C in HEQ102 Preoperational Inspection.

Course Fee: \$100.00

HEQ114 Track Equipment Operation — 3 credits

The Track Equipment Operation course will give students access to the hands-on operation of track equipped machines used in the construction industry. Students will be able to develop the motor skills and competencies necessary to safely operate track equipped machines in all sorts of workplace settings and environments. Students will be exposed to the unique operating characteristics of track machines by completing exercises in moving materials, leveling, grading, digging, trenching, and loading trucks, in all types of terrain and job site conditions. Students will demonstrate proper inspection, start up, operating and shut down procedures on a daily basis. The ability to set up and complete projects according to a written site plan will be practiced.

Lecture hours: 16

Lab/Clinic hours: 96

Co-requisite(s): A minimum grade of C in HEQ100 Introduction to Construction Equipment Operation and a minimum grade of C in HEQ102 Preoperational Inspection.

Course Fee: \$250.00

HEQ905 Workplace Experience — 3 credits

This course provides students with opportunities to gain on-the-job experience in the construction industry. Students will gain an understanding of qualities and skills needed for success in the equipment operating field. Coordination and guidance will be provided by department instructors.

Lecture hours: 0

Lab/Clinic hours:

Co-op Hours: 192

Prerequisite(s): A minimum grade of C in HEQ100 Introduction to Construction Equipment Operation and a minimum grade of C in HEQ102 Preoperational Inspection.

Course Fee:

HIS117 Western Civilization I: Ancient and Medieval — 3 credits

This course traces the development of Western Civilization from prehistory to 1300 C.E., the end of the High Middle Ages. The role of the Humanities is emphasized. The course explores major political, social, economic, scientific, intellectual, cultural, and religious developments contributing to Western societies. These include the significant events and contributions of early Middle Eastern civilizations, classical and Hellenistic Greece, the Roman Empire, its successors, the rise of the Western Christian church, and Medieval Europe.

Lecture hours: 48

Lab/Clinic hours:

Course Fee:

HIS118 Western Civilization II: Early Modern — 3 credits

This course surveys the development of Western Civilization covering the end of the High Middle Ages of Europe to the French Revolution. The role of the Humanities is emphasized. The course will examine the major political, social, economic, intellectual, cultural, and religious developments contributing to the emergence of modern Western European Society. This includes the significant events and contributions of the Renaissance, the Reformation, the Columbian Exchange, the Scientific Revolution, and the Enlightenment.

Lecture hours: 48

Lab/Clinic hours:

Course Fee:

HIS119 Western Civilization III: The Modern Period — 3 credits

This course will continue exploring the development of Western Civilization covering the period from the French Revolution until the present. The role of the Humanities is emphasized. The course will examine the major political, social, economic, intellectual, cultural, and religious developments contributing toward Western Society. Included are such major developments as the industrial revolution, the French revolution, Romanticism, European colonialism, World War I, World War II, the Cold War, the new European order, and the world of the Twenty-first Century.

Lecture hours: 48

Lab/Clinic hours:

Course Fee:

HIS151 U.S. History to 1877 — 3 credits

This United States history course examines the country's Colonial experience, Revolutionary period, and 19th Century history through Reconstruction. The course includes political, economic, and social history of this period, as well as the development of American thought.

Lecture hours: 48

Lab/Clinic hours:

Course Fee:

Prior to Fall 2006 the course number was HY140T, HY190T

HIS152 U.S. History Since 1877 — 3 credits

This United States history course examines the period from the end of reconstruction to the present. Emphasis is placed upon industrialization and its impact, the development of a strong federal government, an aggressive foreign policy, and a growing involvement in an international economy. The course includes political, economic, and social history of this period, as well as the development of American thought.

Lecture hours: 48

Lab/Clinic hours:

Course Fee:

Prior to Fall 2006 the course number was HY150T, HY191T

HIS201 Iowa History — 3 credits

This history course is a survey of social, political, economic, and cultural developments in Iowa from pre-historic times to the present.

Lecture hours: 48

Lab/Clinic hours:

Course Fee:

HIS251 U.S. History After 1945 — 3 credits

This United States history course examines the American experience from the end of World War II to the present. This course will include the political, diplomatic, intellectual, economic, and social history of the period.

Lecture hours: 48

Lab/Clinic hours:

Prerequisite(s): A minimum grade of 'C-' in HIS152 U.S. History Since 1877

Course Fee:

HIS257 African-American History — 3 credits

This course examines the experiences of African-American society in the United States from origins in Africa to the present.

Lecture hours: 48

Lab/Clinic hours:

Course Fee:

HIS277 History of Women in the U.S. — 3 credits

This course studies United States history from the perspective of women starting in the colonial period through the present day. The course examines the historical development of women's role in the family, concepts of sexuality, economic and political roles, and intellectual tradition. A comparative analysis of women's roles in other areas of the world is also provided.

Lecture hours: 48

Lab/Clinic hours:

Prerequisite(s): A minimum grade of 'C-' in HIS151 U.S. History to 1877, or HIS152 U.S. History Since 1877, or WST101 Women's Studies

Course Fee:

Prior to Fall 2006 the course number was HY240T

HIT125 Essentials of Health Records — 2 credits

This course familiarizes students with the origin, uses, content and format of health records, including both paper and electronic health records. It covers required standards for health records, organization of records, and analysis of health record data.

Lecture hours: 32

Lab/Clinic hours: 0

Course Fee:

HIT215 Introduction to CPT — 2 credits

Introduces the use of the CPT classification system with emphasis on coding in the physician's office for reimbursement purposes.

Lecture hours: 32

Lab/Clinic hours: 0

Prerequisite(s): A minimum grade of C- in HSC116 Beginning Medical Terminology

Course Fee:

HIT240 Advanced Coding and Classification — 3 credits

Enables students to accurately apply more advanced ICD-CM codes to diseases and procedures in

compliance with reimbursement and prospective payment system guidelines with use of coding resources.

Lecture hours: 48

Lab/Clinic hours: 0

Prerequisite(s): A minimum grade of D- in HIT250 Coding I (ICD)

Course Fee:

HIT250 Coding I (ICD) — 3 credits

This course introduces the concepts necessary for entry-level coding of diseases, injuries, and hospital procedures.

Lecture hours: 48

Lab/Clinic hours:

Prerequisite(s): A minimum grade of D- in HSC116 Beginning Medical Terminology.

Course Fee:

HIT280 CPT-4 Coding — 3 credits

Continues more complex concepts of procedural coding utilizing the Current Procedural Terminology, 4th Edition (CPT-4) classification system. Includes practical application of coding outpatient/ambulatory records.

Lecture hours: 48

Lab/Clinic hours: 0

Prerequisite(s): A minimum grade of D- in HIT215 Introduction to CPT

Course Fee:

HIT510 Coding Certification Review — 2 credits

This course reviews and summarizes the information received in the medical billing/coding program to prepare students for a national coding certification exam.

Lecture hours: 32

Lab/Clinic hours: 0

Prerequisite(s): A minimum grade of D- in HIT240 Advanced Coding and Classification and a minimum grade of D- in HIT280 CPT-4 Coding.

Course Fee:

HSC108 Introduction to Health Professions — 2 credits

This course introduces the student to the healthcare system and provides an opportunity to explore a wide variety of health careers/professions. Content includes a broad overview of the state and federal regulations governing healthcare. Students will explore ethical and legal responsibilities within the healthcare system including expectations for professional behavior. Also included are the standards for HIPAA, infection control, and hazardous communication. Students will receive child and dependent adult abuse training and certification. Basic infection control protocols and vital sign skills will be conducted.

Lecture hours: 32

Lab/Clinic hours:

Course Fee:

HSC113 Medical Terminology for Health Sciences — 2 credits

This course presents the foundation necessary to develop a basic medical terminology vocabulary. Emphasis on the components of terms as related to each body system will be provided. The course further provides the student with the opportunity to properly spell, pronounce, and utilize medical terms. The utilization of a medical dictionary will also be a focus.

Lecture hours: 32

Lab/Clinic hours:

Course Fee:

HSC116 Beginning Medical Terminology — 4 credits

This course introduces the concepts necessary for building a basic medical vocabulary.

Lecture hours: 48

Lab/Clinic hours: 48

Course Fee:

HSC124 Advanced Medical Terminology — 4 credits

This course continues to build a medical vocabulary through the study of anatomy and physiology, common diseases, and surgeries of the body systems.

Lecture hours: 48

Lab/Clinic hours: 48

Prerequisite(s): A minimum grade of C- in HSC116 Beginning Medical Terminology.

Course Fee:

Prior to Fall 2006 the course number was MS132U

HSC217 Introduction to Pathology — 3 credits

Introduces the study of pathology. Includes description, etiology, signs and symptoms, diagnostic procedures, current medical treatment, progress and prevention of disease in each body system, with emphasis on basic concepts and terminology.

Lecture hours: 48

Lab/Clinic hours: 0

Prerequisite(s): A minimum grade of C- in HSC116 Beginning Medical Terminology

Course Fee:

HUM130 Holocaust Perspectives: Confronting the Future — 3 credits

The Holocaust, or Shoah, will be studied from a combination of historical, sociological, scientific, literary, and artistic approaches. The course will examine how this Twentieth Century genocide was used as a technique of political control and racial persecution. It will also look at the causes and functions of the Holocaust to draw parallels to the current resurgence of similar events and ideologies based on race, religion, and other prejudices.

Lecture hours: 48

Lab/Clinic hours:

Course Fee:

HUM140 Shakespeare: Dramatist, Psychologist, Historian — 3 credits

This course will include a study of several plays by William Shakespeare, including two tragedies, two histories, and two comedies. Study of these plays will start with an examination of the historical period, which provides both the context in which the plays were written and the settings within the plays. Focus will then shift to a dramatic analysis of recurring themes, ideas, characterizations, and psychological profiles. It will end with a discussion of the contributions of Shakespeare to Western civilization and humanity as a whole. Also taught as LIT145.

Lecture hours: 48

Lab/Clinic hours:

Course Fee:

IND100 Basic Mechanical Systems — 2 credits

This course provides the student with introductory knowledge, skills in use of tools, and components by mechanics.

Lecture hours: 16

Lab/Clinic hours: 32

Course Fee:

Prior to Fall 2006 the course number was IS100U

IND111 Industrial Safety Mechanical Systems — 1 credits

This course provides students with information required to understand industrial safety issues and procedures. Studies include hazard communication, lock-out/tag-out, egress, fire extinguishers, MSD sheets, and material handling. Upon successful completion the student will be eligible for a 10 hour OSHA 501 certification.

Lecture hours: 16

Lab/Clinic hours:

Course Fee:

Prior to Fall 2006 the course number was ST248U

IND145 Mechanical Power Transfer — 2 credits

This course provides the student with the knowledge and skills necessary to troubleshoot maintain and repair mechanical power systems. Such as bearings, gears, clutches, belts, and seals.

Lecture hours: 16

Lab/Clinic hours: 32

Course Fee:

Prior to Fall 2006 the course number was IS106U

IND181 Heating, Ventilating, and Air Conditioning Systems — 2 credits

The Heating, Ventilating and Air Conditioning Systems (HVAC) course will introduce students to the environmental function control of temperature, moisture content, air quality and air circulation in a conditioned space. Our labs allow the learner to view and examine various types of HVAC systems with respect to installation, components, and characteristics.

Lecture hours: 16

Lab/Clinic hours: 32

Course Fee:

INT102 Residential Studio I — 5 credits

This orientation to the field of interior design examines the fundamental concepts while providing the necessary foundation for subsequent courses. Initial laboratory projects give the student an opportunity to solve design problems.

Lecture hours: 0

Lab/Clinic hours: 160

Course Fee: \$99.00

Prior to Fall 2006 the course number was ID102U

INT104 Visual Presentation Methods I — 4 credits

This course is an introduction to drawing and rendering for interior design. The course covers the

fundamentals of free-hand sketching, paraline drawings and one-point and two-point perspectives. Studio projects will be rendered using hands-on and electronic media. The student will be introduced to the basic CAD skills needed to complete two-dimensional drawings using computer aided design software.

Lecture hours: 32

Lab/Clinic hours: 64

Course Fee:

INT115 Basic Drafting Fundamentals — 3 credits

This course is an introduction to the fundamentals of drafting and lettering. Students will learn to use drafting tools while applying the basic theory of architectural drafting. Universal drafting concepts, including line weights and types, scale, and elevation are addressed.

Lecture hours: 48

Lab/Clinic hours:

Course Fee:

INT117 Interior Design Materials I — 2 credits

This course provides information about the properties, selection, specification, application and installation of materials used in the interior.

Lecture hours: 32

Lab/Clinic hours:

Course Fee:

INT119 Design and Color for Interiors — 2 credits

This course provides an introduction to the elements and principles of design as it relates to the interior environment. Color properties, relationships and effects are analyzed. Two-dimensional studio projects will be explored through a variety of media.

Lecture hours: 32

Lab/Clinic hours:

Course Fee:

INT121 Visual Presentation Methods II — 3 credits

This course is a continuation of AutoCAD and provides an introduction to other industry specific software.

Lecture hours: 48

Lab/Clinic hours:

Prerequisite(s): INT104 Visual Presentation Methods I

Course Fee:

INT123 Historical Interiors — 3 credits

The course is a survey of historical interiors, furniture and architecture from the ancient world to the industrial period.

Lecture hours: 32

Lab/Clinic hours: 32

Course Fee:

INT135 Residential Studio II — 4 credits

This course is a continuation and compilation of the study of residential spaces. The student will execute the design of an entire home from initial concept to final presentation.

Lecture hours: 0

Lab/Clinic hours:

Prerequisite(s): INT102 Residential Studio I

Course Fee: \$130.00

Prior to Fall 2006 the course number was ID135U

INT138 Kitchen Design — 4 credits

This studio course focuses on the planning and design of the residential kitchen using the National Kitchen & Bath Association (NKBA) guidelines. The student will complete a comprehensive project including the selection of cabinets, countertops, appliances, and finishes.

Lecture hours: 48

Lab/Clinic hours: 32

Prerequisite(s): INT102 Residential Studio I and INT104 Visual Presentation Methods I

Course Fee:

INT202 Contract Studio I — 5 credits

This course and Contract Studio II involve the design of non-residential interiors. While initial projects are office spaces, later studio problems concern other selected contract interiors. Project presentation allows experimentation with new media and techniques.

Lecture hours: 0

Lab/Clinic hours: 160

Prerequisite(s): INT135 Residential Studio II and INT209 CAD for Interior Designers

Course Fee: \$690.00

Prior to Fall 2006 the course number was ID202U

INT203 Interior Design Materials II — 3 credits

This course continues the information about the properties, selection, specification, application and installation of materials used in the interior.

Lecture hours: 48

Lab/Clinic hours:

Course Fee:

INT234 Contract Studio II — 4 credits

This course continues to apply the design process to commercial space planning. Emphasis is on designing various commercial environments

Lecture hours: 16

Lab/Clinic hours: 96

Prerequisite(s): INT202 Contract Studio I

Course Fee:

INT236 Building Systems — 4 credits

This course includes an introduction to building construction and structure, mechanical systems, sustainable design strategies and architectural remodeling.

Lecture hours: 48

Lab/Clinic hours: 32

Prerequisite(s): INT135 Residential Studio II

Course Fee:

INT237 Modern Interior — 2 credits

The course is a survey of modern furniture, interiors and architecture from the industrial period to the present. The emphasis is on noted architects, designers, buildings and furniture.

Lecture hours: 32

Lab/Clinic hours:

Course Fee:

INT241 Interior Design Study Tour — 1 credits

The study tour incorporates a trip to a major market city where students have the opportunity to tour market showrooms, architecturally significant homes, commercial spaces, art museums, and other related activities.

Lecture hours: 0

Lab/Clinic hours: 32

Other Requirements: Must be 4th term Interior Design student with a 2.00 GPA.

Course Fee: \$500.00

Prior to Fall 2006 the course number was ID240U

INT335 Professional Practice — 3 credits

This course examines the unique aspects of the profession of interior design and explores business principles, ethics, and techniques that contribute to a successful design practice. Students explore portfolio development and the job search skills for entry into the field.

Lecture hours: 48

Lab/Clinic hours:

Other Requirements: Must be 4th term Interior Design student with at least a 2.00 GPA.

Course Fee: \$47.00

Prior to Fall 2006 the course number was ID236U

INT337 Interior Design Seminar — 2 credits

This course is an introduction to the interior design profession through directed course work and preparation for the internship experience. Students will explore portfolio development, presentation preparation, and the job search skills for entry into the field

Lecture hours: 32

Lab/Clinic hours:

Prerequisite(s): Must be a fourth term Interior Design student. Must have a cumulative GPA of 2.00 or better.

Co-requisite(s): INT933 Internship

Course Fee:

INT933 Internship — 2 credits

Supervised experience in the field of interior design. Students will complete 128 hours of practical work experience while integrating theory, research and reflective practice.

Lecture hours: 0

Lab/Clinic hours: 128

Prerequisite(s): Must be a fourth term Interior Design student. Must have a cumulative GPA of 2.00 or better.

Co-requisite(s): INT337 Interior Design Seminar

Course Fee:

ITP128 Introduction to Deaf Studies — 3 credits

This course is a general introduction to deaf studies and is examined from a multidisciplinary perspective. There is discussion about deaf art, cinema, theater, socialization, and the difference between American Sign Language (ASL) and English.

Lecture hours: 48

Lab/Clinic hours:

Course Fee:

LIT101 Introduction to Literature — 3 credits

This course studies multiple literary forms and genres. Students will be introduced to literary terminology, analysis and interpretation of literature, and a variety of authors and literary styles. Instruction will emphasize the process of reading to develop and interpret meaning and classroom discussions encouraging students to share interpretations. Students will also respond to literature through informal and formal written assignments that foster skill in analysis and interpretation.

Lecture hours: 48

Lab/Clinic hours:

Prerequisite(s): A minimum grade of 'D-' in RDG040 College Preparatory Reading III AND
A minimum grade of 'D-' in ENG061 College Preparatory Writing II (or appropriate placement scores:
COMPASS Reading 82 and COMPASS Writing 65).

Course Fee:

Prior to Fall 2006 the course number was LR100T

LIT133 Minority Voices in U.S. Literature — 3 credits

This course will explore the issues and themes developed in the literature written by minority authors, often underrepresented in the traditional literary canon. The course will focus on works by various dispossessed groups, including African-Americans, Hispanics, Native Americans, Asians, and women. Genre to be read will include short stories, poetry, and novels. Emphasis will be on the ideas and issues shared in common by the various silenced groups and the unique perspective of each. Class activities will build on students' skills in reading, discussing, and writing about literature acquired in Introduction to Literature.

Lecture hours: 48

Lab/Clinic hours:

Prerequisite(s): LIT101 Introduction to Literature

Course Fee:

Prior to Fall 2006 the course number was LR201T

LIT142 Major British Writers — 3 credits

This course is designed to give the freshman and/or sophomore level student a survey of the major author/trends in British Literature from Anglo-Saxon times to contemporary. Prose, poetry, and drama will be the featured genres. The course is designed to trace the development, achievements, and traditions of the British literary art. Major authors include Chaucer, Shakespeare, Donne, Johnson, Wordsworth, Shelley, Dickens, George Eliot, Lawrence, Shaw, and Conrad.

Lecture hours: 48

Lab/Clinic hours:

Course Fee:

Prior to Fall 2006 the course number was LR110T

LIT189 Women and Literature — 3 credits

This course examines the predominant ways in which women have been portrayed by both male and female writers. It will also focus on the effects these recurring images may have on expectations for real women.

Lecture hours: 48

Lab/Clinic hours:

Course Fee:

Prior to Fall 2006 the course number was LR202T

LIT949 Special Topics in Literature — 1 credits

This course will explore literature focused on a specific theme, genre, or author; introducing the specified topic and seeking to develop appreciation of the selected literature. Selected topics may include but are not limited to: detective fiction, science fiction, short stories, regional writers, or the work of a specific author.

Students may earn 1-3 credits.

Lecture hours: 16-48

Lab/Clinic hours:

Course Fee:

MAP123 Administrative Medical Office Procedures — 3 credits

This course will cover a variety of office procedures and practices such as proper telephone techniques, medicolegal responsibilities, medical records management, and fees and credit arrangements will be covered.

Lecture hours: 32

Lab/Clinic hours: 32

Prerequisite(s): HSC116 Beginning Medical Terminology and ADM105 Introduction to Keyboarding and BCA134 Word Processing and ADM148 Transcription

Course Fee:

Prior to Fall 2006 the course number was MS133U

MAP132 Medical Transcription — 2 credits

This course continues to build and strengthen skills involving grammar, punctuation, spelling, and use of reference materials by transcribing a variety of medical reports.

Lecture hours: 16

Lab/Clinic hours: 48

Prerequisite(s): HSC116 Beginning Medical Terminology, ADM148 Transcription, and ADM159 Proofreading and Editing

Course Fee:

Prior to Fall 2006 the course number was MS154U

MAP141 Medical Insurance — 3 credits

This course is an introduction to various details and forms relative to medical insurance programs and CPT coding.

Lecture hours: 48

Lab/Clinic hours:

Prerequisite(s): A minimum grade of D- in HIT250 Coding I (ICD).

Course Fee:

Prior to Fall 2006 the course number was MS136U

MAP152 Computer Patient Billing — 2 credits

This course is an introduction to an automated patient billing software will be covered in this course.

Lecture hours: 16

Lab/Clinic hours: 32

Prerequisite(s): A minimum grade of D- in MAP141 Medical Insurance.

Course Fee:

Prior to Fall 2006 the course number was MS205U

MAP511 Pharmacology for the Medical Secretary — 1 credits

This course studies basic knowledge, understanding, and skills necessary to use common pharmaceutical references and spell commonly used drugs.

Lecture hours: 16

Lab/Clinic hours:

Prerequisite(s): HSC116 Beginning Medical Terminology

Course Fee:

Prior to Fall 2006 the course number was MS152U

MAT045 Fundamentals of Math — 4 credits

This course is designed to help students meet minimum competencies for their basic skills in mathematics in the areas of whole numbers, fractions, decimals, percent, and ratio/proportion. Critical thinking, problem solving, and conceptual development are emphasized. Students will be prepared for learning higher order mathematical concepts.

Lecture hours: 64

Lab/Clinic hours:

Prerequisite(s): Appropriate Placement Scores or Equivalent

Other Requirements: Appropriate placement scores or equivalent

Course Fee:

Prior to Fall 2006 the course number was SC034D

MAT048 Preparatory Math for Elementary Algebra — 4 credits

This course is designed to prepare students for Elementary Algebra. The course will provide instruction in arithmetic and introduce algebra. Students successfully completing the course will meet competencies in basic arithmetic with whole numbers, integers, fractions, and decimals. Successful completion will assure skills needed for basic algebraic problems and a variety of application problems.

Lecture hours: 64

Lab/Clinic hours:

Prerequisite(s): Appropriate Placement Score

Course Fee:

MAT052 Pre-Algebra — 3 credits

This course is designed to combine both classroom instruction and individualized instruction to prepare students for Algebra. Teacher-student interaction as well as student interaction with one another will be

provided for and encouraged.

Lecture hours: 48

Lab/Clinic hours:

Prerequisite(s): MAT045 Fundamentals of Math, appropriate placement scores, or equivalent

Course Fee:

Prior to Fall 2006 the course number was SC035D

MAT063 Elementary Algebra — 4 credits

This course is designed to combine both classroom instruction and individualized instruction to provide students with the critical thinking skills necessary for their subsequent courses and programs. Teacher-student interaction, as well as student interaction with one another, will be provided for and encouraged.

Lecture hours: 64

Lab/Clinic hours:

Prerequisite(s): MAT052 Pre-Algebra, appropriate placement scores, or equivalent

Course Fee:

Prior to Fall 2006 the course number was SC038D

MAT102 Intermediate Algebra — 4 credits

This course will prepare the student for College Algebra and Trigonometry or other equivalent course work. Topics include properties of real numbers, linear and quadratic equations, graphs of polynomial functions, systems of equations, polynomial and rational expressions, inequalities, integral and rational exponents, radicals, and complex numbers.

Lecture hours: 64

Lab/Clinic hours:

Prerequisite(s): A minimum grade of C- in MAT 063 Elementary Algebra or COMPASS Algebra score 42-65.

Course Fee:

Prior to Fall 2006 the course number was MA113T

MAT110 Math for Liberal Arts — 3 credits

This is a one semester liberal arts mathematics course that satisfies the minimum general education requirement for math. The course is designed to impart math skills which are helpful in everyday life as well as to expose students to areas of mathematics they may not have seen before. Topics include problem-solving skills, set theory, algebra, consumer mathematics, probability, and statistics. Other topics may be included.

Lecture hours: 48

Lab/Clinic hours:

Prerequisite(s): MAT063 Elementary Algebra or equivalent COMPASS score

Course Fee:

Prior to Fall 2006 the course number was MA111T

MAT122 College Algebra — 5 credits

Begins a two semester sequence to prepare students for the calculus sequence. The central theme is the concept of functions, their properties, graphs and applications. Functions studied include polynomial, rational, exponential, and logarithmic functions.

Lecture hours: 80

Lab/Clinic hours:

Prerequisite(s): MAT102 Intermediate Algebra or equivalent COMPASS score

Course Fee:

Prior to Fall 2006 the course number was MA150T

MAT128 Precalculus — 4 credits

This one-semester pre-calculus course is intended for the student with a solid algebra background who intends to take calculus. It is also beneficial (but not required) for the student to have a background in trigonometry. The course will emphasize functions using an analytical, numerical, and graphical approach. The student will study linear, polynomial, rational, exponential, logarithmic and trigonometric functions along with their applications.

Lecture hours: 64

Lab/Clinic hours:

Prerequisite(s): Appropriate Placement Test Scores: ACT Math Score of 25 OR Compass Score of 51-100 in the College Algebra Domain or 31-50 in the Trigonometry Domain.

Other Requirements: Successful completion (C or better) of three years of high school mathematics including two years of algebra and one year of geometry and/or trigonometry, or appropriate mathematics placement score.

Course Fee:

Prior to Fall 2006 the course number was MA153T

MAT134 Trigonometry and Analytic Geometry — 3 credits

This course is the second course of a two-semester pre-calculus sequence. Topics include trigonometry and applications, vectors, analytic geometry, and polar and parametric equations.

Lecture hours: 48

Lab/Clinic hours:

Prerequisite(s): MAT122 College Algebra

Course Fee:

MAT151 Math Reasoning for Teachers I — 3 credits

This course explores mathematics as problem solving, communication, connections, and reasoning with regard to tasks involving numeration, relationships, estimation, and number sense of whole and rational numbers, probability and statistics. Activities and models appropriate to elementary school mathematics are used to represent these topics. This course does not count toward the mathematics requirement for the AA or AS degree.

Lecture hours: 48

Lab/Clinic hours:

Prerequisite(s): A minimum grade of 'C' in MAT063 Elementary Algebra or equivalent COMPASS score.

Course Fee:

MAT156 Statistics — 3 credits

This course is a study of descriptive statistics including graphical representation, central tendency, correlation and regression, intuitive treatment of probability, and inferential statistics including hypothesis testing.

Lecture hours: 48

Lab/Clinic hours:

Prerequisite(s): MAT063 Elementary Algebra or appropriate placement score.

Course Fee:

Prior to Fall 2006 the course number was MA140T, MA191T

MAT210 Calculus I — 4 credits

This course is the first in a calculus sequence. The course covers topics including functions and their graphs, limits, derivatives and applications of differentiation, and integrals.

Lecture hours: 64

Lab/Clinic hours:

Prerequisite(s): MAT134 Trigonometry & Analytic Geometry and three years of high school mathematics including trigonometry

Course Fee:

Prior to Fall 2006 the course number was MA155T

MAT216 Calculus II — 4 credits

This course is a continuation of MAT-210 Calculus I. The course covers topics including integration techniques related to surface areas and volumes, infinite series, conic sections, parametric equations, and polar coordinates.

Lecture hours: 64

Lab/Clinic hours:

Prerequisite(s): MAT210 Calculus I or equivalent

Course Fee:

Prior to Fall 2006 the course number was MA156T

MAT219 Calculus III — 4 credits

This course is a continuation of MAT-216 Calculus II. The course covers topics including integration and differentiation techniques related to vectors, vector-valued functions, functions of several variables, multiple integration, and vector analysis.

Lecture hours: 64

Lab/Clinic hours:

Prerequisite(s): MAT216 Calculus II or equivalent

Course Fee:

Prior to Fall 2006 the course number was MA157T

MAT504 Electronics Math I — 4 credits

This course presents algebraic concepts, trigonometric concepts, and problem solving as applied to electronics. Specific topics included are: algebraic mathematical operations, equations manipulation and solving, quadratic equations, systems of equations, determinants and matrixes, special products and factoring, graphing, trigonometric functions, solutions of triangles, exponents and radicals, complex number systems, and elements of plane vectors.

Lecture hours: 48

Lab/Clinic hours: 32

Prerequisite(s): MAT063 Elementary Algebra or appropriate assessment score

Course Fee:

Prior to Fall 2006 the course number was EE104U

MAT514 Electronics Math II — 4 credits

This course presents logarithms as applied to electronics; number systems for computers, Boolean algebra, mapping, and statistics as used in the electronic industry.

Lecture hours: 48

Lab/Clinic hours: 32

Prerequisite(s): MAT504 Electronics Math I

Course Fee:

Prior to Fall 2006 the course number was EE134U

MAT744 Technical Math — 4 credits

This course exposes students to the real number system, solution of linear equations, formula rearrangement, solution of word problems, functions and graphs, polynomials, factors and factorization, exponent functions, and exponential equations. Emphasis is placed on critical thinking and problem solving skills.

Lecture hours: 64

Lab/Clinic hours:

Prerequisite(s): MAT063 Elementary Algebra, appropriate COMPASS math placement score, or equivalent

Course Fee:

Prior to Fall 2006 the course number was MA112U

MAT747 Technical Math II — 4 credits

In this course students continue the study of mathematics in various technical applications including trigonometry, geometry, polynomials, vectors, and complex numbers.

Lecture hours: 64

Lab/Clinic hours:

Prerequisite(s): A minimum grade of C- in MAT744 Technical Math.

Course Fee:

MAT764 Math for Welders — 2 credits

This course introduces the basic mathematics principles that are used in the welding and metal fabrication field. Topics include whole numbers, common fraction, decimal fractions, measurement, percentages, and the metric system. This course includes hands on measuring activities.

Lecture hours: 32

Lab/Clinic hours:

Course Fee:

Prior to Fall 2006 the course number was WL113U

MAT772 Applied Math — 3 credits

This course is designed to present basic facts of arithmetic including whole numbers, fractions, decimals, powers, roots, English and metric measurement, ratio-proportion, percents, introduction to algebra, and introduction to geometry. Instruction includes use of scientific hand-held calculators with emphasis placed on critical thinking and problem solving skills.

Lecture hours: 48

Lab/Clinic hours:

Course Fee:

Prior to Fall 2006 the course number was MA110U

MAT778 Applied Geometry/ Trigonometry — 3 credits

This course emphasizes practical applications of algebra, geometry, and trigonometry. An understanding of mathematical concepts is stressed in all topics ranging from general arithmetic processes to trigonometry and compound angles. The use of a scientific calculator is introduced and developed throughout the course.

Lecture hours: 48

Lab/Clinic hours:

Prerequisite(s): MAT772 Applied Math or appropriate placement score

Course Fee:

Prior to Fall 2006 the course number was MA116U

MAT924 Honors Project — 1 credits

This course involves in-depth independent research on an approved topic under supervision of a faculty member. Upon project's completion, results will be shared with community of peers and faculty. May be taken for up to 3 credits.

Lecture hours: 16

Lab/Clinic hours:

Course Fee:

MFG107 Introduction to 3D Modeling — 3 credits

This course will introduce students to designing parts using AutoCAD Inventor software, in addition to digitizer and 3-D printer technology. The course includes a basic overview of 3-D software capabilities applied to tooling design.

Lecture hours: 32

Lab/Clinic hours: 48

Course Fee:

MFG111 Machinery's Handbook — 1 credits

Students will gain knowledge and practical experience in the application and interpretation of information, charts, and formulas located within the Machinery's Handbook.

Lecture hours: 16

Lab/Clinic hours:

Course Fee:

Prior to Fall 2006 the course number was GT203U

MFG122 Machine Trade Printreading I — 3 credits

This course provides the student with the necessary knowledge to read and interpret basic prints used in the machining industry. It covers terminology, line-types, and drawing interpretation. First and third angle orthographic projection, dimensioning methods, and tolerancing are the major topics covered.

Lecture hours: 48

Lab/Clinic hours:

Course Fee:

Prior to Fall 2006 the course number was IT102U

MFG142 Geometric Dimensioning and Tolerancing — 3 credits

This course introduces the student to the use of Geometric Dimensioning and Tolerancing. It consists primarily learning the names, meanings, and application of the symbols used on engineering drawings that include GD&T.

Lecture hours: 48

Lab/Clinic hours:

Prerequisite(s): MFG122 Machine Trade Printreading I OR equivalent print reading skills as determined by the instructor.

Course Fee:

MFG153 Basic Blueprint Reading — 3 credits

This course covers principles essential to the interpretation of mechanical prints, sketching of views, and geometric tolerancing.

Lecture hours: 48

Lab/Clinic hours:

Course Fee:

Prior to Fall 2006 the course number was IS101U

MFG157 Intro to CNC Programming I — 2 credits

In this course students will create basic programs for CNC mills. Student will use a plain ASCII text editor (like Notepad) to input basic industry standard G and M code programs. Programs are run on verification software to ensure accuracy. Speed and feed calculations, operator notes and start-up lines, mill tooling types and procedures, rectangular coordinates, canned (drill) cycles, and file management are other areas of study.

Lecture hours: 32

Lab/Clinic hours:

Co-requisite(s): MFG305 CNC Operations

Course Fee:

MFG158 Intro to CNC Programming II — 2 credits

In this course students will create programs for CNC mills using cutter diameter compensation, sub-routines, and sub-programs. Students will also write start-up lines and basic level programs on CNC lathes. Students will use a plain ASCII text editor (like Notepad) to input basic industry standard G and M code programs. Programs are run on verification software to ensure accuracy. Lathe tooling, typical turning procedures, cutter nose radius compensation, and tip orientation are other areas of study.

Lecture hours: 32

Lab/Clinic hours:

Prerequisite(s): MFG157 Intro to CNC Programming I

Co-requisite(s): MFG305 CNC Operations, MFG157 Intro to CNC Programming I

Course Fee:

MFG193 Machine Shop Processes — 3 credits

This course is designed to develop basic skills in precision measurement and layout tools, machine operations for lathes, mills, drills, and surface grinders.

Lecture hours: 16

Lab/Clinic hours: 64

Course Fee:

Prior to Fall 2006 the course number was IS158U

MFG202 Manufacturing Processes — 2 credits

Manufacturing processes are introduced through units of instruction which include: plastics and methods of processing them into products, the production and processing of ferrous and non-ferrous metals, foundry and casting processes, hot-work and cold-working metal processes, and metal forming processes.

Lecture hours: 32

Lab/Clinic hours:

Course Fee:

Prior to Fall 2006 the course number was IT210U

MFG211 Basic Machine Theory — 2 credits

This course presents basic machining processes and concepts necessary to set-up and operate machine shop equipment.

Lecture hours: 32

Lab/Clinic hours:

Course Fee:

Prior to Fall 2006 the course number was MC103U

MFG214 Advanced Machine Theory — 2 credits

Learn advanced machining processes and concepts used while operating machine shop equipment.

Lecture hours: 32

Lab/Clinic hours:

Prerequisite(s): MFG211 Basic Machine Theory and MFG222 Machine Operations I

Course Fee:

Prior to Fall 2006 the course number was MC131U

MFG222 Machine Operations I — 4 credits

This course is an introductory machining course presenting basic machining operations. The student will perform basic operations on lathes, horizontal + vertical-milling machines, drilling machines, saws, various types of grinders, and precision measuring equipment.

Lecture hours: 32

Lab/Clinic hours: 96

Prerequisite(s): MFG211 Basic Machine Theory

Course Fee: \$242.00

Prior to Fall 2006 the course number was MC105U

MFG228 Machine Operations II — 4 credits

This is an advanced hands-on machining course.

Lecture hours: 32

Lab/Clinic hours: 96

Prerequisite(s): MFG211 Basic Machine Theory and MFG222 Machine Operations I

Course Fee: \$60.00

Prior to Fall 2006 the course number was MC133U

MFG305 CNC Operations — 2 credits

This course introduces CNC Lathe and CNC Mill operation, shop safety, part inspection, CNC cutting tool types and uses, as well as part holding techniques. Students will work in small groups on industrial sized CNC lathes and CNC machining centers to simulate what CNC Operators do in industry. Fanuc and other common CNC machine controllers are used. Back-Plotting (to simulate cutting operations) is used to help eliminate errors before actually running parts on CNC equipment.

Lecture hours: 0

Lab/Clinic hours: 96

Course Fee: \$42.00

Prior to Fall 2006 the course number was MC107U

MFG306 CNC Operations II — 2 credits

This program is similar to CNC Operations I except students will run Hawkeye's CNC Lathes and Machining Centers individually rather than in groups to prove individual understanding of CNC machine operation. Manual equipment will be utilized to perform secondary operations. Manual and CMM inspection equipment will also be experienced. Students will back-plot, set-up, and run unproven programs to ensure the student can find and correct CNC program errors.

Lecture hours: 0

Lab/Clinic hours: 96

Prerequisite(s): MFG305 CNC Operations and MFG308 CNC Programming Theory

Course Fee: \$42.00

Prior to Fall 2006 the course number was MC135U

MFG308 CNC Programming Theory — 4 credits

In this course students will create basic programs for CNC lathes and CNC mills and will use certification software to assure accuracy. Programming on other common CNC machine types are experienced through computer simulation. Students use Windows 95 to create CNC programs and perform file management operations. Other areas of study will include common machining techniques, tool holder and insert selection, and problem solving.

Lecture hours: 64

Lab/Clinic hours:

Prerequisite(s): MFG305 CNC Operations is recommended

Course Fee:

Prior to Fall 2006 the course number was MC109U

MFG309 CNC Programming Theory II — 4 credits

This course teaches mid-level CNC programming including controller specific canned cycles, cutter compensation, machine capabilities, and optimizing speeds and feeds by using insert manufacturer's test data. Programming on other common CNC machine types are experienced through computer simulation. Students use Windows 95 to create CNC programs and perform file management operations. There is also a review of basic CNC machining techniques.

Lecture hours: 0

Lab/Clinic hours: 64

Prerequisite(s): MFG308 CNC Programming Theory

Course Fee:

Prior to Fall 2006 the course number was MC137U

MFG321 Computer Aided Machining — 4 credits

This course introduces the student to computer aided manufacturing. Master CAM software will be used to generate part geometry, tool paths, and machine language programs in both turning centers and machining centers.

Lecture hours: 64

Lab/Clinic hours:

Prerequisite(s): MFG306 CNC Operations II and MFG309 CNC Programming Theory II

Course Fee:

Prior to Fall 2006 the course number was MC203U

MFG363 Hydraulic Jigs and Fixtures — 3 credits

In this course students will build jigs and fixtures using blueprints, knowledge, and skills developed in Basic Machine Concepts and Operations. Students are required to build and run hydraulic jigs and fixtures working within the tolerance of the print.

Lecture hours: 16

Lab/Clinic hours: 96

Prerequisite(s): MFG211 Basic Machine Theory and MFG222 Machine Operations I

Course Fee: \$93.00

Prior to Fall 2006 the course number was MC150U

MFG380 EDM Fundamentals — 2 credits

This course covers the basics of wire and ram type EDMing. Classroom instruction includes the theory and fundamentals of EDMing, wire and electrode materials, the role of deionized water and dielectric fluids, power supplies, computer numerical control (CNC) EDM. Lab work consists of fabrication of electrodes and setup and operation of EDM machine tools.

Lecture hours: 16

Lab/Clinic hours: 48

Course Fee:

Prior to Fall 2006 the course number was IT212U

MFG404 Basic Diemaking — 6 credits

This is a course in basic tool and die theory, building procedures, and techniques. Units of instruction include principles of piercing, blanking, and bending as well as die terminology and construction applications.

Lecture hours: 32

Lab/Clinic hours: 192

Prerequisite(s): A minimum grade of 'D' in each of the following courses:

- MFG211 Basic Machine Theory
- MFG222 Machine Operations I
- MFG214 Advanced Machine Theory
- MFG 228 Machine Operations II

Co-requisite(s): MFG410 CAD Die Design

Course Fee:

MFG410 CAD Die Design — 3 credits

This course is the study of die assembly prints correlated with work sequencing and procedures used to efficiently produce and assemble dies. Activities include the use of CAD software to derive design information needed to build components in the die for a variety of die designs. The course will develop student skill in using assembly print information to plan the build process for various types of stamping dies.

Lecture hours: 32

Lab/Clinic hours: 48

Course Fee:

MFG430 Tooling Maintenance and Revision — 4 credits

This course will train students common repair and revision techniques performed on manufacturing tooling such as stamping dies, jigs, fixtures, and molds. The student will also learn about the installation and function of safety sensors, secondary operation components, gage, and inspection components mounted in production tooling.

Lecture hours: 32

Lab/Clinic hours: 96

Prerequisite(s): A minimum grade of 'D' in MFG404 Basic Diemaking.

Course Fee:

MFG432 Job Planning and Estimating — 2 credits

This course is the study of assembly die prints correlated with work sequencing and procedures used to minimize construction costs. Activities include detailing prints, work procedures, stock sizes, heat treatment considerations, time allotment, machine methods, purchase parts, principles of operation, and assembly techniques. Basic principles used in estimating initial costs in terms of processes involved, materials, and labor are included.

Lecture hours: 32

Lab/Clinic hours:

Prerequisite(s): MFG132 Machine Trade Printreading II

Course Fee:

Prior to Fall 2006 the course number was TD202U

MFG438 Advanced Die Making and Repair — 8 credits

This course is a continuation of MFG-408 Basic Die Making proceeding into more complex die making operations. Units of instruction include inverted, compound and progressive dies, drawing operations, and automatic stock feeding mechanisms. Die repair and maintenance procedures including sharpening, relocating die blocks, hole plugging, and revisions are covered.

Lecture hours: 48

Lab/Clinic hours: 240

Prerequisite(s): MFG408 Basic Diemaking

Course Fee: \$30.00

Prior to Fall 2006 the course number was TD235U

MFG461 Plastics Materials — 2 credits

Units of instruction include general plastics-base materials, processes, and tooling theory. Lab work consists of building and running successfully an injection mold and a thermoforming mold.

Lecture hours: 16

Lab/Clinic hours: 48

Prerequisite(s): MFG408 Basic Diemaking

Course Fee:

Prior to Fall 2006 the course number was TD234U

MFG502 Statistical Process Control — 3 credits

This course is designed to study the processes necessary to plan machining processes efficiently and accurately by applying the principles of statistical process control.

Lecture hours: 48

Lab/Clinic hours:

Course Fee:

Prior to Fall 2006 the course number was MC234U

MFG514 Machine Maintenance — 4 credits

Advanced theory and industrial application of machine repair, preventive maintenance, safe practices, installation, and troubleshooting with actual disassembly, inspection, and repair of machine shop equipment will be covered in this course.

Lecture hours: 32

Lab/Clinic hours: 64

Prerequisite(s): IND100 Basic Mechanical Systems and WEL339 Electromechanical Maintenance

Course Fee:

Prior to Fall 2006 the course number was ST249U

MFG525 CMM Inspection and SPC — 3 credits

This course teaches the student the capabilities and operation of Coordinate Measuring Machines used in manufacturing to inspect precision machined parts. Students will also be introduced to using inspection data in the Statistical Process Control method of insuring quality production. SPC fundamentals and software applications will also be stressed in this training.

Lecture hours: 16

Lab/Clinic hours: 48

Prerequisite(s): A minimum grade of 'D' in each of the following courses:

- MFG211 Basic Machine Theory
- MFG222 Machine Operations I
- MFG214 Advanced Machine Theory
- MFG228 Machine Operations II

Course Fee:

MFG700 Introduction to Computer Numerical Control (CNC) Programming I — 1 credits

Students will create basic programs for CNC lathes and CNC mills and will use verification software to assure error free programs. Students use Windows to create CNC programs and perform file management operations. Other areas of study will include common machining techniques, cutter selection, and first part run procedures.

Lecture hours: 16

Lab/Clinic hours:

Course Fee:

Prior to Fall 2006 the course number was PD130U

MFG802 Systems Integration — 2 credits

This course will allow the student to apply all of the information learned in the program to create an integrated manufacturing application project. Students will generally be assigned to work teams and will interact with business and industry in the area to define a project need, develop a project proposal, design and create the mechanical/electrical/fluid power system required to meet the project need, and coordinate with the sponsoring industry to install and troubleshoot the system.

Lecture hours: 16

Lab/Clinic hours: 32

Prerequisite(s): ELT736 Instrumentation & Control

Course Fee:

Prior to Fall 2006 the course number was ST247U

MGT101 Principles of Management — 3 credits

This course is a study of current theory and practice of leading a complex business organization toward the accomplishment of organizational objectives.

Lecture hours: 48

Lab/Clinic hours:

Course Fee:

Prior to Fall 2006 the course number was MG191T

MGT110 Small Business Management — 3 credits

This course is a study of current theory and practices in creating and running a small business. The course includes the study of management functions as well as a discussion of business startup, including the creation of a business plan.

Lecture hours: 48

Lab/Clinic hours:

Course Fee:

Prior to Fall 2006 the course number was MM230U

MGT142 Problems and Issues in Supervision and Management — 3 credits

This course provides students in the Human Resource Management program with the opportunity to reinforce their learning experiences from preceding HRM courses. Emphasis is placed on application of day-to-day HRM functions by completing exercises, cases, and simulations. Upon completion, students should be able to determine the appropriate actions called for by typical events that affect the status of people at work.

Lecture hours: 48

Lab/Clinic hours:

Course Fee:

MGT170 Human Resource Management — 3 credits

This course is a study of the theory, principles, concepts and practices of developing and utilizing personnel within business organizations.

Lecture hours: 48

Lab/Clinic hours:

Course Fee:

Prior to Fall 2006 the course number was MM231U

MGT174 Training and Employee Development — 3 credits

This course covers developing, conducting, and evaluating employee training with attention to adult learning principles. Emphasis is placed on conducting a needs assessment, using various instructional approaches, designing the learning environment, and locating learning resources. Upon completion, students should be able to design, conduct, and evaluate a training program.

Lecture hours: 48

Lab/Clinic hours:

Course Fee:

MGT177 Staffing — 3 credits

This course introduces the basic principles involved in managing the employment process. Topics include personnel planning, recruiting, interviewing and screening techniques, maintaining employee records, and voluntary and involuntary separations. Upon completion, students should be able to acquire and retain employees who match position requirements and fulfill organizational objectives.

Lecture hours: 48

Lab/Clinic hours:

Course Fee:

MGT178 Employment Law — 3 credits

This course introduces the principle laws and regulations affecting public and private organizations and their employees or prospective employees. Topics include fair employment practices, Equal Employment Opportunity (EEO), affirmative action, and employee rights and protections. Upon completion, students should be able to evaluate organization policy for compliance and assure that decisions are not contrary to law.

Lecture hours: 48

Lab/Clinic hours:

Course Fee:

MGT180 Management and Labor Relations — 3 credits

This course covers the history of the organized labor movement and the contractual relationship between corporate management and employees represented by a union. Topics include labor law and unfair labor practices, the role of the National Labor Relations Board (NLRB), organizational campaigns, certification/decertification elections, and grievance procedures. Upon completion, students should be able to act in a proactive and collaborative manner in an environment where union representation exists.

Lecture hours: 16

Lab/Clinic hours:

Course Fee:

MGT190 Employee Compensation and Benefits Management — 3 credits

This course will develop knowledge in the area of compensation and benefit practices including job evaluation, salary surveys, individual and group performance based pay plans, health insurance, wellness programs, pensions, and the associated legal environment. Compensation and benefit management theories will be integrated with organizational goals and objectives severing as the overall foundation for development and implementation.

Lecture hours: 48

Lab/Clinic hours:

Course Fee:

MGT210 Management Decision Making — 3 credits

This course is a capstone course which uses case studies to review all aspects of the Marketing Management program. Emphasis is placed on decision making and is to be taken in the student's final semester.

Lecture hours: 48

Lab/Clinic hours:

Course Fee:

Prior to Fall 2006 the course number was MM240U

MGT222 Golf Club Operations — 3 credits

Students will study strategic, tactical, and operational practices regarding golf courses. Key determinants as to why some golf courses are successful and others struggle.

Lecture hours: 48

Lab/Clinic hours:

Course Fee:

MIL103 Military Survival Skills — 2 credits

This course is designed to impart an understanding of basic military survival skills. Concepts taught are: first aid/CPR, land navigation, shelter building; water and food gathering; fire building; desert, tropical, and arctic survival. Lab includes cross country skiing, snow showing, land navigation course; hands-on training of survival skills. One required survival weekend exercise and one optional weekend field training exercise (FTX).

Lecture hours: 32

Lab/Clinic hours: 16

Course Fee:

Prior to Fall 2006 the course number was ML103T

MIL110 Leadership and Personal Development — 1 credits

Introduces students to the personal challenges and competencies that are critical for effective leadership in the military. Students learn how the personal development of life skills such as goal setting, time management, physical fitness, and stress management relate to leadership, officership, and the Army profession. Discussion, 1 hr./wk.

Lecture hours: 0

Lab/Clinic hours:

Course Fee:

MIL115 Foundations of Tactical Leadership — 1 credits

Examines the challenges of leading in complex contemporary military operational environments. Dimensions of the cross-cultural challenges of military leadership in a constantly changing world are highlighted and applied to practical leadership tasks and situations. Discussion 2 hrs./wk.

Lecture hours: 0

Lab/Clinic hours:

Course Fee:

MIL120 Innovative Team Leadership — 2 credits

Explores the dimensions of creative and innovative military leadership strategies and styles by studying historical case studies and engaging in interactive student exercises. Students practice aspects of personal motivation and team building in the context of planning, executing, and assessing team exercises. Discussion, 2 hrs./wk.

Lecture hours: 0

Lab/Clinic hours:

Course Fee:

MIL122 Leadership in Changing Environment — 2 credits

Lecture hours: 0

Lab/Clinic hours:

Course Fee:

MKT110 Principles of Marketing — 3 credits

This course is an overview of the processes, problems, and activities associated with the planning and executing the conception, pricing, promotion, and distribution of ideas, goods, and services to create exchanges.

Lecture hours: 48

Lab/Clinic hours:

Course Fee:

Prior to Fall 2006 the course number was MM110T, MG192T

MKT140 Principles of Selling — 3 credits

Planned learning activities and experiences emphasize the psychology of selling, the selling process, sales techniques, and selling as a professional career.

Lecture hours: 48

Lab/Clinic hours:

Course Fee:

Prior to Fall 2006 the course number was MM133U

MKT142 Consumer Behavior — 3 credits

This course is the course within a marketing curriculum that most directly applies concepts, principles, and theories from the various social sciences to the study of the factors that influence the acquisition, consumption, and disposition of products, services, and ideas.

Lecture hours: 48

Lab/Clinic hours:

Course Fee:

Prior to Fall 2006 the course number was MM204U

MKT152 Advertising and Visual Merchandising — 3 credits

This course presents the fundamentals of advertising and visual merchandising as promotional tools. It incorporates the Integrated Marketing Communication (IMC) concept.

Lecture hours: 48

Lab/Clinic hours:

Course Fee:

Prior to Fall 2006 the course number was MM236U

MKT160 Principles of Retailing — 3 credits

Organized learning activities emphasize the status of retail environments, operations, locations, merchandising, pricing, and promotions.

Lecture hours: 48

Lab/Clinic hours:

Course Fee:

Prior to Fall 2006 the course number was MM130U

MKT198 Sports Marketing — 3 credits

This course will explain the basics of sports marketing, research, and delivery.

Lecture hours: 48

Lab/Clinic hours:

Course Fee:

MLT101 Introduction to Lab Science — 2 credits

This course familiarizes the student with the MLT program and the field of laboratory medicine. The organization and role of the clinical laboratory are explored, as well as medical ethics and conduct, employment opportunities, and professional organizations.

Lecture hours: 32

Lab/Clinic hours:

Course Fee: \$26.00

Prior to Fall 2006 the course number was MT110U

MLT103 Lab Mathematics — 3 credits

Mathematical calculations applicable to the clinical laboratory are studied in this course. Emphasis is on the Metric System and calculations involved in the preparation of laboratory solutions and dilutions.

Lecture hours: 32

Lab/Clinic hours: 32

Course Fee:

Prior to Fall 2006 the course number was MT114U

MLT110 Fundamental Lab Techniques — 3 credits

This course is directed toward developing the knowledge and technical skill necessary to perform basic laboratory tests. Emphasis is placed on use and maintenance of laboratory equipment, quality control, and safety techniques.

Lecture hours: 32

Lab/Clinic hours: 32

Course Fee:

Prior to Fall 2006 the course number was MT150U

MLT120 Urinalysis — 3 credits

This course includes the study of urine formation and methodology determining the physical, chemical, and microscopic properties of urine in normal and abnormal states.

Lecture hours: 32

Lab/Clinic hours: 32

Course Fee: \$75.00

Prior to Fall 2006 the course number was MT124U

MLT130 Hematology — 3 credits

Hematology is the study of the formed elements of the blood: red blood cells, white blood cells, and platelets. Development and characteristics of these, methods of measurement, and abnormalities are covered.

Lecture hours: 32

Lab/Clinic hours: 32

Prerequisite(s): MLT110 Fundamental Lab Techniques

Course Fee: \$30.00

Prior to Fall 2006 the course number was MT154U

MLT230 Advanced Hematology — 3 credits

This advanced course is a sequel to Hematology I, and includes an in-depth study of various anemias, leukemias, and other hematologic disorders.

Lecture hours: 32

Lab/Clinic hours: 8

Prerequisite(s): MLT130 Hematology

Course Fee:

Prior to Fall 2006 the course number was MT214U

MLT233 Hemostasis and Thrombosis — 2 credits

This course emphasizes the mechanism by which the body prevents loss of blood from the vascular system. There is a focus on chemical responses of blood vessels, platelet activation, and biochemical reactions that lead to clot formation and dissolution. Students learn to perform the tests used to detect coagulation deficiencies and abnormalities.

Lecture hours: 16

Lab/Clinic hours: 32

Prerequisite(s): MLT110 Fundamental Lab Techniques

Course Fee:

Prior to Fall 2006 the course number was MT218U

MLT240 Clinical Chemistry I — 7 credits

The student will learn the analytical techniques for precise measurement of chemical constituents of the blood and other body fluids. Clinical correlation of test results with states of health and disease will also be covered.

Lecture hours: 64

Lab/Clinic hours: 96

Prerequisite(s): CHM122 Introduction to General Chemistry MLT110 Fundamental Lab Techniques MLT103 Lab Mathematics

Course Fee:

Prior to Fall 2006 the course number was MT219U

MLT250 Clinical Microbiology — 4 credits

The emphasis in this course is on bacteria of medical importance with respect to their cultivation, isolation, identification, and pathogenicity. The student learns techniques of specimen collection, media preparation, culture, staining, biochemical testing, and antibiotic susceptibility testing. Mycology and virology are introduced.

Lecture hours: 48

Lab/Clinic hours: 48

Prerequisite(s): BIO185 Microbiology w/lab

Course Fee:

Prior to Fall 2006 the course number was MT156U

MLT252 Parasitology — 1 credits

This course includes a study of medically important human parasites with respect to life cycle, pathogenicity, and laboratory identification.

Lecture hours: 16

Lab/Clinic hours:

Course Fee: \$40.00

Prior to Fall 2006 the course number was MT220U

MLT260 Immunohematology — 4 credits

Blood grouping, typing, antibody screening and identification, and compatibility testing are covered along with an overview of hemolytic disease of the newborn, processing of donor blood, and blood component therapy.

Lecture hours: 32

Lab/Clinic hours: 64

Prerequisite(s): MLT110 Fundamental Lab Techniques

Course Fee:

Prior to Fall 2006 the course number was MT216U

MLT270 Immunology and Serology — 2 credits

In this course the focus is on the reactions of the body's immune system to foreign substances. There is emphasis on reactions between antigens and antibodies and students will learn to detect diseases such as syphilis, infectious mononucleosis, rheumatic fever, and others.

Lecture hours: 16

Lab/Clinic hours: 32

Prerequisite(s): MLT110 Fundamental Lab Techniques

Course Fee:

Prior to Fall 2006 the course number was MT222U

MLT283 Clinical Practicum: Urinalysis — 1 credits

This course is a continuation of MLT-120 Urinalysis and is designed to provide the student with clinical experience in the performance of routine urinalysis. Comparison of methodology with that covered in Urinalysis is stressed.

Lecture hours: 0

Lab/Clinic hours: 64

Prerequisite(s): MLT120 Urinalysis

Course Fee:

Prior to Fall 2006 the course number was MT224U

MLT284 Clinical Practicum: Immunohematology — 2 credits

This course is a continuation of MLT-260 Immunohematology and is designed to provide the student with clinical experience in specimen collection and performance of immunohematologic tests. Comparison and contrast with methodology of Immunohematology is stressed.

Lecture hours: 0

Lab/Clinic hours: 128

Prerequisite(s): MLT260 Immunohematology

Course Fee:

Prior to Fall 2006 the course number was MT226U

MLT285 Clinical Practicum: Chemistry — 4 credits

This course is a continuation of MLT-240 Clinical Chemistry I and is designed to provide the student with clinical experience in specimen collection and performance of clinical chemistry tests. Comparison and contrast with methodology of Clinical Chemistry I is stressed and there is emphasis on use of automatic equipment.

Lecture hours: 16

Lab/Clinic hours: 192

Prerequisite(s): MLT240 Clinical Chemistry I

Course Fee:

Prior to Fall 2006 the course number was MT229U

MLT286 Clinical Practicum: Immunology and Serology — 1 credits

This course is a continuation of MLT-270 Immunology and Serology I and is designed to provide the student with clinical experience in the performance of serologic testing. There is emphasis on the comparison and contrast of methodology with Immunology and Serology I.

Lecture hours: 0

Lab/Clinic hours: 64

Prerequisite(s): MLT270 Immunology and Serology

Course Fee:

Prior to Fall 2006 the course number was MT230U

MLT287 Clinical Practicum: Hematology — 4 credits

This course is a continuation of MLT-130 Hematology I and Coagulation. It is designed to provide the student with clinical experience in specimen collection and performance of routine hematology and coagulation tests. Comparison and contrast with methodologies of Hematology I and Coagulation is stressed and experience with automation is provided.

Lecture hours: 16

Lab/Clinic hours: 192

Prerequisite(s): MLT130 Hematology and MLT230 Advanced Hematology

Course Fee:

Prior to Fall 2006 the course number was MT234U

MLT288 Clinical Practicum: Microbiology — 4 credits

This course is a continuation of MLT-250 Clinical Microbiology I and MLT-252 Parasitology. It is designed to provide the student with experience in bacteriologic, mycotic, and parasitologic studies in a clinical setting. Practices and procedure of Clinical Microbiology I are compared and contrasted with clinical practice.

Lecture hours: 16

Lab/Clinic hours: 192

Prerequisite(s): BIO185 Microbiology w/lab and MLT250 Clinical Microbiology

Course Fee:

Prior to Fall 2006 the course number was MT236U

MLT291 Clinical Practicum: Lab Survey and Review — 1 credits

This course is designed to give the student an opportunity, at the end of the clinical practicum, to review all departments of the laboratory. Class time is provided for review of didactic materials and preparation for the comprehensive examination. Clinic time is provided for review or additional experience in any or all departments of the laboratory.

Lecture hours: 0

Lab/Clinic hours: 64

Prerequisite(s): MLT283 Clinical Practicum: Urinalysis, MLT284 Clinical Practicum: Immunohematology, MLT285 Clinical Practicum: Chemistry, MLT286 Clinical Practicum: Immunology and Serology, MLT287 Clinical Practicum: Hematology, MLT288 Clinical Practicum: Microbiology

Course Fee: \$35.00

Prior to Fall 2006 the course number was MT232U

MMS103 Basic Digital Photography — 3 credits

An introduction to DSLR camera operation, including exposure control and modes, focus techniques, and white balance. Artistic issues like framing, camera angle, use of color and composition will be addressed as well. Students will produce final images using industry standard software. Students must furnish an approved DSLR camera.

Lecture hours: 32

Lab/Clinic hours: 32

Course Fee:

MMS105 Audio Production — 3 credits

This course examines the principles of sound and acoustics and basic audio capture techniques. The equipment for recording as well as production and editing audio will be analyzed and employed. Sound quality and final output issues will be addressed.

Lecture hours: 32

Lab/Clinic hours: 32

Course Fee:

MMS111 Video Production I — 3 credits

This course will provide an introduction to the basics of video production, camera handling, digital exposure, and workflow. Emphasis is on how to handle image workflow to produce a professional video output.

Lecture hours: 32

Lab/Clinic hours: 32

Course Fee:

MMS117 Social Media for Business — 3 credits

This course examines using social media outlets for promoting and doing business. The course will investigate issues and strategies related to social media environments, customer relationships, marketing, managing your communication, sustainability and what social media may look like in the future.

Lecture hours: 48

Lab/Clinic hours:

Course Fee:

MMS124 Survey of Commercial Video — 3 credits

This course examines how to produce a variety of types of videos for commercial use including promotional videos, music videos, weddings, corporate videos and live events.

Lecture hours: 48

Lab/Clinic hours:

Course Fee:

MMS134 Media Writing — 3 credits

This course will focus on writing for media outlets including newspaper, television, radio, internet and public relations. Emphasis will be on writing clearly for both general and targeted audiences in order to communicate the desired message efficiently.

Lecture hours: 48

Lab/Clinic hours:

Course Fee:

MMS213 Video Production II — 3 credits

This course will explain advanced video production techniques.

Lecture hours: 32

Lab/Clinic hours: 32

Prerequisite(s): A minimum grade of D in MMS111 Video Production I.

Course Fee:

MMS214 Audio Production II — 3 credits

This course is designed to assist the student in learning advanced principles and processes of audio production. The course builds on skills learned in Audio Production I will familiarize and inform the student on proper techniques in audio production for a variety of media outputs.

Lecture hours: 32

Lab/Clinic hours: 32

Prerequisite(s): A minimum grade of D in MMS105 Audio Production.

Course Fee:

MMS265 Mass Communications Law — 3 credits

This course examines media law, including First Amendment, copyright and fair use. It focuses on social, political, and economic influences. It examines legal constraints for students planning to become professional communicators.

Lecture hours: 48

Lab/Clinic hours:

Course Fee:

MMS300 Cinematography — 3 credits

In this course students will gain hands-on experience in digital cinematography. Students will plan and practice camera techniques used for interior and exterior lighting, composition and framing, green screen techniques and other aspects of visual storytelling. Students will practice mechanical aspects of the lens: f-stops, depth of field and rack focus shots. Terminology and theory specific to cinematography will be explored as well as the strategies for common production and photography obstacles will be addressed and put into practice. Projects will be completed in groups as well as individual efforts.

Lecture hours: 48

Lab/Clinic hours:

Prerequisite(s): A minimum grade of D in MMS111 Video Production I and MMS213 Video Production II.

Course Fee:

MMS302 Solo Video Journalism — 3 credits

This course examines and explains the techniques for working in the field of video journalism as a sole practitioner.

Lecture hours: 32

Lab/Clinic hours: 32

Course Fee:

MMS304 Multimedia Applications — 3 credits

This course introduces multimedia applications for mobile devices including discussion of mobile devices, categories of mobile applications, security and target audiences. Different programming environments will be addressed in the class. Students will also investigate how users interact with their mobile devices, design and layout of mobile apps and deployment to app stores and marketplaces.

Lecture hours: 48

Lab/Clinic hours:

Course Fee:

MMS310 Independent Film Production — 3 credits

This course provides students with skills to write, produce, direct and edit fictional and non-fictional videos in a narrative format. Students will be instructed on methods and hands-on-skills to construct videos with emphasis on low-budget techniques to better understand the independent film/video market. This includes formulating a story with an angle, structure, content and style. Scriptwriting, budgeting, interviewing, and researching methods are demonstrated through hands-on exercises. Students will view/critique various contemporary documentaries and low budget films as they relate them to their own projects.

Lecture hours: 32

Lab/Clinic hours: 32

Prerequisite(s): A minimum grade of D in MMS111 Video Production I and MMS213 Video Production II.

Course Fee:

MMS320 Recording Studio I — 3 credits

Course will introduce students to the basic operations of a recording studio. The course will detail proper methods for wiring of a studio, discuss studio acoustics, analyze studio design and address proper monitoring. The course will also demonstrate proper microphone placements and advanced compression methods.

Lecture hours: 32

Lab/Clinic hours: 32

Prerequisite(s): A minimum grade of D in MMS105 Audio Production and MMS214 Audio Production II.

Course Fee:

MMS400 Video Production for Web Streaming — 3 credits

This course will provide students technical application and training in producing, shooting and broadcasting via web streaming. It will offer students an advanced understanding of traditional television studio environments, as well as field production. Students will experience hands-on training and team-oriented tasks in studio floor positions, studio lighting, 3-camera operating setup, microphone setups, floor management and set design. In addition, technical aspects of control room duties, live and archival streaming processes will be covered.

Lecture hours: 32

Lab/Clinic hours: 32

Prerequisite(s): A minimum grade of D in MMS111 Video Production I and MMS213 Video Production II.

Course Fee:

MMS410 Film Editing — 3 credits

In this course, students are introduced to digital (computer) editing. A brief overview of the editing process is covered. Students learn the basics of capturing video and/or digital files, basic editing techniques, basic color effects, audio with video, and storing in a non-destructive style of editing. Students will produce their own edited versions of supplied footage.

Lecture hours: 32

Lab/Clinic hours: 32

Prerequisite(s): A minimum grade of D in MMS111 Video Production I and MMS213 Video Production II.

Course Fee:

MMS420 Recording Studio II — 3 credits

This course will be an advanced study in producing within the studio environment. The course will provide hands-on use of the studio equipment including microphones, mixing boards, and digital audio software. Advanced recording techniques will be employed. Production of a variety of music styles and the proper steps involved in recording and mixing and outputting each will be addressed.

Lecture hours: 32

Lab/Clinic hours: 32

Prerequisite(s): A minimum grade of D in MMS105 Audio Production, MMS214 Audio Production II, and MMS320 Recording Studio I.

Course Fee:

MUA106 Class Voice — 1 credits

This course provides instruction in fundamental vocal techniques. Breath support, diction, posture, vowel formation, tone production, and stage presence will be explored through standard vocal repertoire chosen for each student's voice type.

Lecture hours: 0

Lab/Clinic hours: 32

Course Fee:

Prior to Fall 2006 the course number was MU110T

MUA119 Class Piano — 1 credits

This course is designed for the student with no background in piano. It is especially recommended for the music student without piano experience, as well as the student who wishes to learn something of the piano for enjoyment. The student will begin to learn to read musical notation, develop the rudiments of technique, and become familiar with the keyboard. A minimum of three hours of practice per week is essential.

Lecture hours: 0

Lab/Clinic hours: 32

Course Fee:

MUA120 Applied Piano I — 1 credits

Individualized instruction in piano for the beginning, intermediate or advanced student. Requires fourteen 25 minute lessons during the semester. Additional outside practice/preparation is required. May be repeated for credit. No prior musical experience is necessary.

Lecture hours: 16

Lab/Clinic hours:

Course Fee: \$380.00

MUA319 Applied Voice — 1 credits

Provides applied lessons and guided instruction in tone production, technique, musicianship, and performance practice. Students advance their skills through weekly lessons and regular practice of fundamental techniques and solo repertory. This course can be taken for up to 2 credits.

Lecture hours: 16

Lab/Clinic hours:

Course Fee:

MUS100 Music Appreciation — 3 credits

This course is an introduction to the musical arts through listening to and studying the music of various periods. Some sections of the course may be presented by live musicians. Allied arts, including dance, painting, and literature may be used to demonstrate the relatedness of music to the larger scope of human experience.

Lecture hours: 48

Lab/Clinic hours:

Course Fee:

Prior to Fall 2006 the course number was MU206T

MUS102 Music Fundamentals — 3 credits

This course is an introduction to music theory, basic skills, and vocabulary. The course is for non majors with limited background in music fundamentals or as preparation for music major theory courses. Emphasis is placed on notation, key/time signatures, rhythm, and aural training.

Lecture hours: 32

Lab/Clinic hours: 32

Course Fee:

NET109 A+ Certification Prep — 4 credits

This course will teach basic knowledge of operating systems (Windows 9x, Windows NT 4.0 Workstation, Windows 2000, Windows Me, and Windows XP). This course will teach the important knowledge and skills necessary to competently install, build, configure, upgrade, troubleshoot, and repair personal computer compatible hardware including troubleshooting basic network and internet connectivity, dial-up, DSL, and cable. Additionally, this course will also cover the latest memory, bus, peripherals, and wireless technologies.

Lecture hours: 32

Lab/Clinic hours: 64

Course Fee:

NET152 Advanced Network Technologies — 3 credits

This course will cover the advanced topics of networking topologies, management utilities, performance monitoring and management, construct network security, develop and maintain network documentation and determine appropriate action for common problems. Students will learn skills associated with network remote access, performance monitoring and extension of network services via wireless technologies. This course will build and expand upon Cisco 1-4 concepts and skills.

Lecture hours: 48

Lab/Clinic hours:

Course Fee:

NET213 CISCO Networking — 4 credits

This course introduces the architecture, structure, functions, components, and models of the Internet and other computer networks. It uses the OSI and TCP layered models to examine the nature and roles of protocols and services at the application, network, data link, and physical layers. The principles and structure of IP

addressing and the fundamentals of Ethernet concepts, media, and operations are introduced to provide a foundation for the curriculum. Labs use a “model Internet” to allow students to analyze real data without affecting production networks. Packet Tracer (PT) activities help students analyze protocol and network operation and build small networks in a simulated environment. At the end of the course, students build simple LAN topologies by applying basic principles of cabling, performing basic configurations of network devices such as routers and switches, and implementing IP addressing schemes.

Lecture hours: 48

Lab/Clinic hours: 32

Course Fee:

NET217 CCNA Exploration Network Fundamentals — 3 credits

This course introduces the architecture, structure, functions, components, and models of the Internet and other computer networks. It uses the OSI and TCP layered models to examine the nature and roles of protocols and services at the application, network, data link and physical layers. The principles and structure of IP addressing and the fundamentals of Ethernet concepts, media, and operation are introduced to provide a foundation for network understanding.

Lecture hours: 32

Lab/Clinic hours: 32

Course Fee:

NET218 CCNA Exploration Routing Concepts — 3 credits

This course describes the architecture, components, and operation of routers and explains the principles of routing and routing protocols. Students analyze, configure, verify, and troubleshoot the primary routing protocols RIPv1, RIPv2, EIGRP and OSPF.

Lecture hours: 32

Lab/Clinic hours: 32

Prerequisite(s): NET217 CCNA Exploration Network Fundamentals

Course Fee:

NET219 CCNA Exploration Switching and Wireless — 3 credits

This course provides a comprehensive theoretical and practical approach to designing, implementing and maintaining a converged network. Students learn about the hierarchical network design model and how to select devices for each layer. The course explains how to configure a switch for basic functionality and how to implement VLAN's, STP, VTP and inter-VLAN routing.

Lecture hours: 32

Lab/Clinic hours: 32

Prerequisite(s): NET218 CCNA Exploration Routing Concepts

Course Fee:

NET220 CCNA Exploration Accessing the WAN — 3 credits

This course discusses the WAN technologies and network services required by converged applications on enterprise networks. The course uses Cisco Network Architecture to introduce integrated network services and explains how to select the appropriate devices and technologies to meet network requirements. Student learn how to implement and configure common datalink protocols and how to apply WAN security concepts, principles of traffic, access control and correct common enterprise network implementation issues.

Lecture hours: 0

Lab/Clinic hours: 3

Prerequisite(s): NET219 CCNA Exploration Switching and Wireless

Course Fee:

NET225 Routing and Switching Essentials — 4 credits

This course describes the architecture, components, and operations of routers and switches in a small network. Students learn how to configure a router and a switch for basic functionality. By the end of this course, students will be able to configure and troubleshoot routers and switches and resolve common issues with RIPv1, RIPv2, single area and multi-area OSPF, virtual LANS, and inter-VLAN routing in both IPv4 and IPv6 networks.

Lecture hours: 48

Lab/Clinic hours: 32

Prerequisite(s): A minimum grade of C in NET213 CISCO Networking .

Course Fee:

NET268 CCNA Routing and Switching: Scaling Networks — 3 credits

This is the third of four courses leading to the Cisco Certified Network Associate (CCNA) designation. This course describes the architecture, components, and operations of routers and switches in a larger and more complex network. Students learn how to configure routers and switches for advanced functionality. By the end of this course, students will be able to configure and troubleshoot routers and switches and resolve common issued with OSPF, EIGRP, STP, and VTP in both IPv4 and IPv6 networks. Students will also develop the knowledge and skills needed to implement DHCP and DNS operations in a network.

Lecture hours: 32

Lab/Clinic hours: 32

Prerequisite(s): A minimum grade of C in NET225 Routing and Switching Essentials.

Course Fee:

NET269 CCNA Routing and Switching: Connecting Networks — 3 credits

This is the fourth of four courses leading to the Cisco Certified Network Associate (CCNA) designation. This course discusses the WAN technologies and network services required by converged applications in a complex network. The course enables students to understand the selection criteria of network devices and WAN technologies to meet network requirements. Students learn how to configure and troubleshoot network devices and resolve common issues with data link protocols. Students will also develop the knowledge and skills needed to implement IPsec and virtual private network (VPN) operations in a complex network.

Lecture hours: 32

Lab/Clinic hours: 32

Prerequisite(s): A minimum grade of C in NET268 CCNA Routing and Switching: Scaling Networks .

Course Fee:

NET310 Virtual Machines — 3 credits

This course will cover the concepts of virtualization including hardware and software. Topics will include benefits vs. risks analysis, installation and configuration, operation and maintenance and disaster recovery.

Lecture hours: 32

Lab/Clinic hours: 32

Prerequisite(s): A minimum grade of C in NET313 Windows Server.

Course Fee:

NET313 Windows Server — 3 credits

This course provides the core foundation for supporting network based servers. Students will learn the skills necessary to install, configure, customize, optimize, network, integrate and troubleshoot a server based

operating system. Students will study the design, implementation, and support a Network Server network including specialized servers that are common to most networks.

Lecture hours: 32

Lab/Clinic hours: 32

Prerequisite(s): A minimum grade of C in NET109 A+ Certification Prep Course and NET213 CISCO Networking

Course Fee:

NET343 Windows Directory Services — 3 credits

This course concentrates on the specifics of active directory administration. The course includes setting up, maintaining, and administering the active directory services of current windows server products.

Lecture hours: 32

Lab/Clinic hours: 32

Prerequisite(s): NET313 Windows Server

Course Fee:

NET346 Windows Exchange Server — 3 credits

This course provides students with the knowledge and skills that are needed to update and support a reliable, secure messaging infrastructure. This infrastructure is used for creating, storing, and sharing information by using Microsoft Exchange Server in a medium-sized to large-sized (100 to 5,000 seats) messaging environment. This course offers a significant amount of hands-on practices, discussions, and assessments that assist students in becoming proficient in the skills that are needed to update and support Exchange Server.

Lecture hours: 32

Lab/Clinic hours: 32

Prerequisite(s): NET313 Windows Server

Course Fee:

NET412 Linux System Administration — 3 credits

This course will introduce students to the Linux Operating System and is designed for students with little or no previous experience with Linux. Students will gain experience and understanding of basic setup and installation, configuration, navigation, permissions, command shells, and GUI environments available on Linux systems.

Lecture hours: 32

Lab/Clinic hours: 32

Course Fee:

NET474 Certification Preparation — 1 credits

This course is designed as a review and final preparation for students taking Information Technology certification tests.

Lecture hours: 16

Lab/Clinic hours:

Prerequisite(s): Instructor approval required. Must have satisfactory grades in supporting classes and demonstrate motivation to attain certification.

Course Fee:

NET475 Certification Preparation — 2 credits

Course is designed as a review and final preparation for students taking Information Technology industry

certification exams.

Lecture hours: 32

Lab/Clinic hours:

Prerequisite(s): Instructor Approval Required. Must have satisfactory grades in supporting classes and demonstrate motivation to attain certification

Course Fee:

NET612 Fundamentals of Network Security — 3 credits

This course is designed to provide students with a fundamental understanding of network security principles and implementation. Students examine the technologies used and principles involved in creating a secure computer networking environment.

Lecture hours: 32

Lab/Clinic hours: 32

Prerequisite(s): NET313 Windows Server

Course Fee:

NET710 SQL Database — 2 credits

This course is designed to give the student the basics of computer database administration. To teach the student what a database server is and how it is used in a modern computer network. The course will inform the student about the components of the database and the tools used to tune the database software for optimum performance.

Lecture hours: 16

Lab/Clinic hours: 32

Prerequisite(s): CIS303 Introduction to Data Base AND NET313 Windows Server

Course Fee:

Prior to Fall 2006 the course number was IF202U

NET792 Help Desk I — 3 credits

Students will learn to meet the demands of the user support industry. They will develop knowledge and skills commonly found in a user support position. Topics covered will include troubleshooting and problem solving, user needs assessment, documentation, training, and system installation. Through these topics, the students will learn the concepts and theories of technical support and customer service. They will also spend time addressing the managerial, technical, and psychological issues related to supporting technology and its users.

Lecture hours: 48

Lab/Clinic hours:

Course Fee:

NET916 Experiential Learning — 3 credits

This course will allow students to put the skills obtained in the program to practical use in a simulated real world environment. In addition, students will refine teamwork skills and learn to conduct their actions in an appropriate manner for the business world. Up to 5 credits may be earned for this course.

Lecture hours: 16

Lab/Clinic hours: 64-128

Prerequisite(s): Instructor Consent. Instructor consent is needed to verify that students are getting the correct section for their major and that only fourth semester graduating students take this course.

Course Fee:

NET932 Internship — 2 credits

This course provides students with the opportunity to gain practical work experience, while applying skills and techniques learned in their program of study, under the supervision of an employer, manager, or supervisor.

Lecture hours: 0

Lab/Clinic hours:

Co-op Hours: 128

Prerequisite(s): A minimum grade of C in NET109 A+ Certification Prep Course.

Other Requirements: Must be in program major and have completed 30 credits in Network Administration and Engineering, Information Systems Management, or Web Design and Development.

Course Fee:

OTA101 Introduction to Occupational Therapy — 3 credits

This course provides an introduction to the key concepts of occupational therapy as a health and wellness profession. The roles of occupational therapy in a range of traditional and emerging health care, community-based, and education settings are explored. Foundational and philosophical concepts, professional ethics, and the emergence of occupational therapist and occupational therapy assistant roles are investigated. Students will participate in activities to guide them in developing an understanding of the occupational therapy process and the skills needed by a healthcare professional.

Lecture hours: 48

Lab/Clinic hours:

Prerequisite(s): Acceptance into Phase 2 of Occupational Therapy Assistant program.

Course Fee: \$228.00

OTA102 Human Movement and Occupation — 3 credits

Study of the interrelationship between the central nervous system, peripheral nervous system, and musculoskeletal system and analysis of functional movement required for engagement in occupation. Formal and informal biomechanical assessment methodologies are presented. Students will gain skill in utilizing assessment data for the occupational therapy process in collaboration with the occupational therapist.

Lecture hours: 16

Lab/Clinic hours: 64

Prerequisite(s): Admission to Phase II of the Occupational Therapy Assistant program.

Course Fee:

OTA103 Task Analysis — 3 credits

The development and emergence of human occupational performance throughout the lifespan is examined by exploring areas of occupation, occupational roles, habits and routines. Students will learn to analyze occupational tasks and functional activity demands, grade and adapt activities, and build the basic skills necessary for teaching therapeutic activities to meet the needs of occupational therapy consumers, either individually or in groups. Emphasis will be placed on the use of occupation-based media as a means of understanding a client's cognitive and functional performance. The significance of context and environment will also be explored in relationship to program planning and implementation of therapeutic interventions. Additional topics include an introduction to note writing and goal development.

Lecture hours: 16

Lab/Clinic hours: 64

Prerequisite(s): Admission to Phase II of the Occupational Therapy Assistant program.

Course Fee:

OTA104 Assistive Tech and EM — 2 credits

An introduction to the role of assistive technology and environmental modification used to facilitate occupational performance. Topics will include: determination of need, selection of and instruction in use of assistive technology and/or environmental modification, low vs. high tech equipment options, and assessment of client safety during occupational performance.

Lecture hours: 16

Lab/Clinic hours: 32

Prerequisite(s): Admission to Phase II of the Occupational Therapy Assistant program.

Course Fee:

OTA201 Pediatrics and Occupation — 3 credits

The first in a sequence of courses addressing conditions causing disruption of occupational behaviors, skills, and life roles in humans throughout the lifespan. This course presents occupational and developmental frameworks for understanding the occupational nature of infants and children through the adolescent period, their families and caregivers. Means of applying the occupational therapy process by the occupational therapy assistant is studied within the contexts of a variety of disorders, conditions, and circumstances affecting this period of human development.

Lecture hours: 48

Lab/Clinic hours:

Prerequisite(s): Admission to Phase II of the Occupational Therapy Assistant program.

Course Fee:

OTA202 Pediatric OTA Skills — 3 credits

Structured experiential learning will provide opportunities for the student to solidify knowledge, develop and practice professional skills and behaviors utilized in the occupational therapy process with infants and children through the adolescent period and their families in a variety of settings.

Lecture hours: 16

Lab/Clinic hours: 64

Prerequisite(s): Admission to Phase II of the Occupational Therapy Assistant program.

Course Fee: \$356.00

OTA203 Level I Fieldwork A — 2 credits

Students will be participant-observers in settings providing occupational therapy services to children and/or adolescents. Emphasis will be placed on development of professional work habits and supervisory collaboration.

Lecture hours: 16

Lab/Clinic hours: 48

Prerequisite(s): Admission to Phase II of the Occupational Therapy Assistant program.

Course Fee: \$253.00

OTA301 Adult Conditions and Occupation — 4 credits

The second in a sequence of courses, that addresses adult conditions causing disruption of occupational behaviors, skills and life roles in humans throughout the lifespan. This course present theoretical frameworks and models for understanding the occupational nature of early to middle adulthood at home, at work, and in the community. Approaches to applying the occupational process by the occupational therapy assistant is studied within the contexts of a variety of disorders, conditions, and circumstances affecting this period of human development.

Lecture hours: 64

Lab/Clinic hours:

Prerequisite(s): A minimum grade of "C" in OTA201 Pediatrics & Occupation.

Course Fee:

OTA302 Physical OTA Skills — 3 credits

Structured experiential learning will provide opportunities for the student to solidify knowledge, develop and practice professional behaviors utilized in the occupational therapy process for individuals experiencing disruption in motor and sensory-perceptual abilities needed for adaptive occupational performance.

Lecture hours: 16

Lab/Clinic hours: 64

Prerequisite(s): A minimum grade of "C" in OTA102 Human Movement & Occupation.

Course Fee: \$298.00

OTA303 Psychosocial OTA Skills — 3 credits

Structured experiential learning will provide opportunities for the student to solidify knowledge, develop and practice professional skills and behaviors utilized in the occupational therapy process for individuals experiencing disruption in social, emotional and interactional abilities needed for adaptive occupational performance. Both individual and group intervention strategies are explored.

Lecture hours: 16

Lab/Clinic hours: 64

Prerequisite(s): A minimum grade of "C" in OTA202 Pediatric Occupational Therapy Assistant Skills.

Course Fee:

OTA304 Level I Fieldwork B — 2 credits

Students will be participant-observers in settings providing occupational therapy services to adult consumers. Emphasis will be placed on development of professional work habits and supervisory collaboration.

Lecture hours: 16

Lab/Clinic hours: 48

Prerequisite(s): A minimum grade of "C" in OTA203 Level I Fieldwork A.

Course Fee:

OTA401 Elders and Occupation — 2 credits

The third in a sequence of courses addressing conditions causing disruption of occupational behaviors, skills and life roles in humans throughout the lifespan. This course presents theoretical frameworks and models for understanding the occupational nature of late adulthood at home, at work, and in the community. Approaches to applying the occupational therapy process by the occupational therapy assistant is studied within the context of a variety of disorders, conditions, and circumstances affecting this period of human development.

Lecture hours: 32

Lab/Clinic hours:

Prerequisite(s): A minimum grade of "C" in OTA201 Pediatrics & Occupation.

Course Fee:

OTA402 OTA Skills for Elders — 2 credits

Structured experiential learning will provide opportunities for the student to solidify knowledge, develop and practice professional skills and behaviors utilized in the occupational therapy process with elder consumers in a variety of settings.

Lecture hours: 16
Lab/Clinic hours: 32

Prerequisite(s): A minimum grade of "C" in OTA103 Task Analysis.

Course Fee:

OTA501 Professional Practice for OTA — 3 credits

This course speaks to the management and service roles of the occupational therapy assistant, as well as ongoing responsibilities of a career as an occupational therapy healthcare professional. Active learning strategies requiring student interdependence serve to prepare the student to transition to the final portion of the program - fieldwork education.

Lecture hours: 48
Lab/Clinic hours:

Prerequisite(s): A minimum grade of "C" in OTA101 Introduction to Occupational Therapy.

Course Fee:

OTA502 Level II Fieldwork A — 5 credits

The first of two courses consisting of 8 weeks of full time community-based clinical education. Students will participate in the delivery of occupational therapy services, in collaboration and with supervision from a currently licensed or credentialed occupational therapist or occupational therapy assistant. They will work with individuals at different point of the lifespan, experiencing disruption of occupational performance.

CO-OP Hours: 320

Lecture hours: 0
Lab/Clinic hours:
Co-op Hours: 320

Prerequisite(s): A minimum grade of 'C' in all of the following courses:

- OTA301 Adult Conditions & Occupation
- OTA302 Physical Occupational Therapy Assistant Skills
- OTA303 Psychosocial Occupational Therapy Assistant Skills
- OTA304 Level I Fieldwork B
- OTA401 Elders & Occupation
- OTA402 Occupational Therapy Assistant Skills for Elders
- OTA501 Professional Practice for Occupational Therapy Assistant

Course Fee:

OTA503 Level II Fieldwork B — 5 credits

The second of two courses consisting of eight weeks of full time community-based clinical education. Students will participate in the delivery of occupational therapy services, in collaboration and with supervision from a currently licensed or credentialed occupational therapist or occupational therapy assistant. They will work with individuals at different points of the lifespan, experiencing disruption of occupational performance.

CO-OP Hours: 320

Lecture hours: 0
Lab/Clinic hours:
Co-op Hours: 320

Prerequisite(s): A minimum grade of 'C' in OTA502 Level II Fieldwork A.

Course Fee:

PEA102 Aerobic Fitness I — 1 credits

This aerobic course, designed to improve physical fitness levels, starts at the beginner level with students

progressing at their own pace. Participants will be given the opportunity to engage in various types of cardiovascular exercise, some being set to music. Abdominal and low-back exercises are also emphasized.

Lecture hours: 0

Lab/Clinic hours: 32

Course Fee:

Prior to Fall 2006 the course number was PE111T

PEA114 Bicycling I — 1 credits

This aerobic course introduces students to the activity of bicycling. Bicycling is considered a lifetime leisure activity as well as a great source of physical fitness. Students will learn bike fundamentals and safety as well as how to build up endurance for distance rides.

Lecture hours: 0

Lab/Clinic hours: 32

Course Fee:

Prior to Fall 2006 the course number was PE107T

PEA117 Bowling I — 1 credits

This skill course introduces students to the lifetime activity of bowling. The course will cover basic fundamentals of bowling such as rules and etiquette, approach, ball delivery, strikes, spares, and scoring. Individual, league, and tournament play will also be included.

Lecture hours: 0

Lab/Clinic hours: 32

Course Fee: \$90.00

Prior to Fall 2006 the course number was PE105T

PEA119 Step and amp; Pump I — 1 credits

This aerobic course is designed for beginners and introduces the fundamentals of step and of weight lifting using step. The main focus of this class is cardiovascular strength and endurance with other physical benefits including, but not limited to, increased strength, flexibility, coordination, agility, and body awareness.

Lecture hours: 0

Lab/Clinic hours: 32

Course Fee:

PEA123 Circuit Training — 1 credits

This aerobic course incorporates cross-training techniques allowing for an increased caloric expenditure with simultaneous improvement in muscular strength and endurance and flexibility. Alternating between resistance training, cardiovascular, and flexibility exercises provides the benefits of all three types of activities in one exercise session.

Lecture hours: 0

Lab/Clinic hours: 32

Course Fee:

Prior to Fall 2006 the course number was PE112T

PEA125 Indoor Cycling — 1 credits

This aerobic course introduces students to a low-impact, go at your own pace, cardiovascular workout with no complicated moves to learn. The class is set to music, conducted in a group format, and uses specially built stationary bicycles to improve current health and fitness levels.

Lecture hours: 0
Lab/Clinic hours: 32

Course Fee:

PEA128 Distance Running I — 1 credits

This aerobic course is an introductory level course designed to expose students to the lifelong activity of jogging. No previous running experience is necessary. Emphasis will be placed on proper running form and efficiency, monitoring appropriate intensity, and progressing at one's own pace.

Lecture hours: 0
Lab/Clinic hours: 32

Course Fee:

Prior to Fall 2006 the course number was PE102T

PEA134 Golf I — 1 credits

This skill course introduces the students to the lifetime leisure activity of golf. This will be a fundamental course, teaching the basics of the game from scoring to the actual playing. This course will also cover golf etiquette. The course will culminate with a class tournament.

Lecture hours: 0
Lab/Clinic hours: 32

Course Fee:

Prior to Fall 2006 the course number was PE104T

PEA150 Powerwalking — 1 credits

Power walking is one of the most convenient forms of exercise. It takes minimal equipment and can be done anywhere. This course is designed to provide students with the opportunity to learn a lifelong physical activity. Power walking is also an excellent way to start a fitness program.

Lecture hours: 0
Lab/Clinic hours: 32

Course Fee:

Prior to Fall 2006 the course number was PE113T

PEA154 Racquetball I — 1 credits

This skill course is an introductory course designed to provide basic skills of racquetball: serves, kill shots, passing shots, ceiling shots, offensive and defensive strategies, and use of the back wall and corners. The focus is on learning the game, rules, safety, and sportsmanship by playing the game in various formats-- singles, doubles, cutthroat, and tournament play.

Lecture hours: 0
Lab/Clinic hours: 32

Course Fee: \$80.00

Prior to Fall 2006 the course number was PE114T

PEA157 Rollerblading — 1 credits

This aerobic course will teach the necessary basic skills for students to become active roller bladers. Along with the fundamentals, this course will also cover safety and prevention.

Lecture hours: 0
Lab/Clinic hours: 32

Course Fee:

Prior to Fall 2006 the course number was PE106T

PEA171 Self-Defense — 1 credits

This skill course introduces students to basic concepts and techniques of Self-Defense. Students will learn how to defend themselves from many types of hand and weapon attacks as well as learn to use everyday items for defensive weapons. The course is designed to give students a basic knowledge of what to do and how to react in various situations.

Lecture hours: 0

Lab/Clinic hours: 32

Course Fee:

PEA174 Tennis I — 1 credits

This skill course introduces students to the lifetime activity of tennis. This will be a fundamental course, teaching the basics of the game from scoring to the actual playing. The course will also cover tennis etiquette.

Lecture hours: 0

Lab/Clinic hours: 32

Course Fee: \$40.00

Prior to Fall 2006 the course number was PE109T

PEA176 Volleyball I — 1 credits

This skill course introduces students to the lifetime activity of volleyball. This will be a fundamental course teaching the basics of the game from scoring to the actual playing. This course will also cover volleyball etiquette. The class will play two on two, three on three, and standard volleyball.

Lecture hours: 0

Lab/Clinic hours: 32

Course Fee: \$80.00

Prior to Fall 2006 the course number was PE108T

PEA187 Weight Training I — 1 credits

This skill course introduces the student to basic principles of weight training and the effects of this type of exercise on the body. Personalized programs will be the focus while emphasizing proper lifting techniques and safety issues.

Lecture hours: 0

Lab/Clinic hours: 32

Course Fee:

Prior to Fall 2006 the course number was PE103T

PEA191 Pilates — 1 credits

This skill course is designed to provide students with the opportunity to learn Pilates principles and mat-based exercises from the beginner level through the intermediate level, finishing with the advanced level. Pilates is a form of exercise that focuses on core stability and strength while simultaneously lengthening and strengthening the muscles without adding bulk.

Lecture hours: 32

Lab/Clinic hours:

Course Fee:

Prior to Fall 2006 the course number was PE115T

PEA193 Resist-A-Ball — 1 credits

This aerobic activity course introduces the fundamentals of Resist-A-Ball usage. The physical benefits associated with Resist-A-Ball include, but are not likely to be limited to, increased strength, flexibility, and body awareness. The ball will also be used for meditative-type activities. Students will learn proper form and technique when performing any and all exercises using the Resist-A-Ball essential to their individual safety.

Lecture hours: 0

Lab/Clinic hours: 32

Course Fee:

Prior to Fall 2006 the course number was PE116T

PEA194 Vinyasa Yoga — 1 credits

This skill course introduces the fundamentals of Vinyasa Yoga. Vinyasa Yoga focuses on balanced asana (posture) sequences, as well as the connection of the asanas and the breath. There are a host of associated benefits including, but not limited to, increased levels of body awareness, increased strength and flexibility as well as the benefits shown to be associated with relaxation.

Lecture hours: 0

Lab/Clinic hours: 32

Course Fee:

Prior to Fall 2006 the course number was PE117T

PEA196 Iron Yoga-Pilates Infusion — 1 credits

This skills course provides students with an opportunity to contrast and compare yoga and pilates, and use a host of equipment to compliment both. Emphasis will be placed on muscular strength and endurance, flexibility, physical balance, and mind control.

Lecture hours: 0

Lab/Clinic hours: 32

Course Fee:

PEA287 Weight Training II — 1 credits

This skill course emphasizes the importance of variation in the weight training regimen by incorporating different training systems.

Lecture hours: 0

Lab/Clinic hours: 32

Prerequisite(s): Completion of PEA187

Course Fee:

PEC110 Coaching Ethics, Techniques and Theory — 1 credits

This is one of the four courses required to receive a coaching authorization or endorsement. This course meets the required hours for ethics. By the end of the course participants should be able to explain methodology and responsibilities of a successful coach, apply teaching techniques to sports skills, connect how communication and motivation affect performance, and distinguish appropriate ethical behavior of coaches and students. Taking responsibility for their own learning, participants should be able to plan for an effective and meaningful experience for the athlete that is supported by informed decision-making.

Lecture hours: 16

Lab/Clinic hours:

Course Fee:

PEC115 Athletic Development and Human Growth — 1 credits

This is one of the four courses required to receive a coaching authorization or endorsement. This course will connect the participants to the basic concepts of growth and development of students in the 5th through 12th grade who would participate in school sponsored athletics. By the end of this course, participants should be able to explain how and when physical, social, emotional, and intellectual development occurs and how this development affects learning, behavior, and performance. Taking responsibility for their own learning, participants should be able to plan for an effective and meaningful athletic experience for the adolescent that is supported by informed decision-making.

Lecture hours: 16

Lab/Clinic hours:

Course Fee:

PEC123 Anatomy for Coaching — 1 credits

This is one of the four courses required to receive a coaching authorization or endorsement. By the end of this course, participants should be able to apply basic physiological concepts to athletics, connect how they affect movement, conditioning, and performance. Taking responsibility for their own learning, participants should be able to plan for an effective and meaningful experience for the athlete that is supported by informed decision-making.

Lecture hours: 16

Lab/Clinic hours:

Course Fee:

PEC127 Care and Prevention of Athletic Injuries — 2 credits

This is one of the four courses required to receive a coaching authorization or endorsement. This course will describe the duties and responsibilities in protecting the health of athletes. The course is aimed at recognizing injuries and providing basic care for those injuries as well as techniques to prevent injuries from occurring.

Lecture hours: 32

Lab/Clinic hours:

Course Fee:

PEH110 Personal Wellness — 2 credits

This is an introductory level course designed to expose students to a wide array of physical fitness activities as well as nutritional factors, health risk factors, and stress reduction techniques. The focus of this course is to explore wellness in holistic terms, not just in physical fitness terms.

Lecture hours: 32

Lab/Clinic hours:

Course Fee:

Prior to Fall 2006 the course number was PE100T

PEH111 Personal Wellness — 3 credits

This is an introductory level course designed to explore wellness in all dimensions. Students will assess their overall level of wellness, assess current lifestyle choices, and be enabled with strategies that will lead to an improved lifestyle and overall level of wellness.

Lecture hours: 48

Lab/Clinic hours:

Course Fee:

PEH141 First Aid — 2 credits

This course will use discussion and application to provide the layperson with the basic skills and knowledge necessary to provide First Aid, CPR, and AED to adult, child, and infant populations. Certification by the American Red Cross will be awarded to those who qualify.

Lecture hours: 32

Lab/Clinic hours:

Course Fee: \$30.00

PEH266 Leadership Techniques for Fitness Programs — 3 credits

This course will prepare students to develop and implement an individualized and group approach to exercise leadership in healthy populations. The student will also become proficient in writing, leading, and demonstrating safe and effective methods of exercise by applying the fundamental principles of exercise science.

Lecture hours: 32

Lab/Clinic hours: 32

Course Fee:

PHI101 Introduction to Philosophy — 3 credits

This course is an investigation of some of the fundamental problems of human existence--human nature, the nature of reality, how and what we know, the existence of God, ethical behavior, justice, and freedom. This will be undertaken through readings and discussions of major philosophical schools of thought in Western and non-Western traditions.

Lecture hours: 48

Lab/Clinic hours:

Course Fee:

Prior to Fall 2006 the course number was PR101T, PR190T

PHI105 Introduction to Ethics — 3 credits

This course examines contemporary ethical conflicts and provides a grounding in the language, concepts, and traditions of ethics. This course provides students with the intellectual tools to analyze moral dilemmas in the fields they choose to pursue and participate in as members of society.

Lecture hours: 48

Lab/Clinic hours:

Course Fee:

Prior to Fall 2006 the course number was PR110T

PHI121 Classical/Medieval Philosophy — 3 credits

This course will cover an intellectual history of Western civilization from the pre-Socratic philosophers through Scholasticism. The course will begin by looking at several philosophers preceding Socrates, as well as study Socrates, Plato, Aristotle, and the impact of Greek philosophy. It will then look at the development of early Christianity through Augustine, the early Medieval period through Thomas Aquinas, and the late medieval period through William of Occam.

Lecture hours: 48

Lab/Clinic hours:

Course Fee:

PHS120 Exploring Physical Science — 4 credits

This course introduces the student to the concepts and processes of physics, chemistry, astronomy, and earth

science. Students are presented with a general overview of theories that have an impact on their everyday lives.

Lecture hours: 48

Lab/Clinic hours: 32

Prerequisite(s): A minimum grade of D- in a 100 level math course or appropriate placement scores (ACT: 24 or COMPASS Algebra: 66-100), a minimum grade of D- in RDG040 College Preparatory Reading III or appropriate placement scores (COMPASS Reading: 82 or above), and a minimum grade of D- in ENG105 Composition I or COM781 Written Communication in the Workplace.

Course Fee:

Prior to Fall 2006 the course number was PS112T

PHS142 Principles of Astronomy — 3 credits

This physical science course explores the mysteries of the universe. Through scientific reason, the course will examine the following: the history of astronomy, the planets, stars, nebulae, galaxies, the creation and fate of the universe and our place in it. This course includes amateur observation techniques.

Lecture hours: 48

Lab/Clinic hours:

Prerequisite(s): A minimum grade of D- in a 100 level math course or appropriate placement scores (ACT: 24 or COMPASS Algebra: 66-100), a minimum grade of D- in RDG040 College Preparatory Reading III or appropriate placement scores (COMPASS Reading: 82 or above), and a minimum grade of D- in ENG105 Composition I or COM781 Written Communication in the Workplace.

Course Fee:

Prior to Fall 2006 the course number was PS115T, PS190T

PHS152 Astronomy — 4 credits

A basic course in descriptive astronomy dealing with the development of modern astronomy and with its present-day theories and observations. Topics covered include motions of solar system and deep sky objects, telescopes and other instruments, members of the solar system, nature of the sun, other stars, origin and development of stars and planets, our galaxy, other galaxies, and the organization of the universe.

Lecture hours: 48

Lab/Clinic hours: 32

Prerequisite(s): A minimum grade of D- in a 100 level math course or appropriate placement scores (ACT: 24 or COMPASS Algebra: 66-100), a minimum grade of D- in RDG040 College Preparatory Reading III or appropriate placement scores (COMPASS Reading: 82 or above), and a minimum grade of D- in ENG105 Composition I or COM781 Written Communication in the Workplace.

Course Fee:

PHS928 Independent Study — 1 credits

This course provides opportunity for a student to focus previous course work and knowledge on a special issue as well as provide for individualized exploration of topics pertinent to the student's projected objectives within any recognized discipline. Faculty consultation is required. prior to registration for this course

Lecture hours: 0

Lab/Clinic hours:

Course Fee:

PHT102 Photo Design I — 3 credits

This course identifies the fundamental design and compositional elements contained in quality images used for

professional photography. The course provides exposure to several photographic styles which can be drawn upon for each individual's photographic journeys.

Lecture hours: 32

Lab/Clinic hours: 48

Course Fee:

Prior to Fall 2006 the course number was PO102U

PHT106 Introduction to Image Editing — 3 credits

This course identifies the fundamental design and compositional elements contained in quality images used for professional photography. The course provides exposure to several photographic styles which can be drawn upon for each individual's photographic journeys.

Lecture hours: 32

Lab/Clinic hours: 32

Course Fee: \$40.00

Prior to Fall 2006 the course number was PO106U

PHT108 Camera I — 3 credits

This course is an introduction to the basics of camera handling, exposure, and meter usage.

Lecture hours: 32

Lab/Clinic hours: 48

Co-requisite(s): PHT109 Print I

Course Fee:

PHT109 Print I — 3 credits

This course is an introduction to the basics of processing camera outputs and applying techniques used to produce a professional print. This course also emphasizes the fundamental print finishing methods used in the professional photography industry to enhance a photograph's overall presentation.

Lecture hours: 32

Lab/Clinic hours: 32

Prerequisite(s): PHT108 Camera I

Co-requisite(s): PHT108 Camera I

Course Fee:

PHT110 Camera II — 3 credits

This course is an extension of Camera I and expands on camera captures, introducing editing workflows and image conversions. Additional camera accessories and optical image management are explained along with common problems with optics and what can be done to correct for them.

Lecture hours: 32

Lab/Clinic hours: 48

Prerequisite(s): PHT108 Camera I

Course Fee:

PHT111 Print II — 3 credits

This course emphasizes color output and the need for a properly managed original image, and properly managed output devices that result in either physical prints or virtual presentations.

Lecture hours: 32

Lab/Clinic hours: 32

Prerequisite(s): PHT109 Print I and PHT106 Introduction to Image Editing
PHT202 Basic Portraiture or PHT204 Basic Commercial Photography

Co-requisite(s): PHT202 Basic Portraiture or PHT204 Basic Commercial Photography

Course Fee:

PHT132 Photo Design II — 3 credits

This course presents the physical, physiological, and psychological dimensions of color and light as perceived by people. The interaction of colors is explored as it relates to studying the forms of color, color harmonies, and color contrasts.

Lecture hours: 32

Lab/Clinic hours: 48

Prerequisite(s): PHT102 Photo Design I

Course Fee:

Prior to Fall 2006 the course number was PO132U

PHT202 Basic Portraiture — 3 credits

This course presents an introduction and an overview of the professional portrait field. The course will introduce management techniques used in portrait studios. The course will include instruction on studio equipment and utilizing natural light and studio lighting to produce acceptable portraits.

Lecture hours: 32

Lab/Clinic hours: 48

Prerequisite(s): PHT106 Introduction to Image Editing and PHT108 Camera I and PHT109 Print I

Course Fee: \$70.00

Prior to Fall 2006 the course number was PO202U

PHT204 Basic Commercial Photography — 3 credits

This course presents an overview of a profession in commercial still photography. Techniques, assignment types, expectations, working conditions, types of photography products used, studio procedures and equipment requirements will be discussed. Simple commercial techniques will be applied in practical assignments.

Lecture hours: 32

Lab/Clinic hours: 48

Prerequisite(s): PHT 106 Introduction to Image Editing and PHT 108 Camera I and PHT 109 Print I

Course Fee:

Prior to Fall 2006 the course number was PO204U

PHT208 Basic Photojournalism — 3 credits

This survey of photojournalism as a profession leads to publishable photographs through practical assignments. The techniques and working style of outstanding photojournalists are presented in multi-image programs.

Lecture hours: 32

Lab/Clinic hours: 48

Course Fee:

Prior to Fall 2006 the course number was PO208U

PHT210 Visual Communication — 3 credits

This course is a survey of the tools, materials and processes used for the production of visual messages in society. Course work includes practical application in the selection, utilization and implementation of materials in the preparation and design of messages.

Lecture hours: 32

Lab/Clinic hours: 48

Course Fee:

Prior to Fall 2006 the course number was PO210U

PHT215 Portrait Image Editing — 3 credits

This course will deal with adjusting and enhancing images after capture and before final output using computer imaging software. Emphasis will be on images used in the portrait photography industry.

Lecture hours: 32

Lab/Clinic hours: 32

Prerequisite(s): PHT106 Introduction to Image Editing

Course Fee:

PHT216 Commercial Image Editing — 3 credits

This course will deal with adjusting and enhancing images after capture and before final output using computer imaging software. Emphasis will be on images used in the commercial photography industry.

Lecture hours: 32

Lab/Clinic hours: 32

Prerequisite(s): PHT106 Introduction to Image Editing and PHT111 Print II

Course Fee:

PHT217 Advanced Portrait Image Editing — 3 credits

This course will deal with multiple images in portrait production giving a series of images that will be used together in an album or multi-image presentation a consistent look, or insuring a series of images that will be combined into a composite image will have appropriate balance.

Lecture hours: 32

Lab/Clinic hours: 32

Prerequisite(s): PHT215 Portrait Image Editing

Course Fee:

PHT218 Advanced Commercial Image Editing — 3 credits

This course will deal with multiple images in commercial production; giving a series of images that will be used together in a catalog or brochure a consistent look, or insuring a series of images that will be combined into a composite image will have appropriate balance.

Lecture hours: 32

Lab/Clinic hours: 32

Prerequisite(s): PHT216 Commercial Image Editing

Course Fee:

PHT220 Intermediate Portraiture — 3 credits

This course is designed to assist the student in learning advanced portrait techniques and the business tools needed to start and maintain a portrait studio. The course creates an awareness of the work environment the student will enter. This course builds on the skills learned in Basic Portraiture and will include portrait assignments incorporating the criteria for acceptable portraits while utilizing studio lighting and natural lighting.

Lecture hours: 32

Lab/Clinic hours: 48

Prerequisite(s): PHT202 Basic Portraiture

Course Fee: \$45.00

PHT227 Intermediate Commercial — 3 credits

This course builds on the theory and techniques learned in Basic Commercial Photography. Lighting and image control will be presented in a variety of situations both in the studio and on location.

Lecture hours: 32

Lab/Clinic hours: 48

Prerequisite(s): PHT204 Basic Commercial Photography

Course Fee:

PHT229 Intermediate Photojournalism — 3 credits

This course prepares students to find employment with various publications and media outlets including newspapers, magazines, public relations departments and internet outlets. Portfolio presentation is required upon completion.

Lecture hours: 32

Lab/Clinic hours: 48

Prerequisite(s): A minimum grade of "C" in PHT208 Basic Photojournalism

Course Fee:

PHT235 Techniques for Studio Promotion — 3 credits

This course emphasizes fundamental promotional methods used in professional portrait photography studios and provides exposure to the various advertising and marketing strategies to promote the studio and raise public awareness.

Lecture hours: 32

Lab/Clinic hours: 48

Prerequisite(s): A minimum grade of D- in PHT202 Basic Portraiture or PHT204 Basic Commercial Photography.

Course Fee:

Prior to Fall 2006 the course number was PO235U

PHT237 History of Photography — 2 credits

This course introduces the student to the history of the photographic profession and its ascent to the modern art form we know today. The people, processes, and their contribution to society throughout photography's short history will be discussed and studied.

Lecture hours: 32

Lab/Clinic hours:

Course Fee:

Prior to Fall 2006 the course number was PO237U

PHT240 Portrait Production and Portfolio — 3 credits

This course is designed to assist the student in learning production portrait techniques and the customer services needed to start and maintain a portrait studio. The course creates an awareness of the work environment. This course builds on the skills learned in Intermediate Portraiture and will include various portrait assignments in the studio, outdoors, and on location. A portfolio presentation is required upon completion.

Lecture hours: 32

Lab/Clinic hours: 48

Prerequisite(s): PHT220 Intermediate Portraiture

Course Fee: \$80.00

PHT241 Portrait Business — 3 credits

This course overviews the day to day operations specific to a portrait photography business, including business structure, cost of doing business, invoicing, staffing, and business taxes.

Lecture hours: 32

Lab/Clinic hours: 48

Prerequisite(s): A minimum grade of D in PHT202 Basic Portraiture.

Co-requisite(s): PHT240 Port Production and Portfolio

Course Fee:

PHT242 Audio Visual Presentations — 3 credits

This course introduces the student to the aspects of planning, producing, distributing, and presenting computer based multimedia. Macintosh and PC computer platforms will be utilized to complete assignments. Students will integrate digital photography and digital audio to produce assignments.

Lecture hours: 32

Lab/Clinic hours: 48

Course Fee:

Prior to Fall 2006 the course number was PO242U

PHT244 Wedding Photography — 4 credits

This course presents an overview of the professional wedding field. The course will include instruction on equipment, lighting, and posing utilized for photographing a wedding. The course will also cover marketing, sales techniques, and the day-to-day business procedures needed to operate a wedding business.

Lecture hours: 32

Lab/Clinic hours: 64

Prerequisite(s): PHT220 Intermediate Portraiture

Course Fee:

Prior to Fall 2006 the course number was PO244U

PHT247 Commercial Production and Portfolio — 3 credits

This course will look at a number of challenging situations likely to be encountered by commercial photographers, including ones that require advanced lighting solutions, large teams of people, or extensive planning and preparation. This course analyzes a variety of photographic styles and considers the importance of developing a personal photographic style. Students will be required to produce and present a portfolio of their commercial images.

Lecture hours: 32
Lab/Clinic hours: 48

Prerequisite(s): PHT227 Intermediate Commercial

Course Fee:

PHT248 Commercial Business — 3 credits

This course overviews the day to day operations specific to a commercial photography business, including business structure, cost of doing business, invoicing, staffing, and business taxes.

Lecture hours: 32
Lab/Clinic hours: 48

Prerequisite(s): A minimum grade of D in PHT204 Basic Commercial Photography.

Course Fee:

PHT251 Fine Art Photography — 3 credits

This course will present an overview of the Fine Art Photography field. Outlets will be identified for selling personal fine art photography. The course will also include instruction on how to apply to shows and give direction on how to present, display, and sell fine art photography.

Lecture hours: 32
Lab/Clinic hours: 48

Prerequisite(s): PHT111 Print II

Course Fee:

PHT252 Film and Print Scanning — 3 credits

This course will study the conversion from analog film and prints into a digital format that can be used within electronic image editing and output.

Lecture hours: 32
Lab/Clinic hours: 32

Prerequisite(s): PHT215 Portrait Image Editing or PHT216 Commercial Image Editing

Course Fee:

PHT253 Art Direction — 3 credits

This course will provide an overview of the working relationship between the photographer and the art director, as well as explore skills needed for good communication and collaboration.

Lecture hours: 32
Lab/Clinic hours: 48

Prerequisite(s): PHT247 Comm Production and Portfolio

Course Fee:

PHT928 Photography Independent Study — 1 credits

This course provides opportunity for a student to focus previous course work and knowledge on a special issue as well as provide for individualized exploration of topics pertinent to the student's projected objectives within any recognized discipline. Faculty consultation is required prior to registration for this course. Students can earn one to five credits.

Lecture hours: 0
Lab/Clinic hours: 48

Course Fee:

PHY162 College Physics I — 4 credits

This course covers the fundamental concepts, principles and laws of physics and their applications. It covers kinematics, dynamics, force, linear and rotational motion, fluids, sound, temperature, and heat.

Lecture hours: 48

Lab/Clinic hours: 32

Prerequisite(s): A minimum grade of C- in MAT747 Technical Math II, MAT128 Precalculus, or MAT134 Trigonometry and Analytic Geometry, or a COMPASS score sufficient to enroll in MAT210.

Course Fee:

Prior to Fall 2006 the course number was PH110T

PHY172 College Physics II — 4 credits

This course is the second semester continuation of General Physics I. The course studies the fundamental concepts, principles and laws of physics and their application. It covers electricity and magnetism, light and geometric optics, quantum and nuclear physics.

Lecture hours: 48

Lab/Clinic hours: 32

Prerequisite(s): A minimum grade of C- in PHY162 College Physics I.

Course Fee:

Prior to Fall 2006 the course number was PH111T

PHY183 Applied Physics — 3 credits

This course is an introduction to topics of classical physics such as motion, friction, gravitation, vibrational motion, thermodynamics, sound, light, and optics.

Lecture hours: 32

Lab/Clinic hours: 48

Prerequisite(s): MAT514 Electronics Math II

Course Fee:

Prior to Fall 2006 the course number was PH108U

PHY212 Classical Physics I — 5 credits

This course introduces physics using calculus-level mathematics. Designed for students in Engineering, Mathematics, and Physics. The first semester of this sequence covers the topics of vectors, linear and rotational kinematics, statics, dynamics, oscillatory and wave motion, temperature, and heat.

Lecture hours: 64

Lab/Clinic hours: 32

Prerequisite(s): A minimum grade of C- in MAT210 Calculus I .

Course Fee:

Prior to Fall 2006 the course number was PH112T

PHY222 Classical Physics II — 5 credits

This course is the second semester continuation of Classical Physics I. This is a calculus-based course that studies the fundamental concepts, principles and laws of physics, and their applications. Topics include: electricity and magnetism, light and geometric optics, quantum and nuclear physics.

Lecture hours: 64
Lab/Clinic hours: 32

Prerequisite(s): A minimum grade of C- in PHY212 Classical Physics I and MAT216 Calculus II.

Course Fee:

Prior to Fall 2006 the course number was PH113T

PNN100 Nursing Assistant — 3 credits

This course is designed to meet the training requirements of the Omnibus Reconciliation Act of 1987 (OBRA) for aides working in nursing facilities (NF) and skilled nursing facilities (SNF). Emphasis in the course is on students achieving a basic level of knowledge and demonstrating skills to provide safe, effective resident/client care. This course parallels PNN-132 Nursing Fundamentals I.

Lecture hours: 32
Lab/Clinic hours: 48

Course Fee: \$75.00

Prior to Fall 2006 the course number was PN103U

PNN102 Introduction to Health Careers — 3 credits

This introductory course is designed to provide the student with an exploration of a variety of health careers/professions, some basic health care principles and skills, and certification in CPR, First Aid, Mandatory Reporter Training for Child and Dependent Adult Abuse, and Blood Borne Pathogen Training.

Lecture hours: 32
Lab/Clinic hours: 32

Course Fee:

Prior to Fall 2006 the course number was GT103U

PNN103 Nursing Calculations — 2 credits

This course is designed to present mathematics necessary to convert between the American, metric, and apothecary systems of measurement using ratio-proportion and dimensional analysis methods. The course also includes intake and output calculations, percentages of change with weights, calories and fluids, calculating feeding solutions, drug dosage calculations, and determining IV flow rates.

Lecture hours: 32
Lab/Clinic hours:

Prerequisite(s): MAT063 Elementary Algebra, or MAT110 Math for Liberal Arts, or MAT156 Statistics

Other Requirements: Admitted to current semester of Practical Nursing Program

Course Fee:

Prior to Fall 2006 the course number was PN109U

PNN132 Nursing Fundamentals I — 3 credits

This course presents and offers supervised practice of basic skills, principles and procedures, therapeutic care and measures, and observing and meeting client needs through application of the nursing process in a laboratory setting. The student is assisted in gaining skill and accuracy through demonstration, supervised practice, and evaluation. This course parallels the state approved Nurse Aide I credit course.

Lecture hours: 32
Lab/Clinic hours: 32

Prerequisite(s): BIO159 Fundamentals of Anatomy & Physiology

Other Requirements: Admitted to current semester Practical Nursing Program

Course Fee: \$42.00

Prior to Fall 2006 the course number was PN107U

PNN133 Nursing Fundamentals II — 3 credits

This course is a continuation of PNN-132 Nursing Fundamentals I or the state approved Nurse Aide I credit course. This course presents and offers supervised practice of basic nursing skills, principles and procedures, therapeutic care and measures, and observing and meeting clients' needs through application of the nursing process in a laboratory setting. The student is assisted in gaining skill and accuracy through demonstration, supervised practice, and evaluation.

Lecture hours: 32

Lab/Clinic hours: 32

Prerequisite(s): PNN132 Nursing Fundamentals I or PNN100 Nursing Assistant with certification

Course Fee:

Prior to Fall 2006 the course number was PN108U

PNN161 Introduction to Client Care — 1 credits

This course provides students with an introduction to clinical nursing. Emphasis is placed on utilization of the nursing process for the geriatric client in the long-term care facility. This course begins the three year time limit for completion of the LPN curriculum.

Lecture hours: 0

Lab/Clinic hours: 48

Prerequisite(s): PNN132 Nursing Fundamentals I or PNN100 Nursing Assistant with certification, PNN133 Nursing Fundamentals II, PNN103 Nursing Calculations

Course Fee: \$596.00

Prior to Fall 2006 the course number was PN105U

PNN270 Introduction to Nutrition — 2 credits

This course evaluates attitudes and helps develop understanding and the skills necessary to good basic nutrition at the personal level and with clinical application throughout the lifespan. It includes a study of the components and functions of food, preservation of nutrients, and principles of digestion.

Lecture hours: 32

Lab/Clinic hours:

Prerequisite(s): ENG061 College Preparatory Writing II, MAT063 Elementary Algebra, SDV025 College Study Skills, BIO041 Pre-Technical Biology

Other Requirements: Completion of Practical Nursing admission requirements.

Course Fee:

Prior to Fall 2006 the course number was PN104U

PNN311 PN Issues and Trends — 1 credits

This course is an overview of the role of the licensed practical nurse in Iowa. This course introduces students to the history, educational preparation, legal and ethical requirements, and cultural and spiritual sensitivity. Levels of practice, career opportunities, and beginning the job search are addressed.

Lecture hours: 16

Lab/Clinic hours:

Prerequisite(s): PNN270 Introduction to Nutrition, PNN161 Introduction to Client Care, PNN132 Nursing Fundamentals I, PNN133 Nursing Fundamentals II, PNN103 Nursing Calculations, BIO159 Fundamentals of Anatomy & Physiology, PSY111 Introduction to Psychology

Other Requirements: Completion of all first semester Practical Nursing courses with a C or higher.

Course Fee:

Prior to Fall 2006 the course number was PN201U

PNN343 Nursing Perspectives Through the Lifespan — 3 credits

This course is a study of the stages of normal growth and development including physical, behavioral, and personality development from conception to death. Special emphasis is placed on phases and processes of aging.

Lecture hours: 48

Lab/Clinic hours:

Prerequisite(s): ENG061 College Preparatory Writing II, MAT063 Elementary Algebra, SDV025 College Study Skills, BIO041 Pre-Technical Biology

Other Requirements: Completion of Practical Nursing admission requirements.

Course Fee:

Prior to Fall 2006 the course number was PN131U

PNN401 Mental Health Nursing — 1 credits

This course focuses on the beginning study of mental health concepts utilizing the nursing process. Self-awareness and providing a therapeutic relationship are important aspects of this course. Emphasis is also placed on nursing interventions provided to meet the emotional needs of the client, especially the elderly.

Lecture hours: 16

Lab/Clinic hours:

Prerequisite(s): PNN270 Introduction to Nutrition, PNN161 Introduction to Client Care, PNN132 Nursing Fundamentals I, PNN133 Nursing Fundamentals II, PNN103 Nursing Calculations, BIO159 Fundamentals of Anatomy & Physiology, PSY111 Introduction to Psychology

Other Requirements: Completion of all first semester Practical Nursing courses with a C or higher.

Course Fee: \$70.00

Prior to Fall 2006 the course number was PN200U

PNN431 Maternal Child Nursing I — 2 credits

This course is designed to provide the student with an understanding of basic nursing care during pregnancy, labor, delivery, and postpartum periods. Health promotion of infants, children and adolescents is addressed. Basic nursing care essential in caring for the child hospitalized with a common illness or surgical procedure is presented.

Lecture hours: 32

Lab/Clinic hours:

Prerequisite(s): A minimum grade of C in PSY111 Introduction to Psychology, PNN270 Introduction to Nutrition, PNN161 Introduction to Client Care, PNN132 Nursing Fundamentals I, PNN133 Nursing Fundamentals II, PNN103 Nursing Calculations, and BIO159 Fundamentals of Anatomy and Physiology or BIO168 Human Anatomy and Physiology I and BIO173 Human Anatomy and Physiology II.

Co-requisite(s): A minimum grade of C in PNN343 Nurse Perspect Lifespan.

Course Fee:

PNN541 Medical Surgical Nursing A — 5 credits

This course is a study of nursing care of adult clients with medical-surgical alterations of the following systems: musculoskeletal, neurological, respiratory, endocrine, immune, and eye/ear. Clinical experiences are provided in acute care facilities. Pharmacology and gerontological considerations are integrated throughout this course.

Lecture hours: 48

Lab/Clinic hours: 96

Prerequisite(s): PNN270 Introduction to Nutrition, PNN161 Introduction to Client Care, PNN132 Nursing Fundamentals I, PNN133 Nursing Fundamentals II, PNN103 Nursing Calculations, BIO159 Fundamentals of Anatomy & Physiology, PSY111 Introduction to Psychology

Other Requirements: Completion of all first semester Practical Nursing courses with a C or higher.

Course Fee:

Prior to Fall 2006 the course number was PN134U

PNN542 Medical Surgical Nursing B — 5 credits

This course is a study of nursing care of adult clients with medical-surgical alterations of the following systems: cardiovascular, hematology, gastrointestinal, urinary, reproductive, and integumentary. Clinical experiences are provided in acute care facilities. Pharmacology and gerontological considerations are integrated throughout this course.

Lecture hours: 48

Lab/Clinic hours: 96

Prerequisite(s): PNN270 Introduction to Nutrition, PNN161 Introduction to Client Care, PNN132 Nursing Fundamentals I, PNN133 Nursing Fundamentals II, PNN103 Nursing Calculations, BIO159 Fundamentals of Anatomy & Physiology, PSY111 Introduction to Psychology

Other Requirements: Completion of all first semester Practical Nursing courses with a C or higher.

Course Fee:

Prior to Fall 2006 the course number was PN135U

PNN543 Foundations of Clinical Practices — 3 credits

This course is an introduction to the general concepts that are applicable to nursing in a variety of settings. Areas of focus include nursing assessment, pharmacology, health care agencies, community resources, regulatory responses, the client with cancer, and additional clinical skills.

Lecture hours: 32

Lab/Clinic hours: 32

Prerequisite(s): PNN270 Introduction to Nutrition, PNN161 Introduction to Client Care, PNN132 Nursing Fundamentals I, PNN133 Nursing Fundamentals II, PNN103 Nursing Calculations, BIO159 Fundamentals of Anatomy & Physiology, PSY111 Introduction to Psychology

Other Requirements: Completion of all first semester Practical Nursing courses with a C or higher.

Course Fee:

Prior to Fall 2006 the course number was PN133U

PNN722 Fundamentals of Nursing Clinical — 2 credits

Focuses on the application of knowledge, psychomotor, and affective skills to perform the role of provider of care. Emphasis is on making basic observations and performing nursing cares associated with activities of daily living in long-term care and medical settings. Concepts related to nutrition, pharmacology, and

pathophysiology are applied.

Lecture hours: 0

Lab/Clinic hours:

Prerequisite(s): A minimum grade of C in PSY111 Introduction to Psychology, PNN270 Introduction to Nutrition, PNN161 Introduction to Client Care, PNN132 Nursing Fundamentals I, PNN133 Nursing Fundamentals II, PNN103 Nursing Calculations, and BIO159 Fundamentals of Anatomy and Physiology or BIO168 Human Anatomy and Physiology I and BIO173 Human Anatomy and Physiology II.

Course Fee:

POL111 American National Government — 3 credits

This course is a study of the United States national government, specifically its institutions, the process of governing, the means by which individual citizens and groups influence that process, and the output of that governing process.

Lecture hours: 48

Lab/Clinic hours:

Course Fee:

Prior to Fall 2006 the course number was SS152T, SS193T

POL121 International Relations — 3 credits

This course is an introduction to international politics. The course will examine the underlying forces that shape and constrain how countries behave in the international system, historical patterns of state behavior, and the prospect of state cooperation and conflict in the future. Analysis of international relations will be done through the examination of historical events, current events, policy evaluation, and scholarly theory.

Lecture hours: 48

Lab/Clinic hours:

Course Fee:

Prior to Fall 2006 the course number was SS151T

POL125 Comparative Government and Politics — 3 credits

This course introduces the study of politics using a comparative structure. It examines the principles and operation of modern political systems. Emphasis is on the processes in a variety of political systems in the world including democratic, socialist, and totalitarian systems.

Lecture hours: 48

Lab/Clinic hours:

Course Fee:

Prior to Fall 2006 the course number was SS154T

PSY102 Human and Work Relations — 3 credits

This course studies self and social behavior. Emphasis is placed on the understanding and application of social science theories and research for the development of effective interpersonal and organizational relationships.

Lecture hours: 48

Lab/Clinic hours:

Course Fee:

Prior to Fall 2006 the course number was HR101U

PSY111 Introduction to Psychology — 3 credits

This course provides an introduction to the study of behavior with emphasis in the areas of learning, cognition, motivation, personality, behavioral disorder, therapy, and social influence. An understanding of the impact of both theoretical perspectives and experimental evidence on the formulation of the science of human behavior is also stressed. Psychological theories and principles are utilized to explain and predict behavior.

Lecture hours: 48

Lab/Clinic hours:

Course Fee:

Prior to Fall 2006 the course number was PY100T, PY190T

PSY121 Developmental Psychology — 3 credits

This course presents a life span, developmental approach to the study of the developing person that identifies the behavioral dynamics of the physical, cognitive, social, and affective domains of development with a view to the impact of family, school, and community.

Lecture hours: 48

Lab/Clinic hours:

Course Fee:

Prior to Fall 2006 the course number was PY105T

PSY241 Abnormal Psychology — 3 credits

This course is a survey of the major classifications of psychological disorders. Emphasis will be on theoretical perspectives, descriptions of disorders, and therapeutic approaches.

Lecture hours: 48

Lab/Clinic hours:

Prerequisite(s): PSY111 Introduction to Psychology

Course Fee:

Prior to Fall 2006 the course number was PY201T, PY191T

PSY251 Social Psychology — 3 credits

This course provides an introduction to the study of the interrelationship between the individual and social behavior with emphasis in the areas of social cognition, attribution, attitudes, group behavior, prejudice and discrimination, and interpersonal relationships. Basic psychological and sociological perspectives and research findings will be reviewed to better understand individual and social behavior.

Lecture hours: 48

Lab/Clinic hours:

Prerequisite(s): PSY111 Introduction to Psychology; SOC110 Introduction to Sociology, or instructor consent.

Course Fee:

Prior to Fall 2006 the course number was PY118T

PSY261 Human Sexuality — 3 credits

This course explores the biological, psychological, social, cultural, and historical forces that influence human relationships and sexuality. Research and theory are utilized to examine the diversity of human sexual expression.

Lecture hours: 48

Lab/Clinic hours:

Course Fee:

Prior to Fall 2006 the course number was SS160T

PSY262 Psychology of Gender — 3 credits

This course explores the meaning of gender. Research and theory in the areas of gender development, gender similarities and differences, and the nature and effects of gender roles and stereotypes is emphasized.

Lecture hours: 48

Lab/Clinic hours:

Prerequisite(s): PSY111 Introduction to Psychology

Course Fee:

Prior to Fall 2006 the course number was PY116T

PSY924 Honors Project — 1 credits

This course involves in-depth independent research on an approved topic under supervision of a faculty member. Upon project's completion, results will be shared with community of peers and faculty. Up to 3 credits may be earned for this course.

Lecture hours: 0

Lab/Clinic hours: 16

Course Fee:

PSY926 Honors Seminar — 3 credits

Honors seminar in a topic selected by faculty member. The topic would change from semester to semester, coming from the faculty member's area of interest and may also include topics from the Phi Theta Kappa national honors topics.

Lecture hours: 0

Lab/Clinic hours:

Course Fee:

PTA101 Introduction to PTA — 2 credits

This course provides an introduction to the role of a physical therapist assistant in the health care delivery system. History and organization of the physical therapy profession, standards of practice, laws and regulations, the interdisciplinary health care team, ethics, and accessing research/health care literature will be covered.

Lecture hours: 32

Lab/Clinic hours:

Prerequisite(s): Acceptance into Phase II of the Physical Therapist Assistant program.

Course Fee: \$100.00

PTA110 Fundamentals for PTA — 3 credits

An introduction to the skills needed to care for patients in varied settings. This course will include body measurements, range of motion, vital signs, lifting and transfers, draping and positioning, documentation guidelines, manual muscle testing, posture and body alignment, assistive devices, and the pre-ambulatory patient.

Lecture hours: 32

Lab/Clinic hours: 32

Prerequisite(s): Acceptance into Phase II of the Physical Therapist Assistant program.

Course Fee: \$107.85

PTA113 Fundamentals for PTA II — 3 credits

Introduction to physical disabilities and community barriers, independent activities of daily living, prosthetics, orthotics, static/dynamic splints, casts, braces, relaxation training, pulmonary function, airway clearance techniques, breathing exercises, functional assessment, functional exercise, balance assessment, and balance training.

Lecture hours: 32

Lab/Clinic hours: 32

Prerequisite(s): A minimum grade of C in PTA110 Fundamentals for PTA.

Course Fee:

PTA120 Kinesiology — 3 credits

This course will present advanced anatomy of the musculoskeletal system with emphasis on joint mechanics, human movement, and palpation of anatomical landmarks. The student will learn the principles of normal and abnormal gait.

Lecture hours: 32

Lab/Clinic hours: 32

Prerequisite(s): Acceptance into Phase II of the Physical Therapist Assistant program.

Course Fee:

PTA150 Pathophysiology — 3 credits

Describes the etiology, signs, symptoms, and treatment of diseases and disorders commonly encountered in physical therapy.

Lecture hours: 48

Lab/Clinic hours:

Prerequisite(s): Acceptance into Phase II of the Physical Therapist Assistant program.

Course Fee:

PTA194 Therapeutic Agents I — 3 credits

Introduction to the use of physical modalities for patient treatment. The principles of inflammation, cell repair, pain, and pain management will be introduced. The student will learn the physics, physiology, indications, contraindications, application, and patient preparation for the use of heat, cold, ultrasound, massage, vasocompression, wound care, hydrotherapy, and phonophoresis.

Lecture hours: 32

Lab/Clinic hours: 32

Prerequisite(s): Acceptance into Phase II of the Physical Therapist Assistant program.

Course Fee: \$46.00

PTA195 Therapeutic Agents II — 3 credits

This course continues with the study of the physics, physiology, indications, contraindications, and patient preparation for the use of modalities. Focus will be on electrical modalities including iontophoresis, biofeedback, transcutaneous electrical stimulation (TENS), neuromuscular electrical stimulation, high volt, interferential, and microcurrent. The course will also include mechanical traction, continuous passive motion, and laser.

Lecture hours: 32

Lab/Clinic hours: 32

Prerequisite(s): A minimum grade of C in PTA194 Therapeutic Agents I.

Course Fee:

PTA211 Musculoskeletal I — 3 credits

This course will present the principles of tissue development, healing and response to physical therapy treatments. Common cervical spine and upper extremity orthopedic diagnosis, physical therapy interventions, and post-operative and injury care protocols will be discussed.

Lecture hours: 32

Lab/Clinic hours: 32

Prerequisite(s): Acceptance into Phase II of the Physical Therapist Assistant program.

Course Fee:

PTA212 Musculoskeletal II — 3 credits

This course will present common lower extremity and thoracolumbar spine orthopedic diagnosis and physical therapy interventions. Post-operative and injury care protocols will be discussed.

Lecture hours: 32

Lab/Clinic hours: 32

Prerequisite(s): A minimum grade of C in PTA211 Musculoskeletal I.

Course Fee:

PTA231 Therapeutic Exercise for PTA — 3 credits

This course covers the principles of exercise physiology, the application of exercise to treatment plans and injury prevention, equipment, and exercise interventions to improve flexibility, strength, motor control, special topics in women's health, and cardiovascular function.

Lecture hours: 32

Lab/Clinic hours: 32

Prerequisite(s): A minimum grade of C in PTA211 Musculoskeletal I AND a minimum grade of C in PTA120 Kinesiology.

Co-requisite(s): PTA212 Musculoskeletal II

Course Fee:

PTA248 PTA Neurology — 4 credits

This course presents information on nervous system anatomy, function and normal/abnormal development; therapeutic approaches to central nervous system dysfunction throughout the life cycle; and assessment of the neurologically impaired patient.

Lecture hours: 48

Lab/Clinic hours: 32

Prerequisite(s): A minimum grade of C in PTA110 Fundamentals for PTA AND a minimum grade of C in PTA120 Kinesiology.

Course Fee:

PTA285 PTA Professional Issues — 1 credits

This seminar covers topics relevant to professional development and communication. Topics include cultural competence, learning and communication styles, ethical and legal aspects of care, structure and function of institutions, wellness, reimbursement systems, and special topics in health care. Employment topics including resume writing, interviewing, performance appraisals, and work/life issues will be covered.

Lecture hours: 16-18

Lab/Clinic hours:

Prerequisite(s): A minimum grade of C in PTA101 Introduction to PTA.

Course Fee:

PTA310 PTA Clinical I — 1 credits

This course consists of Health Care Provider level CPR and First Aid certification; HIPAA, OSHA Hazard Communication (includes blood borne pathogens), and Mandatory Reporter Training for Child and Dependent Adult Abuse; and introduction to the clinic during the first two weeks of the semester, followed by weekly on-site clinical experience in local settings. The course will allow for observation of physical therapy interventions and application of elemental principles of patient care to uncomplicated patients under direct supervision and at the discretion of the Clinical Instructor.

Lecture hours: 0

Lab/Clinic hours: 48

Prerequisite(s): Acceptance into Phase II of the Physical Therapist Assistant program.

Course Fee: \$153.00

PTA311 PTA Clinical II — 1 credits

This course consists of a clinical experience starting one week prior to spring semester. The students will have the opportunity to apply skills and knowledge developed in PTA101 Introduction to PTA, PTA110 Fundamentals for PTA, PTA194 Therapeutic Agents I, PTA120 Kinesiology, PTA150 Pathophysiology, and PTA211 Musculoskeletal I per the discretion of the Clinical Instructor.

Lecture hours: 0

Lab/Clinic hours: 48

Prerequisite(s): A minimum grade of C in PTA110 Fundamentals for PTA AND a minimum grade of Pass in PTA310 PTA Clinical I.

Course Fee:

PTA415 PTA Clinical III — 5 credits

This course consists of a full-time clinical rotation at one clinical site. The student will apply skills and knowledge from all previous coursework to patient care with the purpose of developing entry-level clinical competency. Clinical competencies will be continued. An oral presentation will be presented to the staff. The clinical site may require travel away from the local region, including out-of-state.

CO-OP Hours: 320

Lecture hours: 0

Lab/Clinic hours:

Co-op Hours: 320

Prerequisite(s): A minimum grade of C in all of the following courses: PTA113 Fundamentals for PTA II, PTA195 Therapeutic Agents II, PTA212 Musculoskeletal II, PTA231 Therapeutic Exercise for PTA , PTA248 PTA Neurology, and PTA285 PTA Professional Issues.

Course Fee: \$39.00

PTA416 PTA Clinical IV — 5 credits

This course consists of a full-time clinical rotation at one clinical site. The student will continue to apply skills and knowledge obtained from all previous coursework and clinical experiences. Clinical competencies must be completed by the end of this rotation. An oral presentation will be presented to the staff that differs from Clinical III. A one day review of clinical questions and licensure exam details will follow the end of the clinical. Location of clinical sites may require travel away from the local region, including out-of-state.

CO-OP Hours: 320

Lecture hours: 0

Lab/Clinic hours:

Co-op Hours: 320

Prerequisite(s): PTA415 PTA Clinical III.

Course Fee:

RCP100 Introduction to Respiratory Care — 3 credits

This course introduces the student to the fundamentals of Respiratory Care. The field of Respiratory Care will be examined to determine opportunities and policies in the profession. It will establish a strong foundation in bedside assessment including vital signs, chest assessment, evaluating work of breathing, and patient history. Also covered will be the therapeutic uses of medical gases, infection control procedures, and proper maintenance of records. Humidity and aerosol therapy will be studied in detail.

Lecture hours: 32

Lab/Clinic hours: 32

Prerequisite(s): Must complete all Pre-Respiratory courses with a cumulative GPA of 2.75.

Course Fee: \$145.00

Prior to Fall 2006 the course number was RT104U

RCP260 Airway Maintenance Procedures — 4 credits

This course will develop the skills required to assess, diagnose, and manage a patient's airway. It specifically describes the Respiratory Therapist's role in maintaining a patent airway by using lung expansion therapy, bronchial hygiene techniques, and suctioning. The insertion, maintenance, and removal of artificial airways, which include endotracheal tubes and tracheostomy tubes, will be discussed in detail.

Lecture hours: 48

Lab/Clinic hours: 32

Course Fee:

Prior to Fall 2006 the course number was RT137U

RCP315 Cardiopulmonary Therapeutics — 4 credits

This course is a detailed study of the respiratory, circulatory, and renal systems as they apply to respiratory care. The procedure and analysis of arterial blood gas sampling will be discussed in detail along with the pharmacologic interventions used to ease the work of breathing. This course provides a foundation for the study of respiratory and cardiovascular disorders and the interventions made to alleviate them.

Lecture hours: 48

Lab/Clinic hours: 32

Course Fee:

RCP350 Pulmonary Pathology — 3 credits

This course includes principles of pathology and how the cardiopulmonary system is affected by various disease processes from prenatal life through old age. This includes the effects of inflammatory processes, immunological processes, neoplastic processes, and the effects of lifestyle on the body.

Lecture hours: 0

Lab/Clinic hours: 48

Course Fee: \$75.00

Prior to Fall 2006 the course number was RT230U

RCP410 Cardiopulmonary Diagnostics — 3 credits

This course covers advanced cardiopulmonary diagnostic tests. It includes pulmonary function tests, stress tests, imaging studies, noninvasive monitors, bronchoscopies, cardioversions, polysomnography, indwelling lines, and pulmonary rehabilitation. Ethical issues for Respiratory Therapists will also be discussed.

Lecture hours: 32

Lab/Clinic hours: 32

Prerequisite(s): A minimum grade of 'C' in RCP 565 Intensive Respiratory Care and a minimum grade of 'C' in RCP 690 Clinical Intensive Care

Course Fee: \$75.00

Prior to Fall 2006 the course number was RT244U

RCP561 Introduction to Ventilator Support — 3 credits

This course prepares the student to initiate and manage invasive and noninvasive mechanical ventilation.

Lecture hours: 16

Lab/Clinic hours: 64

Prerequisite(s): A minimum grade of 'C' in RCP 100 Intro to Respiratory Care and a minimum grade of 'C' in RCP 260 Airway Maintenance Procedures

Co-requisite(s): A minimum grade of 'C' in RCP 315 Cardiopulmonary Therapeutics and a minimum grade of 'C' in RCP 680 Clinical Respiratory Care

Course Fee:

RCP565 Intensive Respiratory Care — 3 credits

This course expands the student's ability to manage mechanical ventilators by utilizing ventilator graphics to change settings as the patient improves or deteriorates. The student will learn about monitoring a patient's cardiopulmonary status with indwelling arterial lines, cardiac monitors, hemodynamic monitors, transcutaneous monitors, and capnography. Electrocardiograms and common intensive care drugs given to critical patients will also be discussed.

Lecture hours: 32

Lab/Clinic hours: 32

Prerequisite(s): RCP315 Cardiopulmonary Therapeutics and RCP560 Introduction to Ventilator Support

Course Fee: \$145.00

RCP600 Neonatal/Pediatric Respiratory — 3 credits

This course provides in-depth knowledge into the complex problems associated with the neonatal and pediatric population. Neonatal and pediatric assessment, monitoring, and respiratory intervention will be a major focus. Abnormal conditions that occur during the transition from fetal development, to the perinatal period, to the pediatric stages of life will also be discussed. Simulation will be used to demonstrate the ability to identify and treat common abnormalities found in this population.

Lecture hours: 32

Lab/Clinic hours: 32

Prerequisite(s): A minimum grade of C in RCP100 Intro to Respiratory Care and a minimum grade of C in RCP260 Airway Maintenance Procedures.

Co-requisite(s): A minimum grade of C in RCP680 Clinical Respiratory Care.

Course Fee: \$125.00

RCP630 Pediatric/Neonatal Respiratory Care — 2 credits

This course provides in-depth knowledge into the complex problems associated with the pediatric and neonatal population. It will describe normal and explain abnormal conditions that occur during the transition from fetal development, to the perinatal period, to the pediatric stages of life.

Lecture hours: 0

Lab/Clinic hours: 32

Prerequisite(s): RCP100 Introduction to Respiratory Care

Course Fee: \$125.00

Prior to Fall 2006 the course number was RT243U

RCP680 Clinical Respiratory Care — 4 credits

This course introduces the student to the hospital setting to develop important skills in communicating with patients and other health care personnel. The student will perform valuable patient assessments as well as basic respiratory care modalities. The modalities included are: oxygen therapy, lung expansion therapy, medication delivery, bronchial hygiene, intubation, extubation, suctioning, and tracheostomy care.

Lecture hours: 16

Lab/Clinic hours: 144

Course Fee:

RCP690 Clinical Intensive Care — 8 credits

This course expands clinical situations into the intensive care units, which includes invasive and noninvasive ventilators and hemodynamically unstable patients.

Lecture hours: 0

Lab/Clinic hours: 384

Prerequisite(s): A minimum grade of 'C' in RCP 350 Pulmonary Pathology, A minimum grade of 'C' in RCP 561 Intro to Ventilator Support , and A minimum grade of 'C' in RCP 680 Clinical Respiratory Care

Co-requisite(s): A minimum grade of 'C' in RCP 565 Intensive Respiratory Care

Course Fee: \$400.00

RCP875 Respiratory Care Applications — 2 credits

This course is a summary course to combine textbook knowledge with application skills. It will test the student's ability in turning recalled information into better decision-making processes.

Lecture hours: 16

Lab/Clinic hours: 32

Prerequisite(s): A minimum grade of 'C' in RCP315 Cardiopulmonary Therapeutics, RCP350 Pulmonary Pathology, RCP561 Intro to Ventilator Support, and RCP600 Neonatal/Pediatric Respiratory

Co-requisite(s): A minimum grade of 'C' in RCP410 Cardiopulmonary Diagnostics, RCP565 Intensive Respiratory Care, and RCP690 Clinical Intensive Care

Course Fee: \$420.00

RCP900 Clinical Preceptor — 4 credits

This course prepares the student for real-life hospital situations. The student will be expected to complete a full work day doing the full workload of an assigned Staff Therapist (preceptor). The student is expected to handle all aspects of respiratory care including pager interruptions and new situations. The preceptor will monitor the student at all times and will offer support if needed.

Lecture hours: 0

Lab/Clinic hours:

Co-op Hours: 256

Prerequisite(s): RCP680 Clinical Respiratory Care and RCP690 Clinical Intensive Care

Course Fee:

RCP910 Respiratory Care RRT Review — 2 credits

This course is designed to test the student's ability to successfully earn passing scores on advanced-level examinations. Mock Written Registry and Clinical Simulation examinations will be a focus of this course. Review of an entry-level examination (CRT) will also be provided. Examinations will be administered after completion of a comprehensive review seminar.

Lecture hours: 32

Lab/Clinic hours:

Prerequisite(s): A minimum grade of C in RCP875 Respiratory Care Applications.

Course Fee:

RDG038 College Preparatory Reading I — 3 credits

This course is designed to help students improve their reading proficiency in order to manage college textbooks successfully.

Lecture hours: 48

Lab/Clinic hours:

Prerequisite(s): Appropriate Placement Scores or Equivalent

Other Requirements: Appropriate placement scores or equivalent.

Course Fee:

Prior to Fall 2006 the course number was SC022D

RDG039 College Preparatory Reading II — 3 credits

This course is designed to help students expand their academic vocabulary and improve comprehension skills. Students will learn and utilize a variety of reading strategies to be used in the reading of varying materials and to further their learning in their program of choice.

Lecture hours: 48

Lab/Clinic hours:

Prerequisite(s): RDG038 College Preparatory Reading I or appropriate placement scores or equivalent

Course Fee:

Prior to Fall 2006 the course number was SC023D

RDG040 College Preparatory Reading III — 3 credits

This course provides students with instruction of the reading skills necessary for success in college. Through the use of college-level materials, students are afforded opportunity for demonstration and application of critical reading skills.

Lecture hours: 48

Lab/Clinic hours:

Prerequisite(s): RDG039 College Preparatory Reading II, or appropriate COMPASS placement, or equivalent.

Course Fee:

REL101 Survey of World Religions — 3 credits

This course is an introductory survey of world religions that have had major impact on world culture and civilization: Hinduism, Taoism, Buddhism, Confucianism, Judaism, Christianity, Islam, and others. It will examine their cultural settings, sacred writings, key doctrines, central rituals, ethical values, and perspectives on gender roles.

Lecture hours: 48

Lab/Clinic hours:

Course Fee:

Prior to Fall 2006 the course number was PR105T

REL130 Introduction to Religions of the East — 3 credits

This course is an interdisciplinary course that will explore the emergence, development, and diversification of the three cultural regions religious traditions. Student participants in this course will explore not only the basic beliefs and practices of these religions but also the ways in which they shape and are shaped by the cultures in which they are embedded. Emphasis will be placed upon understanding these religions as systems of meaning-creation.

Lecture hours: 48

Lab/Clinic hours:

Course Fee:

SDV108 The College Experience — 1 credits

This course is designed to orient students to the college campus, resources, services, and expectations. This course also provides a brief overview and practice of study skills and academic strategies.

Lecture hours: 16

Lab/Clinic hours:

Course Fee:

SDV109 College 101 — 3 credits

This course provides students a thorough orientation to the college campus and resources. The course is designed to introduce students to the college culture while they examine what a "successful" student is. Students will be introduced to a variety of skills for academic success, academic planning, personal development, and study strategies.

Lecture hours: 48

Lab/Clinic hours:

Course Fee:

SDV116 Strategies for Online Academic Success — 1 credits

This course prepares students to be successful in the online environment by introducing them to campus resources and academic strategies while equipping them with basic technology skills, such as file management, posting to discussion boards, and navigating a course website. It also gives them practical experience as an online or hybrid learner by using a Course Management System.

Lecture hours: 16

Lab/Clinic hours:

Course Fee:

SDV127 Study Strategies — 1 credits

This course provides a focused examination of the strategies and skills needed for students to be successful at the college level. Students will be introduced to and given opportunity for practice of a variety of skills for academic success and study strategies.

Lecture hours: 16

Lab/Clinic hours:

Course Fee:

SDV131 Career Exploration — 2 credits

This course is designed to increase students' knowledge of themselves, of theories about careers, and of various resources available to them which will assist them in the career decision making process. Students, at the completion of this course, will be better able to choose academic majors and careers. This course is specifically designed to follow the National Career Development Guidelines.

Lecture hours: 32

Lab/Clinic hours:

Course Fee:

Prior to Fall 2006 the course number was IY102T

SDV161 Portfolio Development — 2 credits

This course provides students with the writing and research skills necessary to compile a personal portfolio documenting their prior education, occupational training, and work experiences. Students will examine personal, educational, and occupational goals and develop a plan of study which supports their goals and fulfills the requirements of the Interdisciplinary Studies program.

Lecture hours: 32

Lab/Clinic hours:

Course Fee:

Prior to Fall 2006 the course number was GT101U

SOC110 Introduction to Sociology — 3 credits

This course surveys the basic principles, concepts, and research findings of social life from small groups to societies. The course examines a range of sociological explanations for the various forms of social behaviors and establishes a basis for reflection and further study in the field.

Lecture hours: 48

Lab/Clinic hours:

Course Fee:

Prior to Fall 2006 the course number was SO100T, SO190T

SOC115 Social Problems — 3 credits

This course introduces students to the sociological perspective and related critical thinking skills as a way of examining the cause and effect nature of contemporary social problems. Within this examination, emphasized are (a) the interdependence of social problems, (b) how social inequality is an inherent characteristic of all social problems, and (c) the relationship between definitions of social problems and social policies.

Lecture hours: 48

Lab/Clinic hours:

Course Fee:

Prior to Fall 2006 the course number was SO118T

SOC120 Marriage and Family — 3 credits

Marriage and family is studied from a sociological viewpoint. Content areas focus on the history of family, gender roles, power in relationships, and functions of the family and dysfunctions. Statuses such as being single to marriage to parenthood are emphasized as are alternative lifestyles with respect to sexuality and

family.

Lecture hours: 48

Lab/Clinic hours:

Course Fee:

Prior to Fall 2006 the course number was SO112T, SO191T

SOC135 Death and Dying — 3 credits

This course provides a basic background on historical and contemporary perspectives on death and dying. Attention is given to current American practices regarding death as well as cross-cultural interpretation. Emphasis is also placed on the special situation of the terminally ill and bereaved.

Lecture hours: 48

Lab/Clinic hours:

Course Fee:

Prior to Fall 2006 the course number was SO114T

SOC160 Introduction to Social Work — 3 credits

This course provides basic understanding of how American system of social services and the social work profession combine in order to meet the personal and social needs of persons who have been classified as "at risk" and in need of public assistance. Concepts relevant to social welfare, social change, social support, and structure are examined, including but not limited to legal aspects, systemic and professional goals and values, and various statuses and roles. In addition, various models and theories related to social work and social services will be examined. Lastly, this course includes a volunteer work experience within an agency setting.

Lecture hours: 48

Lab/Clinic hours:

Course Fee:

Prior to Fall 2006 the course number was SO120T

SOC195 Urban Studies — 3 credits

This course is an interdisciplinary introduction to the study of urban issues and culture with an emphasis on the growth and development of urban areas. It utilizes a wide range of approaches: historical, political, social, spatial, economic, and cultural to examine the unique qualities and problems of urban life.

Lecture hours: 48

Lab/Clinic hours:

Prerequisite(s): A minimum grade of 'C-' in HIS152 U.S. History Since 1877, or SOC110 Introduction to Sociology, or SOC115 Social Problems, or GEO115 Human Geography, or POL111 American National Government

Course Fee:

Prior to Fall 2006 the course number was SS210T

SOC200 Minority Group Relations — 3 credits

This course examines racial and ethnic relations in the United States. Basic sociological concepts will be applied to historical and contemporary experiences of racial and ethnic groups with particular attention paid to minority groups.

Lecture hours: 48

Lab/Clinic hours:

Course Fee:

SOC205 Diversity in America — 3 credits

This course is an introduction to the sociological study of majority-minority group relations. Focus will be on the basic concepts such as groups, intergroup relations, power, prejudice, and discrimination, as well as social understanding, tolerance, and acceptance. A wide assortment of minority groups, including women, racial, ethnic, the physically and mentally disabled, homosexuals, religious groups, the elderly and the young, and those singled out for their lower socio-economic status will be considered.

Lecture hours: 48

Lab/Clinic hours:

Course Fee:

Prior to Fall 2006 the course number was SO216T

SOC208 Introduction to Cultural Anthropology — 3 credits

This course introduces the student to a comparative study of societies around the world. In this course cultural similarities and differences are explored to illustrate how human beings construct and conduct their existence. It emphasizes the origin and maintenance of the human species by studying its evolution, cultural development, ecology, kinship, organizations, and symbolic expressions.

Lecture hours: 48

Lab/Clinic hours:

Course Fee:

Prior to Fall 2006 the course number was SS110T

SOC220 Sociology of Aging — 3 credits

This introductory gerontology course examines the influence of an aging society, explores the process of aging, old age as a state of life and the impact of aging both personally, and on society as a whole.

Lecture hours: 48

Lab/Clinic hours:

Course Fee:

Prior to Fall 2006 the course number was SS191T

SOC230 Juvenile Delinquency — 3 credits

This course is an investigation of the social and legal definitions of juvenile delinquency and its causes. It also focuses on the administration of juvenile court, probation and parole, and assessment of present and potential prevention programs.

Lecture hours: 48

Lab/Clinic hours:

Course Fee:

Prior to Fall 2006 the course number was SO106T

SOC240 Introduction to Criminology — 3 credits

This course explores the extent and causes of criminal behavior; analysis of crime in relationship to other social problems; and the nature of society's response to crime.

Lecture hours: 48

Lab/Clinic hours:

Course Fee:

Prior to Fall 2006 the course number was SO104T

SOC251 Introduction to Social Psychology — 3 credits

Provides an introduction to the study of the interrelationship between the individual and social behavior with emphasis in the areas of social cognition, attribution, attitudes, group behavior, prejudice and discrimination, and interpersonal relationships. Basic psychological and sociological perspectives and research findings will be reviewed to better understand individual and social behavior.

Lecture hours: 48

Lab/Clinic hours:

Prerequisite(s): PSY111 Introduction to Psychology, SOC110 Introduction to Sociology, or instructor approval

Course Fee:

Prior to Fall 2006 the course number was PY118T

SOC261 Human Sexuality — 3 credits

This course explores the biological, psychological, social, cultural, and historical forces that influence human relationships and sexuality. Research and theory are utilized to examine the diversity of human sexual expression.

Lecture hours: 48

Lab/Clinic hours:

Course Fee:

Prior to Fall 2006 the course number was SS160T

SOC820 Genography — 3 credits

This course explores themes of identity, difference, and migration that are raised by the analysis of DNA samples. As a central aspect of this course, students will submit a DNA sample to the National Geographic Society's Genographic Project. That sample will be analyzed and the students provided with a mapping of the migration of their genetic lineage. The course will examine the underlying biology of this analysis; sociological notions of sameness and difference; historical processes that have formed and changed our understandings of where we come from, who we are, and what we might become.

Lecture hours: 48

Lab/Clinic hours:

Course Fee:

SOC850 Cultural Immersion Field Experience — 1 credits

This course combines classroom and community-based learning to expand student understanding of the global society. Living within a diverse community and working with diverse groups of people, students will engage in an authentic and practical cultural immersion experience off-campus. Students can earn 1-3 credits.

Lecture hours: 0

Lab/Clinic hours: 48-144

Course Fee: \$450.00

Prior to Fall 2006 the course number was SO185T

SOC924 Honors Project — 1 credits

This course involves in-depth independent research on an approved topic under supervision of a faculty member. Upon project's completion, results will be shared with community of peers and faculty. May be taken for up to 5 credits.

Lecture hours: 16

Lab/Clinic hours:

Course Fee:

SOC928 Independent Study — 1 credits

This course provides opportunity for a student to focus previous course work and knowledge on a special issue as well as provide for individualized exploration of topics pertinent to the student's projected objectives within any recognized discipline. Faculty consultation is required prior to registration for this course. Students can earn 1-3 credits.

Lecture hours: 0

Lab/Clinic hours:

Course Fee:

SPC101 Fundamentals of Oral Communication — 3 credits

This course presents elements of the oral communications process with emphasis in developing public speaking skill. Students will be involved in activities that provide opportunity for the understanding and improvement of their oral communication skills.

Lecture hours: 48

Lab/Clinic hours:

Course Fee:

Prior to Fall 2006 the course number was CM132T

SPC120 Intercultural Communications — 3 credits

This course explores basic principles and theories of intercultural communication with opportunities to gain communication competence through immersion experiences and cross-cultural interactions.

Lecture hours: 48

Lab/Clinic hours:

Course Fee:

Prior to Fall 2006 the course number was CM135T

SPC122 Interpersonal Communication — 3 credits

This course explores concepts, contexts, and processes of person-to-person communication in relationships. Emphasis is placed on understanding how social worlds are created through conversation.

Lecture hours: 48

Lab/Clinic hours:

Course Fee:

Prior to Fall 2006 the course number was CM136T

SPC132 Group Communication — 3 credits

This course examines the principles of small group communication processes with opportunities for students to apply theory in various structured discussion situations.

Lecture hours: 48

Lab/Clinic hours:

Prerequisite(s): SPC101 Fundamentals of Oral Communication

Course Fee:

Prior to Fall 2006 the course number was CM138T

SPC140 Oral Interpretation — 3 credits

This course will explore literature through performance using creative individual and group explorations.

Students will learn to select, analyze, rehearse, and perform literature of various types using vocal and physical techniques.

Lecture hours: 48

Lab/Clinic hours:

Course Fee:

Prior to Fall 2006 the course number was CM134T

TD1100 Interpersonal Relations — 2 credits

This course covers personal health and safety, public and employer relations, and stress management on the job in a new career. Also included in the course are written communication and oral communication skills. Instruction is provided in employment seeking skills, resumes, cover letters, thank you letters, letters of application, personal record keeping, and desirable work attitude.

Lecture hours: 32

Lab/Clinic hours:

Course Fee:

Prior to Fall 2006 the course number was TR100U

TD1115 Transportation Industry and Driver Regulations — 4 credits

This course is an introduction to the surface transportation network and the trucking industry. Employment opportunities, company and driver regulations by the Department of Transportation and other Federal and State agencies will be covered.

Lecture hours: 64

Lab/Clinic hours:

Course Fee: \$118.00

Prior to Fall 2006 the course number was TR101U

TD1118 Driving Range I — 6 credits

This course provides students with opportunities for hands-on experience in basic maneuvers using simulators, trucks and trailers. Proper techniques are taught in engine starting and shut down, clutching, shifting, cornering, and backing. Emphasis is given to proper safety and technical practices. Emergency and evasive driving techniques will be practiced in simulation exercises as well as in skid control vehicles.

Lecture hours: 48

Lab/Clinic hours: 144

Prerequisite(s): TD1115 Transportation Industry and Driver Regulations

Course Fee:

TD1121 Driving Range II — 2 credits

This course provides students with opportunities for additional behind the wheel training in operating trucks in rural and city traffic. Included in the course are experiences in pulling loaded trailers in city, rural areas, and backing in industrial areas. Emphasis is placed on defensive driving and proper technical practices.

Lecture hours: 16

Lab/Clinic hours: 48

Prerequisite(s): TD1120 Driving Range I

Course Fee: \$250.00

Prior to Fall 2006 the course number was TR103U

TDT122 Driving Range III — 2 credits

This course prepares students with skills and knowledge in managing emergencies, accidents, first aid, CPR, and D.O.T. regulations on hauling hazardous materials. Instruction is provided in night inspections, city, and rural driving at night. Students will prepare for a Class A Commercial Drivers License with all endorsements.

Lecture hours: 16

Lab/Clinic hours: 48

Prerequisite(s): TDT121 Driving Range II

Course Fee: \$250.00

Prior to Fall 2006 the course number was TR104U

TDT123 Transportation Industry for Entry-Level Drivers — 5 credits

This course is an introduction to The Federal Motor Carrier Safety Administrations' rules and regulations pertaining to drivers of commercial motor vehicles. The course provides students with the knowledge and skills to become an entry level driver in the transportation industry.

Lecture hours: 80

Lab/Clinic hours:

Course Fee: \$118.00

TDT124 Driving Range and Road Skills — 5 credits

This course provides students with hands-on experience in basic maneuvers with trucks and trailers. Proper techniques are taught in engine starting and shut down, clutching, shifting, cornering, and backing. Behind the wheel training will include pulling both loaded and empty trailers in rural, city, and interstate highway settings. Emphasis is placed on defensive driving and proper technical practices. Students will prepare for a Class A Commercial Drivers License with all endorsements.

Lecture hours: 16

Lab/Clinic hours: 128

Prerequisite(s): A minimum grade of C in TDT123 Transportation Industry for Entry-Level Drivers.

Course Fee: \$685.00

TDT126 Commercial License Preparation — 3 credits

This course is an introduction to The Federal Motor Carrier Safety Administrations' rules and regulations pertaining to drivers of commercial motor vehicles. This course prepares students to pass the knowledge tests required to obtain a Class A CDL.

Lecture hours: 48

Lab/Clinic hours:

Course Fee:

TDT128 Driving Skills Development — 3 credits

This course provides students with hands-on experience in basic maneuvers with trucks and trailers. Proper techniques are taught in engine starting and shut down, clutching, shifting, cornering and backing. Behind the wheel training will include pulling both loaded and empty trailers in rural, city and interstate highway settings. Emphasis is placed on defensive driving and proper technical practices. Students will prepare for a Class A Commercial Drivers License with all endorsements.

Lecture hours: 16

Lab/Clinic hours: 96

Co-requisite(s): TDT126 Commercial License Preparation

Course Fee: \$1,025.00

TDT938 Truck Transportation On-the-Job Training — 3 credits

Students enrolled in this course will have the opportunity to gain on-the-job experience in the Motor Carrier industry. Students will learn the responsibilities of driving, cargo handling, vehicle maintenance, safety department, and dispatch of equipment to customers. Students will have an opportunity to learn the skills necessary to succeed in the transportation field. Coordination and guidance will be provided by instructors.

Lecture hours: 0

Lab/Clinic hours: 192

Prerequisite(s): TDT100 Interpersonal Relations, TDT115 Transportation Industry and Driver Regulations, TDT120 Driving Range I, TDT121 Driving Range II, and TDT122 Driving Range III

Course Fee:

Prior to Fall 2006 the course number was TR105U

WDV102 Introduction to Web Development — 3 credits

This course introduces the current standard of HTML and discusses upcoming versions. Students will learn the basics of CSS for design and layout using both text and multimedia. Website maintenance cycles and roles used in the cycles will be introduced. By using FTP, students will create and maintain small web page on a live web server. By using a text based editor, student will learn to code in an HTML editor rather than just the visual aspect to gain greater control of the code. Best design practices will be introduced.

Lecture hours: 32

Lab/Clinic hours: 32

Course Fee:

WDV105 Web Layouts — 3 credits

This course is designed to give the student the knowledge of layouts and design of web sites. Students will use a graphic editor, such as Adobe Photoshop, to convert a visual image layout to a working HTML and CSS layout. This course goes over aspects of design to content in making a great web site.

Lecture hours: 32

Lab/Clinic hours: 32

Course Fee:

WDV300 Advanced Topics in Web Development — 3 credits

This course is designed to give students a more in depth study of web sites. Topics will include security, troubleshooting/debugging, testing, and analytics. The course will help student develop a toolbox of techniques to improve their programming skills for web application development.

Lecture hours: 32

Lab/Clinic hours: 32

Prerequisite(s): A minimum grade of C in CIS217 Data Driven Web Page and CIS225 Advanced Server Side Web Programming.

Course Fee:

WDV800 Portfolio — 3 credits

This course will help students present the best possible portfolio. This course will guide students in picking the right pieces to exemplify their skills. Students will create a portfolio to take job hunting. Students will learn about a number of aspects in job hunting. Students will also do a team based project for their portfolio.

Lecture hours: 32

Lab/Clinic hours: 32

Other Requirements: Instructors consent needed. Must be a fourth semester Web Programming and Development student who is graduating to take this class.

Course Fee:

WDV931 Internship — 2 credits

This course provides students with the opportunity to gain practical work experience, while applying skills and techniques learned in their program of study, under the supervision of an employer, manager, or supervisor.

Lecture hours: 0

Lab/Clinic hours:

Co-op Hours: 128

Prerequisite(s): A minimum grade of C in CIS231 PHP Programming and CIS215 Server Side Web Programming.

Other Requirements: Instructors consent needed.

Course Fee:

WEL104 Introduction to MIG Welding — 2 credits

This course is an introduction to the Gas Metal Arc Welding process, also known as MIG Welding and Flux Cored Arc Welding. Topics include safety, theory of operation, advantages of both processes, types of power sources, types of wire electrodes and shielding gases, types of metal transfer, types of joints, minor equipment maintenance and basic welding terminology. Shop practice will include welding the five basic joints, with both welding processes, on mild steel in the flat and horizontal positions.

Lecture hours: 16

Lab/Clinic hours: 32

Course Fee:

WEL111 Welding Blueprint Reading — 3 credits

This course is an introduction to basic welding blueprint reading. Topics include the importance of blueprints as a form of communication, basic lines and views, dimensioning methods, tolerances, bill of material, identifying structural shapes, and basic sketching principles. The application and interpretation of AWS welding symbols and abbreviations is emphasized. Students will fabricate parts from the blueprint book.

Lecture hours: 48

Lab/Clinic hours:

Course Fee:

Prior to Fall 2006 the course number was WL109U

WEL112 Welding Blueprint Reading/ Advanced — 2 credits

This course is a continuation of Blueprint Reading I. The application and interpretation of AWS welding symbols and abbreviations is emphasized in this unit. Students will also fabricate parts from the blueprint book.

Lecture hours: 32

Lab/Clinic hours:

Prerequisite(s): WEL111 Welding Blueprint Reading

Course Fee:

Prior to Fall 2006 the course number was WL137U

WEL125 Fusion and Braze Welding — 2 credits

This course is an introduction to Oxy-acetylene fusion welding and braze welding of steel and cast iron. Topics include process theory, safety, fusion welding/braze welding techniques for mild steel, fusion welding/braze

welding techniques for cast iron, and weld quality.

Lecture hours: 0

Lab/Clinic hours: 96

Prerequisite(s): WEL134 Cutting Processes and WEL155 Arc Welding I (SMAW)

Course Fee:

Prior to Fall 2006 the course number was WL110U

WEL134 Cutting Processes — 2 credits

This course is an introduction to principles and practices of oxy-fuel cutting, plasma cutting, and arc air gouging. Topics include safety, theory of operation, equipment, proper set-up procedures, and basic terminology. Shop practice includes plasma cutting and arc air gouging principles and practices and flame cutting of mild steel.

Lecture hours: 16

Lab/Clinic hours: 48

Course Fee:

Prior to Fall 2006 the course number was WL105U

WEL155 Arc Welding I (SMAW) — 4 credits

This course is an introduction to the Shielded Metal Arc Welding process, also known as stick welding. Topics of study include safety, theory of operation, types of welding power sources, advantages of the process, types of mild steel electrodes, types of joints, basic welding terms, and AC and DC current. Shop practice on the five basic joints will be performed in the flat and horizontal positions with various mild steel electrodes.

Lecture hours: 32

Lab/Clinic hours: 144

Course Fee: \$200.00

Prior to Fall 2006 the course number was WL103U

WEL164 Arc Welding II (SMAW) — 4 credits

This course is a continuation of WEL-155 Arc Welding I. Vertical down, vertical up, and overhead welding procedures and techniques are introduced. Successful completion of the AWS Structural Steel Welding performance test is stressed. In addition, the student is introduced to the theory and practices of Hardsurfacing with the Shielded Metal Arc Welding process. Safety procedures are reviewed.

Lecture hours: 0

Lab/Clinic hours: 192

Prerequisite(s): WEL155 Arc Welding I (SMAW)

Course Fee:

Prior to Fall 2006 the course number was WL133U

WEL186 GMAW — 4 credits

This course is an introduction to the Gas Metal Arc Welding process, also known as MIG Welding and Flux Cored Arc Welding. Topics include safety, theory of operation, advantages of both processes, types of power sources, types of wire electrodes and shielding gases, types of metal transfer, types of joints, minor equipment maintenance, and basic welding terminology. Shop practice will include welding the five basic joints, with both welding processes, on mild steel in the flat and horizontal positions.

Lecture hours: 16

Lab/Clinic hours: 144

Course Fee:

Prior to Fall 2006 the course number was WL111U

WEL187 Advanced GMAW — 4 credits

This course is a continuation of WEL-186 GMAW. Vertical down, vertical up, and overhead welding procedures and techniques are introduced. Successful completion of the AWS Structural Steel Welding performance test is stressed. Safety procedures are reviewed.

Lecture hours: 0

Lab/Clinic hours: 192

Prerequisite(s): WEL186 GMAW

Course Fee:

Prior to Fall 2006 the course number was WL135U

WEL191 Gas Tungsten Arc Welding — 3 credits

This course is an introduction to Gas Tungsten Arc Welding process, also known as T.I.G. Topics of study include safety, theory of the process, advantages, types of power sources, pulsed power sources, types of electrodes and shielding gases, basic joints, basic welding terminology, and AC and DC current. Shop practice on the five basic joints in all positions will be emphasized. The learner will weld on mild steel, aluminum, and stainless steel sheet.

Lecture hours: 0

Lab/Clinic hours: 144

Prerequisite(s): WEL155 Arc Welding I (SMAW)

Course Fee:

Prior to Fall 2006 the course number was WL108U

WEL234 Introduction to GMAW II — 2 credits

The introduction to Gas Metal Arc Welding II course will allow students to enhance their basic welding hands-on skills to improve their proficiency using Metal Inert Gas (MIG) welding processes. Shop practice will include welding the five basic joints, with both welding processes, on mild steel in the flat and horizontal positions.

Lecture hours: 32

Lab/Clinic hours:

Prerequisite(s): A minimum grade of C in WEL104 Introduction to MIG Welding.

Course Fee:

WEL303 Pipe Welding/ SMAW — 3 credits

This course is an introduction to vertical down and vertical up pipe welding procedures and techniques. Topics include safety, elements of the American Petroleum Institute Pipe Welding Code and the American Society of Mechanical Engineers Pipe Welding Code, and the American Welding Society Structural Steel Pipe Welding Code.

Lecture hours: 0

Lab/Clinic hours: 144

Prerequisite(s): WEL155 Arc Welding I (SMAW) and WEL164 Arc Welding II (SMAW)

Course Fee:

Prior to Fall 2006 the course number was WL106U

WEL320 Welding Fabrication — 3 credits

This course is an introduction to fundamental metal fabrication methods. The application and use of basic measuring tools and layout techniques are covered in detail.

Lecture hours: 16

Lab/Clinic hours: 96

Prerequisite(s): WEL111 Welding Blueprint Reading, WEL112 Welding Blueprint Reading/ Advanced, WEL155 Arc Welding I (SMAW), WEL164 Arc Welding II (SMAW), WEL186 GMAW, WEL187 Advanced GMAW, and WEL303 Pipe Welding/ SMAW

Course Fee:

Prior to Fall 2006 the course number was WL220U

WEL339 Electromechanical Maintenance — 3 credits

This course is an introduction to basic welding and cutting processes. Topics include Shielded Metal Arc Welding, Gas Metal Arc Welding, Gas Tungsten Arc Welding, Oxy-Acetylene Fusion Welding and Braze Welding, Oxy-Fuel Flame Cutting, and Plasma Arc Cutting. Specific safety rules for oxy-fuel equipment, electric arc welding processes, and plasma cutting will be discussed.

Lecture hours: 16

Lab/Clinic hours: 64

Course Fee: \$30.00

Prior to Fall 2006 the course number was IS155U

WEL402 Tool Steel Welding and Heat Treatment — 2 credits

This course is an introduction to the fundamental operations of selecting, welding, and heat treating tool steels. Classroom and shop instruction is given in welding safety, welding equipment, selection and manipulation of electrodes and the procedures in welding alloy and tool steels. The course will cover steel selection and basic heat treatment. Lab and class emphasis is on the changes that happen when steel is heated and cooled by welding as well as heat treating.

Lecture hours: 16

Lab/Clinic hours: 32

Course Fee: \$245.00

Prior to Fall 2006 the course number was TD155U

WEL710 Robotic Welding — 6 credits

This course is an introduction to robotic welding. Students will learn the advantages and limitations of welding robots and their current application in modern manufacturing. Robot components and basic robot programming are covered in detail. The variables for Gas Metal Arc Welding, arc welding safety, robot safety and weld quality, and weld defects are included.

Lecture hours: 48

Lab/Clinic hours: 144

Prerequisite(s): MAT772 Applied Math and WEL155 Arc Welding I (SMAW) and WEL186 GMAW and WEL111 Welding Blueprint Reading and WEL187 Advanced GMAW

Course Fee:

WST101 Women's Studies — 3 credits

This course serves as an introduction to the interdisciplinary field of women's studies and to current women's issues in our society. It explores ways in which women get marginalized and silenced primarily by the social definitions and the patriarchal male power structure. The course seeks to help students develop critical

thinking relative to contemporary gender issues; to explore their assumptions about gender; to illuminate social constructions of femininity and women's roles; and to uncover the ways in which social teachings shape and limit women's lives.

Lecture hours: 48

Lab/Clinic hours:

Course Fee:

Prior to Fall 2006 the course number was WS100T

WTT103 Wind Turbine Fundamentals — 2 credits

The Wind Turbine Fundamentals course will provide students with the knowledge of the different types of Wind Turbines. Their development and their current status will be presented. The evolution of small (watts) to large (mega-watt) systems will be reviewed. The characteristics of wind capture and conversion will be analyzed from a regional, national, and global perspective. Jobs, training, and safety related to the wind industry will be studied. Students will be expected to carry out research and present reports on selected turbines or wind turbine.

Lecture hours: 16

Lab/Clinic hours: 32

Course Fee:

WTT144 Wind Turbine System Controls — 3 credits

The Wind Turbine System Controls course will cover the control functions necessary to maximize a wind turbines output, to enable safe operation and useful life.

Lecture hours: 32

Lab/Clinic hours: 32

Course Fee:

XXX924 Honors Project — 1 credits

This course involves in-depth independent research on an approved topic under supervision of a faculty member. Upon project's completion, results will be shared with community of peers and faculty. Can be taken for up to 3 credits.

Lecture hours: 16

Lab/Clinic hours:

Course Fee:

XXX926 Honors Seminar — 3 credits

Honors seminar in a topic selected by faculty member. The topic would change from semester to semester, coming from the faculty member's area of interest and may also include topics from the Phi Theta Kappa national honors topics.

Lecture hours: 48

Lab/Clinic hours:

Course Fee:

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