



# start smart



*Wharton County  
Junior College*

College Catalog  
2013-2014







## President's Welcome

Welcome to Wharton County Junior College! Since our founding in 1946, we've grown to have four campuses and two extension centers. Our service area offerings include dual credit and concurrent enrollment. In addition to our many associate degrees and certificate programs we offer a variety of online learning. Always constant is our commitment to our students. Not only do we offer you the chance to *Start Smart* with affordable tuition, we also make sure there are plenty of opportunities to give you support.

WCJC's small classes allow you to ask questions and receive one-on-one help from your instructors. It always gives me great pride to hear our students talk about how their instructors supported them and gave them the confidence to fulfill their dreams. WCJC has outstanding faculty and staff members. I encourage you to get to know them.

Face-to-face tutoring is available at our Learning Assistance Centers on the Wharton, Sugar Land, and Richmond campuses. An online tutoring service is accessible anytime and even includes one-day feedback on your writing assignments. If you're taking science, technology, engineering, and math classes, avail yourself of the resources at our STEM Success Center, located in the library on the Wharton campus.

Finally, take advantage of our student success seminars and other support services. To learn more, visit the college website and read your *WCJC Student e-Mail* messages.

Whether you're enrolled in a degree program, seeking a certificate, taking classes to find your calling, or updating your job skills with workforce training, seize this educational opportunity. Make new friends. Participate in intramural sports. Join one of our many student clubs and organizations. Cheer for the Pioneers at the volleyball matches, baseball games, and rodeo competitions. Enjoy great performing arts and visual art shows. Always remember that we're here to help you succeed!

All the best!

A handwritten signature in cursive script that reads "Betty A. McCrohan". The signature is written in dark ink and is positioned above the printed name.

Betty A. McCrohan  
President





ADMINISTRATIVE BUILDING



WHARTON COUNTY JUNIOR COLLEGE







**Wharton County  
Junior College**

911 Boling Highway ~ Wharton, Texas 77488  
979-532-4560

# College Catalog No. 68

## 2013-2014

**WCJC GUARANTEE:** Wharton County Junior College guarantees that WCJC students who are planning to transfer to a four-year university to pursue a bachelor's degree will be able to transfer their academic credit courses to all state-supported colleges and universities in Texas. If a student takes courses according to the conditions of this guarantee, and he or she is not accepted at a state-supported college or university of Texas, Wharton County Junior College will offer alternate courses that are acceptable, tuition free.

Wharton County Junior College guarantees students of WCJC who complete a technical/vocational program will acquire the necessary job skills for entry-level employment in their field of study. If the employer decides that a completer lacks the entry-level job skills in the occupational field in which he or she has been trained, Wharton County Junior College will provide additional skill training, tuition free.

This catalog is intended as a description of those programs and activities offered at Wharton County Junior College. The college reserves the right to select from the courses listed in the catalog that can be offered during any session. Further, WCJC reserves the right to change any regulations without previous notice. Not all courses listed in this catalog are offered each semester. A printed version of the class schedule listing courses offered is published by WCJC and schedules are also available online at [www.wcjc.edu](http://www.wcjc.edu).

Wharton County Junior College is an equal opportunity institution. It does not discriminate against any person in its employment, personnel relations, admission or services because of the person's age, race, color, religion, sex, place of national origin, or handicap. The college complies with provisions of Title VI of the Civil Rights Act of 1964 (P.L. 88-352), Title IX of the Education Amendments of 1972 (P.L. 92-318), Section 504 of the Rehabilitation Act of 1973 (P.L. 93-112), and Title II of the Americans with Disabilities Act of 1990 (P.L. 1010-336). Any allegations of violation(s) should be brought to the attention of the Affirmative Action Officer.

# College and Program Accreditation

## Wharton County Junior College is:

### **ACCREDITED BY:**

The Commission on Colleges of the Southern Association of Colleges and Schools (SACS) to award the  
Associate Degree  
SACS  
1866 Southern Lane  
Decatur, Georgia 30033-4097  
(404) 697-4500

### **APPROVED BY:**

Texas Education Agency (TEA)

Texas Higher Education Coordinating Board (THECB) has approved college/university parallel offerings and programs in technical education.

The Texas Veterans Commission has approved programs for veteran educational benefits.

### **PROGRAM ACCREDITATIONS BY:**

Texas Board of Nursing (BON) – Associate Degree Nursing

Texas Department of Licensing – Cosmetology

Commission on Dental Accreditation (CODA) – Dental Hygiene

Commission on Accreditation of Allied Health Education Programs (CAAHEP) – Emergency Medical Services

Texas Commission on Fire Protection – Fire Academy

Commission on Accreditation for Health Informatics and Information Management Education (CAHIIM) –  
Health Information Technology

Board of Nurse Examiners for the State of Texas – Licensed Vocational Nursing

Texas Board of Nursing (BON) – Licensed Vocational Nursing

Commission on Accreditation of Physical Therapy Education – Physical Therapy Education

Texas Commission on Law Enforcement Officer Standards and Education (TCLEOSE) – Police Academy

Joint Review Committee on Education in Radiologic Technology – Radiologic Technology

Commission on Accreditation of Allied Health Education Programs – Surgical Technology

National Association for the Education of Young Children Early Childhood Associate Degree Accreditation  
(ECADA) – Early Childhood/Child Development

Council for Standards in Human Service Education (CSHSE) – Human Services

# TABLE OF CONTENTS

<b>WCJC SERVICES DIRECTORY</b>	.....iv
<b>ACADEMIC CALENDAR</b>	.....v-vii
<b>ABOUT THE COLLEGE</b>	.....1
Statement of Mission	.....1
Historical Sketch	.....1
WCJC Today	.....2
<b>GENERAL ACADEMIC INFORMATION</b>	.....3
Degrees and Certificates	.....3
Instructional Divisions	.....4
Continuing Education and Community Outreach	.....4
Academic Policies	.....5
<b>ADMISSION &amp; REGISTRATION INFORMATION</b>	.....13
Admissions	.....13
Registration	.....17
Testing Requirements	.....17
Credit Granting	.....18
<b>FINANCIAL INFORMATION</b>	.....20
Tuition & Fees	.....20
Installment Plan	.....20
Room and Board Fees	.....21
Financial Aid	.....22
<b>STUDENT SERVICES &amp; ACTIVITIES</b>	.....34
Student Activities & Multicultural Affairs	.....34
Student Services	.....35
Libraries	.....36
Dormitories	.....37
<b>DEGREE REQUIRMENTS</b>	.....39
Associate of Arts Degrees	.....39
Associate of Arts Core Curriculum	.....39
Core Curriculum Course List	.....43
Associate of Arts Courses of Study	.....43
Associate of Arts in Teaching	.....58
Associate of Applied Science Degrees & Certificates	.....61
<b>COURSE DESCRIPTIONS</b>	.....119
<b>COLLEGE PERSONNEL</b>	.....171
<b>INDEX</b>	.....184

## WCJC Services Directory

<b>Office of Admissions and Registration (Wharton)</b>	(979) 532-6303
Sugar Land Campus	(281) 243-8447
Richmond Campus	(281) 239-1544
<b>Office of Adult Basic Education</b>	(979) 532-6301
<b>Office of Continuing Education</b>	(281) 239-1531
<b>Office of Distance Education</b>	(979) 532-6336
<b>Office of Financial Aid</b>	(979) 532-6345
<b>Office of Student Services (Wharton)</b>	(979) 532-6388
<b>Director of Academic Advising &amp; Counseling</b>	(281) 243-8422
Counselor/Advisor – Sugar Land Campus	(281) 243-8414
Counselor/Advisor – Richmond Campus	(281) 239-1527
Counselor – Wharton Campus	(979) 532-6441
Academic Advisor – Wharton Campus	(979) 532-6918
ADA Coordinator – Wharton Campus	(979) 532-6384
<b>Office of Testing (Wharton)</b>	(979) 532-6386
Testing Assistant – Sugar Land Campus	(281) 243-8434
Testing Assistant – Richmond Campus	(281) 239-1532
<b>Office of IT Help Desk</b>	(979) 532-6568



# *Academic Calendar*

## *Regular Terms, 2013 - 2014*

### Fall Semester, 2013

Course lengths may vary; it is imperative that students verify the start and end dates of each individual course they are enrolled in during the Fall semester. Courses may be offered in 5 week, 8 week, 14 week, or 16 week formats.

Exact dates classes begin and end, drop days and last days for refunds are all listed on the college website, [www.wcjc.edu](http://www.wcjc.edu), on the webpage titled "Catalogs and Schedules".

Deadline for Guaranteed Financial Aid Processed for Fall Semester	June 4
Independence Day Holiday Observed (no classes; offices and library closed)	July 4
Web Registration for Fall Semester	July 13
Walk-in Registration **	July 15 – August 25
New Student Orientation (check WCJC website for dates and times at each campus)	June 21, 26, 28 July 8, 9, 11, 12
Faculty and Staff Official Opening Day of Semester	August 19
College Convocation, 9:00 a.m.	August 23
Cafeteria and Dormitories Open (check WCJC website for times)	August 25
<b>16 Week and First 8 Week Classes Begin, 8:00 a.m.</b>	<b>August 26</b>
Schedule Changes <b>ONLY</b>	August 26 – 28
Saturday Classes Begin, 8:00 a.m.	August 31
Labor Day Holiday Observed (no classes; offices and library closed)	September 2
<b>14 Week Classes Begin</b>	<b>September 9</b>
Twelfth Class Day	September 11
Constitution Day Observed (classes meet as scheduled)	September 17
Mid-Semester	October 18
<b>Second 8 Week Courses Begin, 8:00 a.m.</b>	<b>October 21</b>
Last Day for Dropping Courses With a Grade of "W" for Full 16 Week Classes	November 15
Thanksgiving Holiday Begins at 4:00 p.m. (offices, library, cafeteria and dormitories close) <b>**All Wednesday classes will meet regardless of class time**</b>	November 27
Dormitories Open (check WCJC website for times)	December 1
Thanksgiving Holiday Ends, Classes Resume, 8:00 a.m.	December 2
Final Exams and Book Buy-Back at Bookstore	December 6 – 11
Grades Are Due No Later Than Noon	December 13
Cafeteria and Dormitories Close After Lunch	December 13
Semester Ends	December 13
Winter Mini-Term Begins, 8:00 a.m.	December 16
Winter Break (college offices and library closed)	December 16 – January 1
<b>Winter Mini-Term Ends (grades due by noon on January 7, 2014)</b>	January 6, 2014

\*\* Students who register August 21 – 25 will be assessed a late registration fee

## Spring Semester, 2014

Course lengths may vary; it is imperative that students verify the start and end dates of each individual course they are enrolled in during the Spring semester. Courses may be offered in 5 week, 8 week, 14 week, or 16 week formats.

Exact dates classes begin and end, drop days and last days for refunds are all listed on the college website, [www.wcjc.edu](http://www.wcjc.edu), on the webpage titled "Catalogs and Schedules".

Web Registration for Spring Semester	November 1 – January 20
Walk-in Registration **	November 1 – December 13 January 2 – 19
College Offices Reopen	January 2
Faculty and Staff Official Opening Day of Semester	January 13
College Convocation, 9:00 a.m.	January 17
Cafeteria and Dormitories Open (check WCJC website for times)	January 19
Martin Luther King Holiday (no classes; offices and library closed)	January 20
<b>16 Week and First 8 Week Classes Begin, 8:00 a.m.</b>	<b>January 21</b>
Schedule Changes <b>ONLY</b>	January 21 – 23
Saturday Classes Begin, 8:00 a.m.	January 25
<b>14 Week Classes Begin</b>	<b>February 3</b>
Twelfth Class Day	February 5
No Classes (Texas Community College Teachers Association Convention)	February 21 – 23
Cafeteria and Dormitories Close (check WCJC website for times)	March 7
Spring Break Begins at 8:00 a.m. (offices and library closed) <b>**Saturday classes will meet on March 8 but not on March 15**</b>	March 10
Dormitories Open (check WCJC website for times)	March 16
Spring Break Ends, Classes Resume, 8:00 a.m.	March 17
Student Holiday, No Classes (University Interscholastic League)	March 21
Mid-Semester	March 21
<b>Second 8 Week Courses Begin, 8:00 a.m.</b>	March 24
Last day to Submit Application for May Graduation	April 1
<b>Last Day for Dropping Courses with Grade of "W" for 16 Week Classes</b>	<b>April 16</b>
Easter Holiday Begins at 4:00 p.m. (offices, dormitories and library closed) <b>**All Wednesday classes will meet regardless of class time**</b>	April 16
Dormitories Open (check WCJC website for times)	April 20
Easter Holiday Ends, Classes Resume, 8:00 a.m.	April 21
Final Examinations and Book Buy-Back at Bookstore	May 7 – 13
Grades Are Due No Later Than Noon	May 15
Cafeteria and Dormitories Close (check WCJC website for times)	May 17
<b>Commencement</b>	<b>May 16</b>

**\*\* Students who register January 15 – 19 will be assessed a late registration fee**

## Summer Sessions, 2014

Course lengths may vary; it is imperative that students verify the start and end dates of each individual course they are enrolled in during the summer terms. Courses may be offered in 5 week, 8 week, 10 week, 12 week, or 15 week formats.

Exact dates classes begin and end, drop days and last days for refunds are all listed on the college website, [www.wcjc.edu](http://www.wcjc.edu), on the webpage titled "Catalogs and Schedules".

Registration for All Summer Classes	April 1 – July 14
<b>May Mini-Term Begins, 8:00 a.m. (no late registration)</b>	<b>May 19</b>
Last Day for Dropping Courses with Grade of "W"	May 29
<b>Final Examinations and Book Buy-Back at Bookstore</b>	<b>June 2</b>
<b>Grades Are Due No Later Than Noon</b>	<b>June 3</b>
Various Part of Term Classes Begin – See Registration Table for Dates	June 2
<b>First 5 Week Classes Begin, 8:00 a.m.</b>	June 9
Last Day for Registering or Adding Courses	June 9
Last Day for Dropping Courses with Grade of "W"	July 2
Independence Day Holiday Observed (no classes; offices and library closed)	July 4
<b>Final Examinations and Book Buy-Back at Bookstore</b>	<b>July 8</b>
<b>Grades Are Due No Later Than Noon</b>	<b>July 9</b>
<b>Second 5 Week Classes Begin, 8:00 a.m.</b>	<b>July 14</b>
Last Day for Registering or Adding Courses	July 14
Last Day for Dropping Courses with Grade of "W"	August 6
<b>Final Examinations and Book Buy-Back at Bookstore</b>	<b>August 12</b>
<b>Grades Are Due No Later Than Noon</b>	<b>August 13</b>
<b>Semester Ends</b>	<b>August 15</b>

WCJC 2013-2014 Catalog

*\*In the event that unforeseen circumstances necessitate the cancellation of classes, the classes missed will be made up on Saturdays and/or holidays or by extension of the college calendar.*



# About Wharton County Junior College

## STATEMENT OF MISSION

Wharton County Junior College is a public, two-year, comprehensive community college offering a wide range of postsecondary educational programs and services including associate degrees, certificates, continuing education courses, cultural affairs, and leisure-time activities for the benefit of the community and a population of students that varies in age, background, and ability.

The college affords opportunities for individual growth and expression and promotes the development of the total person through scholarly and creative activity and the application of knowledge for the good of society. Its curricular and co-curricular activities lay a foundation for lifelong learning and involved citizenship and encourage the pursuit of knowledge, innovation, experimentation, and excellence in human endeavor. It prepares students for entry-level positions, for advancement in various occupations and professions, for a broad understanding of the liberal arts and sciences, and for transfer to baccalaureate granting institutions.

In fulfilling its mission, the college:

1. Offers associate of arts, associate of arts in teaching, and associate of applied science degrees.
2. Offers transfer curricula in preparation for the baccalaureate degree.
3. Offers career/vocational curricula leading to certificates and associated degrees.
4. Offers remedial and developmental courses and services, as well as adult basic education, to assist under prepared students to achieve competency in basic skills and thus gain access to college-level programs.
5. Supports excellence in instruction in all academic areas by the encouragement of faculty professional development for the improvement of teaching and learning through innovative teaching methodologies, research and public service.
6. Provides library and other instructional resources as integral parts of the educational process.
7. Supports students in the learning process through counseling and academic advising.

8. Offers continuing-education, non-credit, courses and programs to meet the needs of business, industry, government, and the community-at-large, and to contribute to the economic development of its service region.
9. Provides varied cultural opportunities, recreational activities, and community services to enhance the quality of life in its service region.
10. Actively cooperates with school districts, vocational-technical schools, other colleges, and universities to promote a more productive educational environment within its service region.

Wharton County Junior College is an institution that emphasizes personal attention to students, innovation and flexibility in its credit and non-credit offerings, and responsiveness to the diversity of communities it serves. The college is dedicated to providing an educational environment that recognizes individuality, stresses the importance of human relationships, and reflects the democratic values of our society.

*Approved by the WCJC Board of Trustees  
September 20, 2005*

## HISTORICAL SKETCH

- 1944 Wharton County leaders, members of a Post-War Planning Committee, conceived the idea of Wharton County Junior College.
- 1945 A County Junior College Committee was formed and citizens approved a 20-cent tax.
- 1946 On April 6, voters of Wharton County created the Wharton County Junior College district and elected the first Board of Trustees:
- |                                      |  |
|--------------------------------------|--|
| F.J.L. Blasingame                    | Donald M. Duson (Vice-Chair), El Campo |
| J.R. Peace (Secretary), East Bernard | Harold Hansen, Danevang                |
| Richard E. Meek, Louise              | Lottie N. Mullins, Boling              |
| Carl N. Reynolds, Glen Flora         |  |

In September, classroom instruction began with approximately 200 students housed in five Wharton County Fairground buildings, located at the corner of Boling Highway and Alabama Road. John Milton Hodges became the president of the college.

- 1948 On June 7, Wharton County voters approved a \$600,000 tax bond to acquire permanent college facilities.

Friends of the college donated a 20-acre site at Boling Highway and Alabama Road for campus construction.

1954 Congressman Clark Thompson visited the campus.

Playwright Horton Foote consulted with drama students on the production of *The Rocking Chair*.

1954 The Wharton County Junior College Foundation was formed.

1962 Travis M. McKenzie became president of Wharton County Junior College.

1966 Theodore Nicksick, Jr. became president of Wharton County Junior College.

1967 College officials purchased the Wharton County Fairground for campus expansion.

1968 Congressman George Bush visited the Wharton campus.

1969 Congressman Jake Pickle visited the Wharton campus.

1970 On July 18, voters extended the boundaries of the Wharton County Junior College District to include the Needville Independent School District and a Needville resident was appointed to the Board of Trustees, increasing Board membership to eight.

1974 CBS Newsman, Dan Rather, spoke to Wharton County Junior College students.

1980 Wharton County Junior College began offering day classes in Richmond/Rosenberg at B.F. Terry High School.

1983 Wharton County Junior College opened a satellite campus in Richmond.

1984 Elbert C. Hutchins became president of Wharton County Junior College.

1985 Wharton County Junior College, with funds provided by The George Foundation, purchased land for a permanent campus in Richmond/Rosenberg.

1990 Wharton County Junior College opened a campus in Sugar Land.

1994 Frank Robert Vivello became president of Wharton County Junior College.

Wharton County Junior College began offering classes at the Marine Education Center in Palacios.

1996 The LaDieu Technology Center opened on the Wharton campus.

Wharton County Junior College joined forces with the University of Houston and Houston Community College System to

open a multi-institution teaching center at the Sugar Land CentraPlex.

The Board of Trustees approved the purchase of the Sugar Land CentraPlex building.

1999 The Wharton County Junior College Bay City Technical Education Center opened at the Testengeer Building to house the college's Process Technology program.

2000 Playwright Horton Foote visited the college to speak with drama students as the Fine Arts Department presented *A Year of Horton Foote*.

2001 Betty A. McCrohan became president of Wharton County Junior College.

The WCJC Fort Bend Technical Center (FBTC) campus opened in Richmond.

2002 Congressman Ron Paul visited the Wharton campus.

2005 Wharton County Junior College's service area expanded to include Sugar Land and its extraterritorial jurisdiction.

Congressman Tom DeLay visited the WCJC Fort Bend Technical Center.

2007 Wharton County Junior College opened a campus in Bay City.

2009 Wharton County Junior College relocated its existing Sugar Land campus to a new campus on-site together with the University of Houston System at Sugar Land.

#### **WCJC TODAY**

Wharton County Junior College's tax district encompasses Wharton County and the Needville Independent School District located within Fort Bend County. WCJC has a service area that includes Wharton, Matagorda, and Colorado counties, as well as parts of Fort Bend, Jackson, and Austin Counties. To better serve its students, the college offers courses at four campuses in Wharton, Sugar Land, Richmond, and Bay City. In addition, the college offers classes in El Campo and Palacios.

#### **WHARTON CAMPUS**

Most degree and certificate programs as well as many continuing education courses are offered in Wharton. Many students live at home; however, students have the opportunity to live on campus or in local apartments and to participate in campus life. Frankie Hall, a dormitory for men, houses seventy-eight students. Mullins Hall and Brooking

Hall, dormitories for women, house fifty-three and thirty students respectively.

The college participates in three competitive sports: Volleyball for women, Baseball for men and Rodeo for men and women. WCJC also has a choir, a band, and a drama program. These sports and fine arts programs offer student scholarships. Campus life includes intramural activities for men and women, student government, and a variety of clubs.

### **SUGAR LAND CAMPUS**

The Sugar Land campus is conveniently located within the University of Houston Sugar Land System campus in Brazos Hall. This transfer-driven campus offers numerous academic and vocational courses which allow students to take advantage of the Wharton County Junior College/University of Houston System Partnership Joint Admissions Agreement on the same campus.

### **RICHMOND CAMPUS**

The Richmond campus offers a full range of technical, vocational, and academic courses. Texas State Technical College (TSTC), in partnership with WCJC, offers vocational programs located at the Richmond campus.

### **BAY CITY CAMPUS**

The Bay City campus is home to the college's Process Technology and Nuclear Power Technology programs. The campus also offers transfer courses.

### **EL CAMPO & PALACIOS EXTENSION CENTERS**

Wharton County Junior College offers transfer courses and Adult Basic Education at the Northside Center, in El Campo, and Adult Basic Education at Palacios ISD or other designated facilities in Palacios.

### **UNIVERSITY ARTICULATION AGREEMENTS**

Wharton County Junior College has several university articulation agreements that are in place to aid students in transferring. Students are encouraged to visit with WCJC counselors or advisors to inquire about transfer plans available to Texas universities.

## **General Academic Information**

### **DEGREES AND CERTIFICATES**

The college offers three types of degrees: The Associate of Arts (AA), the Associate of Arts in Teaching (AAT), and the Associate of Applied Science (AAS).

The Associate of Arts degree is a two-year degree designed for students intending to transfer to four-year institutions to complete baccalaureate degrees. AA degree programs parallel the first two years of study at four-year institutions; that is, they constitute the freshman and sophomore years of a bachelor's degree. Students should plan their courses of study carefully with an advisor to be sure that the courses they take at WCJC match the first two years of their intended major upon transferring to a four-year institution.

Wharton County Junior College awards the Associate of Arts in Teaching degree for students planning to pursue baccalaureate programs that lead to initial Texas teacher certification. There are two specialized tracks, "Plan B" or "Plan C" that can be pursued to obtain an AAT degree.

The Associate of Applied Science is designed for students in technical and career programs who intend to seek employment in identified occupational areas. Some AAS programs transfer seamlessly into upper-level Bachelor degree programs at various local universities.

The college also offers both semester credit hour and noncredit programs, leading to certificates in career fields not requiring a degree for employment. Certificate programs vary in length from fewer than 100 clock hours up to one year.

The following two examples serve to illustrate the distinctions between AA and AAS degrees, and between degrees and certificates.

1. Wharton County Junior College offers an AA degree that focuses on the field of Criminal Justice. This program of study is designed for students who intend to transfer to a four-year institution to major in some aspect of criminal justice (e.g., probation and parole, juvenile justice, law enforcement, criminal justice administration).



The college also offers a two-year AAS degree with a major in Law Enforcement for students who intend to enter the police profession immediately upon graduation.

In addition, the college offers a certificate program through its state-certified police academy for students who wish to become Texas peace officers but who do not desire a degree.

- Wharton County Junior College offers an AA degree which prepares students who intend to transfer to a four-year institution to study Nursing and pursue a career as Registered Nurses (RNs).

Wharton County Junior College also offers an AAS degree in Nursing (the Associate Degree Nursing program) for students who intend to become RNs immediately upon graduation.

In addition, Wharton County Junior College offers a certificate program in Vocational Nursing for students who wish to become Licensed Vocational Nurses (LVNs), but who do not desire a degree.

Finally, the college offers an AAS degree program for students who are already LVNs and desire to enter the ADN program to obtain an AAS degree and pursue careers as an RN. This program is referred to as the LVN-ADN Transition program.

## INSTRUCTIONAL DIVISIONS

Courses and instructional programs are offered through six divisions. Each division is composed of specialized departments, each with a standing Department Head. All divisions report to the Vice President of Instruction.

Students may seek degree or certificate specific advising from either department heads or division chairs, as well as from WCJC Student Services' counselors and advisors.

### DIVISION OF ALLIED HEALTH

**Division Chair: Carol Derkowski, ext. 6428**

Departments:

Associate Degree Nursing	Physical Therapist Assistant
Dental Hygiene	Radiologic Technology
Health Information Technology	Surgical Technology
Human Services	Vocational Nursing

### DIVISION OF COMMUNICATIONS AND FINE ARTS

**Division Chair: Vacant**

Departments:

English and Humanities	Performing/Visual Arts
Developmental Studies	Speech

### DIVISION OF MATH AND SCIENCE

**Division Chair: Kevin Dees, ext. 6460**

Departments:

Biology	Geology
Chemistry, Physics, and Engineering	Kinesiology and Agriculture Mathematics

### DIVISION OF SOCIAL AND BEHAVIORAL SCIENCES

**Division Chair: Amanda Shelton, ext. 1581**

Departments:

Criminal Justice and Law Enforcement	History and Geography
Economics and Government	Psychology, Sociology and Anthropology

### DIVISION OF TECHNOLOGY AND BUSINESS

**Division Chair: David Kucera, ext. 6342**

Departments:

Business and Office Administration	Construction Management
Computer Science	Education and Early Childhood
*Cisco Academy	Electronics Engineering Technology
*Computer Programming	Engineering Design
*Digital Media	Paralegal Studies
*Game Development and	
*Computer Simulation	
*Network Administration	
*PC Technical Support	

### DIVISION OF VOCATIONAL SCIENCE

**Division Chair: Terry Lynch, ext. 6575**

Departments:

Air Conditioning, Heating, Refrigeration and Electrical Technology	Fire Academy
Automotive Technology	Nuclear Power Technology
Cosmetology	Process Technology
Emergency Medical Technology	Police Academy
	Welding Technology

## CONTINUING EDUCATION AND COMMUNITY OUTREACH PROGRAMS

Wharton County Junior College provides noncredit courses and programs, recreational activities, and community services to enhance the quality of life of its citizens and to contribute to the economic development of its service region. The college provides the following:

- Avocational Continuing Education
- Vocational Continuing Education
- Adult Basic Education
- Senior Citizen Programs
- Youth Activities
  - Kids' College
  - Criminal Justice Academy

A variety of noncredit offerings and grant-funded programs are offered in areas such as job readiness skills, occupational and career training, profession-specific continuing education, customized workforce training, adult education, English as a Second Language (ESL) courses, Meals-On-Wheels, senior citizen health screenings and educational and recreational programs, Kid's College, and youth summer academies.

Wharton County Junior College's continuing education noncredit offerings are designed to be responsive to community and business needs. Programs can be customized to meet specific needs of business and industry. WCJC can also assist area businesses in securing state-funded grants to support business expansion, job creation, and employee training.

Wharton County Junior College participates in numerous areas of community outreach and service. Grant-funded programs provide services in Adult Basic Education and GED preparation. The WCJC Senior Citizen Program provides a meal and activity program to senior citizens 60 years and older. The WCJC Senior Citizen Center, funded by the Houston-Galveston Area Council and the Department of Aging & Disabilities Services (DADS), provides center meals and hosts daily activities to promote social interaction. In-home meals to homebound qualified seniors are offered in Wharton and Colorado counties.

Wharton County Junior College youth-focused activities include Kids' College and Criminal Justice Academy. Kids' College, offered in Sugar Land, offers fun learning experiences in a variety of subjects for students in kindergarten through 12<sup>th</sup> grade. WCJC offers enrichment learning experiences through its summer academies. The Criminal Justice Academy exposes students to various aspects of the criminal justice system and emergency management and response activities. Students create resumes, develop professionalism and leadership skills, and practice job interview techniques. Students stay in dormitories located on the main campus and participate in a concentrated three-day schedule of activities.

Wharton County Junior College, in partnership with ed2go (formerly Gatlin Education Services), offers open enrollment programs designed to provide the skills necessary to acquire professional level positions for many in-demand occupations.

Our programs are designed by a team of professionals from each respective field, who work

to provide you with an effective web-based learning experience. Instructors/mentors are actively involved in your online learning experience. They respond to any questions or concerns, as well as encourage and motivate you to succeed.

Each program includes a set of lessons and evaluations; grades are a combination of the instructor/mentor's evaluation of students' work and computer graded tests. We know you'll appreciate the quality as well as the convenience of anytime, anywhere learning.

Benefits of Online Career Training:

- Learn in-demand job skills
- Start anytime
- Set your own pace
- Affordably priced

## Academic Policies

### ACADEMIC CALENDAR

The college's academic calendar lists the dates of all activities that affect students and employees, such as registration and holidays during which the college will be closed. The academic calendar is posted on the college website at [www.wcjc.edu](http://www.wcjc.edu).

### ACCESS TO STUDENT RECORDS

In compliance with federal Public Law 93-380; Family Educational Privacy Act of 1974 (commonly known as the Buckley Amendment, 20 U.S.C. 1232g; 34 CFR 99), and the Texas Open Records Act (Chapter 552, Government Code), the college does not release personally identifiable records or files. Further information concerning this policy and laws on which it is based is available in the Wharton County Junior College *Student Handbook* and in College Regulation 651. Questions concerning access to student records may be addressed to the Director of Admissions and Registration.

Directory information is available to anyone upon request unless a student restricts the release of such information by completing the form entitled *Request to Prevent Disclosure of Directory Information* and submits it to the office of the Director of Admissions and Registration by the twelfth class day of a regular semester and the fourth class day of a summer session.

Directory information includes the following:

- Name, address, telephone listing;

- Date of birth, dates of attendance, participation in officially recognized activities and sports, degrees, candidates for degrees, honors and awards received, previous colleges and universities attended.

### **ADDING AND DROPPING COURSES**

No course can be added or dropped without approval of the Director of Admissions and Registration. Courses that are dropped prior to the attendance verification day for that course will not count on a student's transcript as a "W". However, students are still expected to meet the financial obligation of the course per the college's "Drops and Withdrawal Calendar", updated each year on the college's website. Students dropping after attendance verification day and prior to the official drop date will receive a "W" for the course. The calendar for the length of time a student has to withdraw or drop a course is updated each year on the college's website.

If a student registers for classes but does not attend or quits attending, the student must officially drop or withdraw through the Office of Admissions and Registration by filling out a drop form located on the college website at [www.wcjc.edu](http://www.wcjc.edu). Failure to do so will result in an "F" on the student's transcript for each incomplete class and full financial obligation for each course.

### **ADMINISTRATIVE WITHDRAWAL**

The college reserves the right to withdraw a student from classes for excessive absences or for any other reason when college officials consider this action to be in the best interest of the college or of the student.

### **ATTENDANCE OF CLASSES**

Regular attendance is conducive to optimum achievement. Therefore, students are expected to attend all meetings of those classes in which they are enrolled. Those absences caused by participation in college sponsored activities, by the student's illness, or by certain emergencies may be excused by the instructor, in which case students are permitted to make up the work missed.

Whenever a student acquires absences in excess of two weeks in a course or when a student's attendance record (in the judgment of the instructor) makes the attainment of minimum

course objectives improbable, that student may be recommended to drop the course with the designation of "W", withdrawn.

### **AUDIT OF COURSE**

After the drop-add period, students may register to audit academic courses on a space-available basis. Also, after the drop-add period, students who obtain permission from the appropriate Department Head may register to audit vocational-technical courses. Auditing entitles students to the usual learning opportunities but eliminates such course requirements as attendance, written work, and tests. An audit cannot be changed to credit or credit to audit after the deadline for adding courses. The fee for an audit is the same as that for course credit.

### **CHANGE OF NAME OR ADDRESS**

A student who changes a home or local address or a name should notify the Office of Admissions and Registration immediately. Any communication from the college that is mailed to the name and address on record is considered to have been delivered, and the student is responsible for having received the communication.

### **CLASSIFICATION OF STUDENTS**

Students who are enrolled at Wharton County Junior College are classified according to the number of hours completed and the number of hours in which they are enrolled.

- Freshman: A student enrolling in college for the first time or who at the time of registration has earned fewer than 30 semester hours of credit.
- Sophomore: A student who at the time of registration has earned at least 30 semester hours.
- Full-time: A student who is enrolled for at least 12 semester hours.
- Part-time: A student who is enrolled for at least one semester hour, but less than 12 semester hours.

### **COURSE LOAD**

The normal load for a regular student during fall and spring semesters should not exceed a total of nineteen semester hours including such courses as kinesiology, choir, and band. The normal load for a regular student during summer semesters should not exceed a total of seven semester hours.



Students may not enroll for more than a normal load without approval from the Vice President of Instruction. Ordinarily, approval for an academic overload is contingent upon the student having at least a 3.0 GPA or being a candidate for graduation.

### **COURSE NUMBERS**

Wharton County Junior College uses the common course numbering system adopted by a number of Texas institutions. Institutions participating in this system have signed agreements accepting a standard numbering system for commonly transferred courses. This system insures that if students take the courses the receiving institution designated as common, the courses are accepted in transfer and are treated as the receiving institution's courses.

The common course number has a standardized four-letter prefix followed by a four-digit number. The prefix identifies the department through which the course is offered. Numbers 1100-1999 indicate freshman level courses and numbers 2100-2999 indicate sophomore-level courses. For example, English 1301 is a freshman-level course in the Department of English and Humanities, whereas English 2322 is a sophomore-level course.

However, students may enroll in any course if all specific course prerequisites have been met.

### **COURSE OFFERINGS**

The college exercises the prerogative of choosing the courses to be offered during any semester. This offering is announced in the official schedule of classes for the semester. Should the enrollment in a course be insufficient, the course may be dropped from the schedule. Likewise, a course may be closed to further enrollment should enrollment become excessive.

### **PREREQUISITES FOR COURSES**

A "prerequisite" is a condition or requirement that must be met. Many courses are open only to those students meeting specified requirements. Course prerequisites may be credit in another course, a minimum grade in another course, test scores, concurrent enrollment in another course, sophomore standing, consent of the department head, or demonstration of a particular skill.

Prerequisites are indicated below each course description.

### **FINAL EXAMINATIONS**

All academic courses administer final examinations. Exemptions from final examinations are not given. A student who misses a final examination may be given an "I" (incomplete) at the instructor's discretion, if the absence is caused by sickness or other emergency. The student should contact the instructor to make arrangements for a make-up exam. An "I" automatically converts to an "F" by mid-semester of the following term if the student does not make up the exam.

### **GRADING POLICY, GRADE REPORTS, GRADE POINTS**

The college considers grades extremely important permanent records and requires instructors to communicate their specific grading policies for each class at the beginning of the semester. At the end of the semester, the college requires instructors to submit final grades for all officially enrolled students.

Students who believe errors have been made in the final reporting of grades should discuss the matter with their instructors. The students may follow the method of appeal set forth in the *Student Handbook* and in College Regulation 663. A grade change request must be made within 12 months of the end of the term in which the grade was awarded.

A final grade may be changed only by the instructor of the course with the approval of the Vice President of Instruction or by action of the Board of Trustees.

Grade or Notations are as follows:

- A Excellent
- B Good
- C Average
- D Poor (lowest passing grade)
- F Failure
- I Incomplete: *This grade is given only when a student misses the final examination. The instructor has the discretion to allow a make-up if the absence is caused by sickness or other emergency. By the following regular mid-semester, an "I" not made up will convert to an "F".*
- W Withdrawn: *This grade indicates an official withdrawal from a course by a student or by administrative action after the attendance verification day and prior to the official drop date.*
- X Audit (no credit and no grade)

A four-point system for expressing in numerical terms the quality of scholarship achieved by the student is useful in determining eligibility for honors or probation, for graduation, for participation in intercollegiate athletic competition, and for membership in certain student organizations. The system is as follows:

Each grade of "A" earns 4 grade points per semester hour.

Each grade of "B" earns 3 grade points per semester hour.

Each grade of "C" earns 2 grade points per semester hour.

Each grade of "D" earns 1 grade point per semester hour.

Other grades earn 0 grade points.

At the end of each grading period a grade point average (or grade index) may be obtained by computing the sum of all the grade points earned and dividing this number by the total number of semester hours attempted. Courses marked "W", "I", and "X" are not counted in computing the grade point average.

For example, if a student completes the following 16 credit hours in a semester, the GPA for that semester is calculated as follows:

Course	Credit Hours	Grade	Grade Points
English	3	B	9
Biology	4	C	8
History	3	B	9
Business	3	A	12
Art	3	A	12
	16		50

Divide the number of grade points earned (50) by the total number of credit hours attempted (16). The GPA for that semester would be 3.17 or "B".

### GRADUATION REQUIREMENTS

Students are responsible for familiarizing themselves with the detailed requirements of their chosen degrees and for preparing themselves to meet those requirements.

Deadlines for applying for graduation are:

- August Graduation – July 15<sup>th</sup>
- December Graduation – November 1<sup>st</sup>
- May Graduation – April 1<sup>st</sup>

Students must go to the Office of Admissions and Registration to complete the application for

graduation. Caps and gowns are ordered through the WCJC bookstores. Candidates may graduate under the terms of the catalog in effect when they enter or any subsequent catalog under which they attend, provided:

- A. Said catalog is not more than 5 years old.
- B. The student's particular degree or certificate plan has not been discontinued by the college.

General requirements for graduation for the Associate of Arts degree or the Associate of Applied Science degree are as follows:

1. All entrance requirements must be fulfilled.
2. Candidates who entered college after the fall of 1989 must demonstrate proficiency in basic skills either by passing TSI Assessment test or by TSI exemption, or by satisfying the basic skills requirements in any way prescribed by the Texas Higher Education Coordinating Board.
3. All financial obligations must be met.
4. At least sixty semester hours must be earned.
5. A GPA of at least 2.0, "C", must be earned.
6. Candidates must complete at least twenty-four semester hours at Wharton County Junior College.
7. Candidates must complete at least fifteen hours of sophomore-level courses.
8. When requirements for degrees are met during the summer session or fall semester, diplomas are mailed to recipients.

### MINIMUM STANDARD OF WORK

Wharton County Junior College expects students to achieve satisfactory progress toward the attainment of their education goals. The minimum acceptable standard of satisfactory progress is a cumulative average of at least 2.0 GPA on attempted semester credit hours.

### RELIGIOUS OBSERVANCES

Students who are absent from classes for the observance of a religious holy day may take an examination or complete an assignment scheduled for that day within a reasonable time after the absence. Students should notify the instructor of each class scheduled on the date that they plan to be absent for a religious holy day.

### REPETITION OF COURSE

When a course is repeated, the last grade awarded is the permanent grade for the course and is the

only grade considered in calculating the semester hours and the grade point average.

### **SCHOLASTIC HONORS**

**DEANS'S LIST:** At the end of each full term (16 weeks) semester, those students who have been enrolled for at least twelve (12) semester hours of college-level courses, who have made no failing grades, and who have earned grade point averages of at least 3.5 are listed on the Dean's List.

**GRADUATION WITH HONORS:** Those members of the graduating class who earn a grade point average of at least 3.8 are graduated with High Honors and those earning a grade point average of at least 3.5, but less than 3.8, are graduated with Honors.

### **SCHOLASTIC PROBATION**

Failure to achieve the required minimum standard of work (cumulative average of at least 2.0 GPA) will result in a student being placed on scholastic probation for the next semester in which they are enrolled.

Students on probation are encouraged to reduce their course load and to reexamine and adjust their educational objectives, their workloads, and their study habits.

Students on scholastic probation are removed from probation when they have achieved the required minimum standard of work.

### **SCHOLASTIC SUSPENSION**

Failure to achieve the required minimum standard of work while on scholastic probation results in suspension from the college for the following full term (16 week) semester. A student who has been suspended from the college for poor scholarship and who re-enters after the expiration of the semester of suspension, re-enters on scholastic probation.

### **SEMESTER CREDIT HOURS**

The unit of measurement for credit purposes is the semester credit hour. One semester hour represents the credit earned in a course that is scheduled for one class hour a week for a semester. Most courses meet three hours a week and have a credit value of three semester hours.

## **STUDENT GRIEVANCES AND COMPLAINTS**

The college has an established policy for hearing student grievances and complaints. Students who believe they have legitimate complaints about (1) discrimination or harassment based on sex, race, age, national origin, religion, veteran status, or handicap; (2) non-academic decisions, rules, or regulations; (3) management or conduct of programs; (4) allegations of misleading advertisement or promotion of programs; or (5) other actions of college employees should contact the Office of the Vice President of Student Services to file the grievance and obtain a copy of College Regulation 591.

### **TRANSCRIPTS**

A transcript of the college credits is an official copy of the student's permanent record bearing the college seal. For a fee, students may obtain copies of his or her transcript by requesting transcripts through the "WCJC Online Services" at [www.wcjc.edu](http://www.wcjc.edu) by making a written request to the Office of Admissions and Registration. Written requests must include dates of attendance, student ID number, and a legible signature. All admission information must be on file, and all holds must be cleared before a transcript is issued.

### **TRANSFER OF SEMESTER CREDIT HOURS**

Wharton County Junior College is fully approved and accredited to offer lower-division courses (freshmen and sophomore courses). All of WCJC academic semester hour credits transfer to other state-supported colleges. Certain developmental, preparatory, and vocational courses may not transfer. Colleges do not lower transferred grades; grades are filed just as they are received. For degree purposes or for determining scholastic standing, however, grades earned at other institutions may be averaged with work done at the receiving college or university.

The information that follows was written by the Texas Higher Education Coordinating Board with respect to the transfer of semester credit hours and to transfer disputes. Section 61.078 of the Texas Education Code, enacted by the 71<sup>st</sup> Legislature, requires that this information be reproduced in the college's catalog.

**FREE TRANSFERABILITY:** Lower-division courses included in the Texas Higher Education Coordinating Board's Academic Course Guide Manual and specified in the definition of "Lower-Division Academic Course Guide Manual" shall be freely transferable to and accepted as comparable degree credit by any Texas public institution of higher education where the equivalent course is available for fulfilling baccalaureate degree requirements. It is understood that each Texas institution of higher education may have limitations that invalidate courses after a specific length of time.

All lower division academic courses shall be fully transferable among public institutions and must count toward the same degree at any public college or university in Texas.

#### **TRANSFER OF SEMESTER CREDIT HOURS REQUIREMENTS AND LIMITATIONS**

- A. Each institution of higher education shall identify in its undergraduate catalog each lower division course that is substantially equivalent to an academic course listed in the current edition of the Community College General Academic Course Guide Manual.
- B. Each university must identify at least 45 semester credit hours of academic courses that are substantially equivalent to courses listed in the "Lower-Division Academic Course Guide Manual", including those that fulfill the lower-division portion of the institution's Core Curriculum.
- C. All public colleges and universities must accept transfer of credit for successfully completed courses identified in (A) and (B) above as applicable to an associate or baccalaureate degree in the same manner as credit awarded to non-transfer students in that major.
- D. Each institution shall be required to accept in transfer into a baccalaureate degree the number of lower division semester credit hours in a major which are allowed for their non-transfer students in that major; however,
  - No institution shall be required to accept in transfer more credit hours in a major than the number set out in the applicable Coordinating Board approved Transfer Curriculum for that major, as prescribed by the current issue of the Coordinating Board's Guide to Transfer of Credit Policies and Curricula.
  - In any major for which there is no Coordinating Board approved Transfer Curriculum, no institution shall be

required to accept in transfer more lower division courses credit in the major applicable to a baccalaureate degree than the institution allows their non-transfer students in the major.

- A university may deny the transfer of credit in courses with a grade of "D" as applicable to the student's major.
- E. All senior institutions of higher education in Texas shall provide support services for transfer students, equivalent to those provided to non-transfer students regularly enrolled at the institutions, including an orientation program for transfer students, equivalent to that provided for entering freshman enrollees.
  - F. No university shall be required to accept in transfer or toward a degree, more than sixty-six (66) semester credit hours of academic credits earned by a student in a community college. Universities, however, may choose to accept additional credit hours.

#### **RESOLUTION OF TRANSFER DISPUTES FOR LOWER-DIVISION COURSES**

The following procedures shall be followed by public institutions of higher education in the resolution of credit transfer disputes involving lower-division courses:

- A. If an institution of higher education does not accept course credit earned by a student at another institution of higher education, the receiving institution shall give written notice to the student and to the sending institution that transfer of the course credit is denied. A receiving institution shall also provide written notice of the reasons for denying credit for a particular course or set of courses at the request of the sending institution.
- B. A student who receives notice as specified in Subsection (A) may dispute the denial of credit by contacting a designated official at either the sending or the receiving institution.
- C. The two institutions and the student shall attempt to resolve the transfer of the course credit in accordance with Board rules and guidelines.
- D. If the transfer dispute is not resolved to the satisfaction of the student or the sending institution within 45 days after the date of the student received written notice of denial, the institution that denies the course credit for transfer shall notify the commissioner of its denial and the reasons for the denial.

- E. The Commissioner of Higher Education or the Commissioner's designee shall make the final determination about a dispute concerning the transfer of course credit and give written notice of the determination to the involved student and institutions.
- F. The Board shall collect data on the types of transfer disputes that are reported and the disposition of each case that is considered by the Commission or the Commissioner's designee.
- G. If a receiving institution has cause to believe that a course being presented by a student for transfer from another school is not of an acceptable level of quality, it shall first contact the sending institution and attempt to resolve the problem. In the event that the two institutions are unable to come to a satisfactory resolution, the receiving institution may notify the Commissioner of Higher Education, who may investigate the course. If its quality is found to be unacceptable, the Board may discontinue funding for the course.

#### **SIX COURSE DROP LIMIT**

Under section 51.907 of the Texas Education Code, "an institution of higher education may not permit a student to drop more than six courses, including any course a transfer student has dropped at another institution of higher education." This statute was enacted by the State of Texas in spring 2007 and applies to students who enroll in a public institution of higher education as a first-time freshman in fall 2007 or later. Any course that a student drops is counted toward the six-drop limit if:

- The student was able to drop the course without receiving a grade or incurring an academic penalty;
- The student's transcript indicates or will indicate that the student was enrolled in the course;
- The student is not dropping the course in order to withdraw from the institution.
- Once Wharton County Junior College calculates that the student has a total of six affected drops from Wharton County Junior College and all affected transfer institutions, he or she may not drop any additional courses at Wharton County Junior College. The instructor will be required to award the grade of A, B, C, D, or F.

An automatic notification will be placed on the student record after the student reaches the 3<sup>rd</sup> counted drop and is encouraged to see an academic advisor.

#### **EXCLUDED COURSES FROM LIMIT**

Drops from the following types of courses are excluded from the course drop limit:

- A. Courses taken by students while enrolled in high school – whether dual credit or early admission. Once graduated from high school the drops will begin to count.
- B. Courses dropped at private or out-of-state institutions.
- C. Remedial or developmental courses, workforce education courses, or other courses that would not generate undergraduate credit that could be applied to a degree.
- D. Drops which meet the definition of a complete withdrawal.

#### **EXCEPTIONS AND DOCUMENTATION REQUIREMENTS**

- A. Severe illness or other debilitating condition; statement from a doctor required.
- B. Care of a sick, injured or needy person; statement from doctor regarding illness of the person being cared for; statement from the sick, injured, or needy person regarding the student's role as the care-giver; or in case of a child, statement from the student.
- C. Death of family member or another person who is otherwise considered to have a sufficiently close relationship; death certificate or obituary from newspaper required.
- D. Active duty service with the Texas National Guard or other armed forces by the student, a family member, or a person who has a sufficiently close relationship; orders from service required.
- E. Change in work schedule that is beyond the control of the student; letter from employer required.
- F. Other good cause as determined by the institution.

For the purposes of this section (listed above) the following definitions will apply:

**FAMILY MEMBERS:** spouse, child, grandchild, father, mother, brother, sister, grandmother, grandfather, aunt, uncle, nephew, niece, first cousin, stepparent, stepchild, or stepsibling.



**SUFFICIENTLY CLOSE RELATIONSHIP:** this relationship can include a relative with the third degree of consanguinity, plus close friends, including but not limited to, roommates, housemates, classmates, or others identified by the student for approval of the institution on a case-by-case basis.

#### **WITHDRAWAL FROM COLLEGE**

If a student must withdraw from the college before the completion of the semester for which he or she is enrolled, the student must fill out an official withdrawal form in the Office of Admissions and Registration or send a letter to that office requesting withdrawal.

All financial obligations to the college must be met in order to receive official clearance.

A student may officially withdraw from the college. Please see "Adding and Dropping Courses".

#### **SERVICES FOR STUDENTS WITH DISABILITIES**

Wharton County Junior College is committed to providing a discrimination-free environment for its students with disabilities. Students with disabilities are encouraged to inform the college of any assistance they may need upon application. Early self-identification will allow students to receive whatever accommodation they may need as quickly as possible.

Students desiring accommodations must register with the Disability Services Coordinator and provide appropriate medical and/or psychological documentation. This action entitles qualified students with disabilities to their legal rights and assures them of receiving information on services and procedures available to them. Disability information is strictly confidential and is not released without consent of the student.

It is the responsibility of students with a disability to voluntarily and confidentially disclose information regarding the nature and extent of the disability. Wharton County Junior College does not assume responsibility for providing special accommodations and services to students who have not identified themselves as having a qualifying disability and who have not made their need known.

Specific disability services are based on individual needs and circumstances to initiate services.

Students should contact the Disability Services Coordinator prior to each semester. The Disability Services Coordinator's office is located in the Office of Student Services.

#### **STUDENT CONDUCT AND DISCIPLINE**

The proper role of the student while on any of the Wharton County Junior College campuses is to attend classes and to engage in related educational activities. Student's involvement in the affairs of the college is encouraged and avenues of communications are provided, but abuse of democratic process is not tolerated.

All WCJC students are expected to obey the law, to show respect for properly constituted authority, and to observe correct standards of conduct. In addition, they are expected to refrain from other types of improper and socially unacceptable behavior that is specified in the *Student Handbook*. Students who violate these rules of appropriate conduct as defined by the college are subject to disciplinary action.

Misconduct for which students are subject to discipline includes the following categories:

1. Dishonesty, such as cheating, plagiarism, or knowingly furnishing false information to the college. Plagiarism and cheating refer to the use of unauthorized books, notes, or otherwise securing help on a test; copying tests, assignments, reports, or term papers.
2. Being in unauthorized places such as offices or building after hours or in any instructor's office without his or her permission.
3. Forgery, alteration, or misuse of college documents, records or identification.
4. Obstruction or disruption of teaching, research, administration, or other authorized activities, on college premises.
5. Physical abuse of any person on college-owned or controlled property or at college-sponsored or supervised functions, or conduct that threatens or endangers the health or safety of any such persons.
6. Theft of property or damage other than accidental to property of the college or of a member of the college community or of a campus visitor.
7. Violation of college policies or regulations.
8. Use, possession, or distribution of alcohol, narcotics, or dangerous drugs.
9. Disorderly conduct or lewd, indecent, or obscene conduct or expression on college-owned or controlled property or at college-sponsored or supervised functions.

10. Failure to comply with reasonable directions of college officials acting in the performance of their duties.
11. Making unreasonable noise on campus.
12. Conduct that adversely affects the student's responsibility as a member of the academic community.
13. Use or possession of firearms, explosives (including fireworks), swords, daggers, straight razors, or illegal knives is not permitted on campus or in automobiles on campus streets or in parking lots.
14. Any form of gambling.
15. Improper dress. In consideration of sanitation, distraction, or offensiveness to other students and faculty, students are expected to wear appropriate clothing.
16. Unauthorized use of facilities.

Misconduct may result in the student being placed on disciplinary probation or suspension (dismissal).

Wharton County Junior College has identified certain behaviors that are possible grounds for immediate dismissal from the college. If any of these six situations occur, immediate dismissal may result:

1. Illegal use or possession of controlled substances (alcohol, drugs) anywhere on college property or at a college event or college-sponsored activity.
2. The presence of the opposite sex in a student's dorm room.
3. Willful destruction of property, damage to buildings or furnishings, or defacing college property.
4. Physical assault or threat of physical assault on/toward anyone on college property or at a college-sponsored event or activity.
5. "Hate Messages" including, but not limited to, racial epithets or derogatory remarks attacking or belittling someone's religious beliefs, lifestyle, national origin, physical attributes, etc., whether delivered orally or in writing.
6. Refusal to comply with legitimate directives from dorm supervisors, security personnel, or any college officials or exhibiting defiantly disrespectful behavior to such persons.

**WHARTON COUNTY JUNIOR COLLEGE SEXUAL HARASSMENT POLICY – REGULATION 879**

*Employees or students shall not engage in conduct constituting sexual harassment. The district shall investigate all allegations of such harassment and*

*shall take appropriate disciplinary action against employees or students found to engage in such harassment. Any employee or student who believes he or she has been or is being subjected to any form of sexual harassment shall bring the matter to the attention of the immediate supervisor in accordance with the district's grievance policy [Reg. 591 and 877]. However, no procedure or step in that policy shall have the effect of requiring the employee or student alleging sexual harassment to present the matter to the person who is the subject of the complaint. NOTE: The Director of Human Resources or the President may also be contacted by personnel on issues relating to sexual harassment.*

## **Admission and Registration**

### **ADMISSION**

Admission for the college credit studies is open to all applicants who meet at least one of the methods of regular admission listed below. However, admission to the college does not imply admission to all programs.

Guidelines for admission to the Associate Degree Nursing (ADN), Dental Hygiene, Physical Therapist Assistant, Radiologic Technology, Surgical Technology, and Vocational Nursing (LVN) programs are given in the degree requirements section of this catalog or from the respective program directors.

Each applicant must satisfactorily complete all phases of the admission process. The Office of Admissions and Registration evaluates the application and notifies the student of acceptance or rejection. The student may appeal the decision if the case meets the criteria for appeal stipulated in Regulation 591, Student Grievances.

### **BACTERIAL MENINGITIS VACCINATION REQUIREMENT**

Under the requirements of law recently enacted by the Texas State Legislature, students who are under 30 years of age and entering higher education in the spring of 2012 (and any semesters following) must demonstrate proof of vaccination against bacterial meningitis.

An entering student is defined as a student new to higher education. Transfer and transient students from another college, or a student who has not been enrolled one fall or spring semester and is

returning to Wharton County Junior College, are also subject to this requirement. It is important to consult a physician about the need for the immunization against bacterial meningitis to prevent the disease.

Not all students are required to show proof of the vaccination. Please read further for details about exemptions and how to opt out of showing proof of the vaccination.

Students may elect not to take the vaccination by filing a Medical Exemption Affidavit or Certificate or an Exemption from Immunization for Reasons of Conscience Affidavit Form.

Evidence of vaccination or exemption should be submitted to Wharton County Junior College Office of Admissions and Registration. Vaccinations (or boosters) must have been received within the past (5) years and no later than 10 days prior to the first day of the first semester in which the student initially enrolls. A Wharton County Junior College Bacterial Meningitis Vaccination Record Form must be completed and submitted along with vaccination records or a Medical Exemption Affidavit or Certificate or an Exemption from Immunization for Reasons of Conscience Affidavit Form.

## EXEMPTIONS

**Wharton County Junior College students who are currently enrolled and planning on returning for their next consecutive semester will NOT be required to submit proof of vaccination.**

Exemptions allowed by law are:

- Students 30 years of age or older by the first day of the semester
- Students enrolled only in online courses or other distance education programs
- Students enrolled in dual credit classes on a high school campus
- Students enrolled in adult basic education (ABE) courses
- Students enrolled in continuing education (CE) or corporate study courses.
- Students enrolled in programs of less than 360 contact hours
- Students incarcerated in a Texas prison

## EVIDENCE OF VACCINATION

Evidence of vaccination must:

1. Be submitted along with a completed **WCJC Bacterial Meningitis Vaccination Record Form**, which can be found on the college website at [www.wcjc.edu](http://www.wcjc.edu), under the Office of Admissions and Registration.
2. Include month, day and year of vaccination and verify that vaccinations (or boosters) were received at least 10 days prior to the first day of the semester and within the past 5 years.
3. Include one of the following:
  - A completed **WCJC Bacterial Meningitis Vaccination Record Form** bearing the signature or stamp of a physician or his/her designee.
  - An official immunization record generated from a state or local health authority.
  - An official record received from school officials, including a record from another state.

## EVIDENCE TO DECLINE VACCINATION

A student, or parent or guardian of a student, is not required to submit evidence of receiving a vaccination against bacterial meningitis if the student, or a parent or guardian of a student, submits evidence to decline the vaccination to the institution.

Evidence to decline the vaccination can be either:

1. A Medical Exemption Affidavit or Certificate signed by a physician who is licensed to practice medicine in the U.S. in which it states that in the physician's opinion it would be injurious to the health and well-being of the student to receive the required vaccination.
2. An Exemption from Immunization for Reasons of Conscience Affidavit Form, which is signed by the student and states that the student declines the vaccination for reasons of conscience, including religious beliefs.

For further information, or to ask any questions, please contact the Office of Admissions and Registration.

## **METHODS OF REGULAR ADMISSION**

Persons may qualify for admission to Wharton County Junior College by any of the following means:

HIGH SCHOOL GRADUATE - Any student that has graduated from a state accredited high school. The following admission requirements must be met and submitted to the Office of Admissions and Registration:

- Completed and signed paper application or submitted electronic application.
- Completed official copy of the high school transcript showing the last year's grades and date of graduation.
- Official exemption test scores and documentation that meets the Texas Success Initiative as required by the Texas Higher Education Coordinating Board.

GED GRADUATE – students who have completed the General Educational Development (GED) test. The following admission requirements must be met and submitted to the Office of Admissions and Registration:

- Completed and signed paper application or submitted electronic application.
- GED certificate with official scores and completion date.
- Official exemption test scores and documentation that meets the Texas Success Initiative as required by the Texas Higher Education Coordinating Board.

GRADUATE OF HOME SCHOOL, PRIVATE SCHOOL, OR NON-ACCREDITED HIGH SCHOOL - Any student who has completed a home school program or has graduated from a private or non-accredited high school is eligible to apply for admission. The following admission requirements must be met and submitted to the Office of Admissions and Registration:

- Completed and signed paper application or submitted electronic application.
- Completed and notarized copy of the student's transcript signed by the principal or head of instruction, showing the last semester's grades and date of graduation.
- Official exemption test scores and documentation that meets Texas Success Initiative as required by the Texas Higher Education Coordinating Board.

STUDENTS TRANSFERRING FROM AN ACCREDITED COLLEGE OR UNIVERSITY OR WHO ARE CONCURRENTLY ENROLLED IN AN ACCREDITED COLLEGE - Only credits from accredited colleges or universities are accepted. i.e., Southern Association Colleges and Schools, Commission on Colleges. The following admission requirements must be met and submitted to the Office of Admissions and Registration:

- Completed and signed paper application or submitted electronic application.
- Official and up-to-date transcript from all colleges attended.
- Official exemption test scores and documentation that meets Texas Success Initiative as required by the Texas Higher Education Coordinating Board.

Wharton County Junior College only recognizes and accepts transferable credit from colleges or universities that have been accredited by one of the following six "Regional Accreditation" bodies:

1. Middle States Association of Colleges and Schools
2. New England Association of Schools and Colleges
3. North Central Association of Colleges and Schools
4. Northwest Association of Schools and Colleges
5. Southern Association of Colleges and Schools
6. Western Association of Schools and Colleges

Students on scholastic probation at another institution and eligible to return to that college may be admitted to Wharton County Junior College with the status of scholastic probation provided they meet the other entrance requirements. In cases of doubt about the academic status of a transfer student from another institution, WCJC standards on probation and/or suspension are applied to the case.

## STUDENTS ENROLLING IN A CERTIFICATE PROGRAM

Any person seeking a technical certificate is eligible to attend Wharton County Junior College. These students are exempt from TSI testing requirements as long as the student enrolls in the courses within the certificate program(s) as outlined in this catalog. The following admission requirements must be met and submitted to the Office of Admissions and Registration:

- Completed and signed paper application or submitted electronic application.

- Completed official copy of the high school transcript showing the last year's grades and date of graduation or GED certificate with official scores and completion date.
- Official, up-to-date transcripts from all colleges attended.

#### EARLY ADMISSION FOR HIGH SCHOOL STUDENTS

High School (including home schooled, private, or non-accredited high school) students may enroll in a Dual Credit program or as an Early Admission Student.

Students are cautioned to guard against enrolling for college courses that are related to their areas of University of Interscholastic League (UIL) competition and which might thereby endanger their eligibility for participation in UIL.

As a means of recognizing superior high school achievement, qualified high school students are permitted to enroll in the summer session or concurrently with high school enrollment and earn college credits applicable to the associate degrees. The following admission requirements must be met:

- Completed and signed paper application or submitted electronic application.
- Completed Certificate for Early Admissions form which includes the recommendation by the high school principal and consent of parent if the student is under 18 years old – REQUIRED EVERY YEAR until student graduates high school.
- Official exemption test scores and documentation that meets the Texas Success Initiative (TSI) as required by the Texas Higher Education Coordinating Board.

#### GENERAL ADMISSION PROCEDURES

Persons desiring admission to Wharton County Junior College, by any method of admission, should file the following with the Office of Admissions and Registration:

1. Application for Admission; forms available at [www.wcjc.edu](http://www.wcjc.edu) (under Admissions & Registration) or students may submit their applications online at [Applytexas.org](http://Applytexas.org).
2. If enrolling by transfer, an official transcript from each college attended is required.
3. COMPASS test scores (or state-approved alternative test scores) or proof of TSI exemption. (These test scores are not used

as a condition of admission, but rather, for advisement and placement purposes.)

#### RESIDENCY INFORMATION AND REQUIREMENTS

Students are classified as Texas residents or non-Texas residents for the purpose of assessing matriculation and tuition fees. Texas residents must be further classified as either in-district or out-of-district residents. For purposes of determining residency, WCJC complies with all applicable state and federal regulations, as well as with the Texas Higher Education Coordinating Board recommendation.

**TEXAS RESIDENT:** An adult Texas resident is defined as one who has resided continuously within the state of Texas for at least 12 months prior to the census date of the academic semester in which the student is enrolling. A minor Texas resident is defined as one whose parent(s) or legal guardian has claimed the dependent for federal income tax purposes both at the time of enrollment and for the tax year preceding enrollment. This classification is defined by the State Auditor's Office and must be adhered to.

**NON-RESIDENT:** A non-resident student is defined as one who does not qualify as a Texas resident (out-of-state, international students, etc.). A non-resident student classification is presumed to be correct so long as the student is in the state primarily for the purpose of attending school. To be reclassified as a resident, after one or more years of residency, the student must show proof of intent to establish Texas as his/her own residency.

**IN-DISTRICT:** In general, an adult who is a Texas resident has **resided** continuously within, and paid property taxes to, the Wharton County Junior College District (Wharton County and Needville ISD) for at least six months prior to the census date of the academic semester in which the student is enrolling. If the applicant is a minor, then their parent(s) or legal guardian must meet the qualification of In-District.

**OUT-OF-DISTRICT:** A Texas resident who does not qualify as an in-district resident.

#### PROOF OF RESIDENCY

Section 54.051(b) of the Texas Education Code requires documentation of residency for persons enrolling in public institutions of higher education.



Persons classified as residents are required to provide proof that they are entitled to be so classified and to agree to notify the proper institutional official if for any reason the classification becomes inappropriate.

In addition to documenting residency, WCJC is responsible for reviewing enrollment or registration applications for errors, inconsistencies, or misclassification of residence status. Written documentation to resolve any problems noted is required and a copy of such is maintained in the student's file for audit review.

Further, at minimum, each institution must file and maintain a copy of one or more appropriately dated documents that certify that the student classified as a resident has a legal right to such classification as of the official census date of the semester or term for which the student is enrolling. Documents acceptable for this purpose include but are not limited to:

- A. Texas high school transcript.
- B. Employer statement of date of employment.
- C. Permanent Driver's license; at least one year old. Generally, the license expiration date minus date of enrollment should not exceed three years.
- D. Texas voter registration card; at least 180 days old for in-district classification.
- E. Property tax payments.
- F. Canceled checks.

Additional information concerning admission is available by contacting the Office of Admissions and Registration.

## REGISTRATION

Registration information, procedures, and deadlines for college credit and continuing education students are published in the printed class schedules and also available online at [www.wcjc.edu](http://www.wcjc.edu) under Catalogs & Schedules. Each student, by registering, pledges acceptance of the rules and regulations of the college.

Students may register for credit classes online or in person, at times specified in the published schedule.

**Registration should be completed prior to the beginning of classes.**

Students may register for a maximum of 19 credit hours in fall and spring semesters and 14 credit hours in the summer (both sessions combined). Students who wish to register for additional hours must have written permission from the Vice President of Instruction.

Courses may be added and/or dropped only during periods indicated in the college's academic calendar. Classes dropped after the census date and before the official withdrawal date are recorded with the letter "W" on the student's permanent record.

## TEXAS SUCCESS INITIATIVE (TSI)

***\*\*Legislative changes regarding TSI will go into effect Fall 2013. Please visit our website at [www.wcjc.edu](http://www.wcjc.edu) for updates.***

Students attending Texas public institutions of higher education must be in compliance with the Texas Success Initiative (TSI), as of fall 2003 (Texas Education Code §51.3062) in order to enroll in public institutions of higher education. The law requires all entering college students to be assessed for college readiness in reading, mathematics and writing unless the student qualifies for an exemption. Each student who fails to meet the minimum passing standard of the exam offered by the institution must be placed in a developmental education program designed to help the student achieve college readiness.

## TEXAS SUCCESS INITIATIVE EXEMPTIONS

A student may be exempt from meeting Texas Success Initiative standards by meeting one of the following standards.

- SAT combined Math and Critical Reading scores of 1070 with at least 500 on each of the two parts. (Test taken no more than 5 years ago)
- ACT composite score of 23 with at least 19 on the Math and 19 on the English scores. (Test taken no more than 5 years ago)
- TAKS exit-level Math score of 2200 and English/Language Arts score of 2200 and Writing essay score of 3. (Test taken no more than 3 years ago)
- Students serving on active duty as a member of the US armed forces, the Texas National

Guard, or as a member of a reserve component of the US armed forces and have been serving for at least three years preceding enrollment.

- Students who on or after August 1, 1990, were honorably discharged, retired, or released from active duty as a member of the armed forces, the Texas National Guard, or serve as a member of a reserve component of the US armed forces.
- An earned degree, associates or higher, from a Texas public college or university.
- A student who transfers to an institution from a private or independent institution of higher education or an accredited out-of-state institution of higher education and who has satisfactorily completed college-level coursework as determined by the receiving institution.

#### TSI Exam Results

Students who do not pass one or all parts (English, mathematics, reading, and writing) of a TSI exam must enroll in an appropriate developmental education course before the student may enroll in a credit bearing course for the subject in which he or she did not meet state standards.

#### **MINIMUM PASSING STANDARDS FOR TSI EXAMS**

##### COMPASS Exam:

Reading, 81; Algebra, (Not Pre-Algebra), 39; Writing (objective section), 59; Written Essay, 6 (the minimum passing standard for the written essay portion of the COMPASS is a score of 6. However, an essay score of 5 will meet this standard if the objective writing score is 59 or above.)

##### ASSET Exam:

Reading, 41; Algebra (Not Pre-Algebra), 38, Writing (objective section), 40; Written Essay, 6 (the minimum passing standard for the written essay portion of the ASSET is a score of 6. However, an essay score of 5 will meet this standard if the objective writing score is a 59 or above.)

#### **TESTING INFORMATION**

Beginning students who need to satisfy TSI requirements may call the WCJC Testing Center, located in the Office of Student Services, to make an appointment for testing. Testing schedules are also available online at [www.wcjc.edu](http://www.wcjc.edu) under Testing & Exams. Testing should be done at least one month prior to registration.

#### **DEVELOPMENTAL EDUCATION PLAN TO COMPLY WITH TEXAS SUCCESS INITIATIVE**

In accordance with Texas Success Initiative guidelines (TSI), Wharton County Junior College will assess each undergraduate student entering the institution (unless exempted) and determine if the student is "College Ready" in reading, writing, and math. Students who fail one or more sections of the THECB approved assessment instruments (determined by WCJC to be "not college ready" in one or more areas) may satisfy TSI requirements by the completion of an individualized developmental education plan.

More information regarding WCJC's Developmental Education Plan is available in the Counseling Office on each campus.

#### **CREDIT BY EXAMINATION**

Credit for selected courses at Wharton County Junior College may be obtained by special examinations in accordance with the following policies:

- A. Credit by examination may not be acquired in courses in which the student has been enrolled for credit past the 12<sup>th</sup> class day, in an academic discipline in which the student has earned credit in a more advanced course.
- B. No credit by examination is applicable until the student has earned an equivalent number of hours at Wharton County Junior College.
- C. Not more than sixteen semester hours may be earned by examinations in transfer courses nor more than twenty-two semester hours in vocational or technical classes.

#### **COLLEGE BOARD'S ADVANCED PLACEMENT**

Grades of A, B, or C are granted by Wharton County Junior College for the College Board's Advanced Placement Exams in which the student has received a corresponding score of 5 (A), 4 (B), or 3 (C).

Advanced Placement Examination	WCJC Courses and Credit in Semester Hours
Biology	Biology 1406 and 1407 (8 hours)
Chemistry	CHEM 1411 and 1412 (8 hours)
Computer Science	COSC 1436 (4hours)
English	ENGL 1301 (3 hours)
Mathematics	MATH 2312 and 2413 (7 hours)
Physics	PHYS 1401 and 1402 (8 hours)
U.S. History	HIST 1301 and 1302 (6 hours)

### COLLEGE LEVEL SUBJECT EXAMINATION (CLEP)

College Level Subject Examination Program (CLEP) tests are administered on the WCJC campus by special appointment with the Testing Center. A fee of \$77, payable to CLEP, and \$15, payable to WCJC Business Office, is required for each CLEP examination. Total cost per test is \$92. Grades of A (70-79), B (60-69), and C (50-59) are granted with credit in the following courses:

CLEP Subject Test	WCJC Courses & Credit in Semester Hours*
Chemistry	CHEM 1411, 1412 (8 hours)
English Composition	ENGL 1301 (3 hours)
U.S. History I, II	HIST 1301, 1302 (6 hours)
Western Civilization I, II	HIST 2311, 2312 (6 hours)
Pre-Calculus	MATH 2312 (3 hours)
College Algebra	MATH 1314 (3 hours)
Calculus I	MATH 2413 (4 hours)
Introductory Microeconomics	ECON 2302 (3 hours)
Introduction to General Psychology	PSYC 2301 (3 hours)
Life Span/Growth & Development	PSYC 2314 (3 hours)
Introduction to Sociology	SOCI 1301 (3 hours)
Spanish	SPAN 1311, 1312: (8 hrs. if score is 50-59; grade of "C") SPAN 1311, 1312, 2311: (11 hrs. if score is 60-69; grade of "B") SPAN 1311, 1312, 2311, 2312: (14 hrs. if score is 70-80; grade of "A")

\*The maximum number of semester credit hours that may be earned by exam is 16.

### OTHER CREDIT BY EXAM OPTIONS

Grade of "A" in English 1301 (three semester hours) is granted based upon an English Enhanced Score of 31 or more on the ACT or a score of 670 or more on the SAT – Verbal.

### CREDIT FOR MILITARY TRAINING

Wharton County Junior College may grant credit for military training or coursework, if material covered in the military school is comparable to the material taught in the WCJC course. Students who wish to have their military transcript evaluated for possible credit must contact the office of Admissions and Registration to initiate the review process. WCJC department heads or division chairs will determine whether or not credit may be granted and for which course.

### CREDIT FOR INTERNATIONAL COURSEWORK

Wharton County Junior College will grant credit (grade of "A") on International Baccalaureate Higher Level (unless otherwise noted) tests for the following courses:

IB Level Exam	Higher Score Required	WCJC Courses	Credit Hours
Biology	4	BIOL 1406	4
	5	BIOL 1406 and 1407	8
Chemistry	4	CHEM 1411	4
	5	CHEM 1411 and 1412	8
Economics	4	ECON 2301	3
English: Lang A	4	ENGL 1301	3
Fundamentals of Music	5	MUSI 1301	3
German Language	4	GERM 1411 and 1412	8
	5	GERM 1411, 1412, 2311, 2312	14
Math (Standard Level)	4	MATH 2312	3
	5	MATH 2312 and 2413	7
Philosophy	4	PHIL 1301	3
Physics	4	PHYS 1401 and 1402	8
	4	PSYC 2301	3
Spanish Language	4	SPAN 1311 and 1312	8
	5	SPAN 1311, 1312, 2311, 2312	14
Visual Arts	5	ARTS 1311	3

\*For IB the maximum number of credit hours awarded will be 24. An equal number of hours must be earned in "face-to-face" classes at WCJC before credit will be awarded.

## TECH PREP PROGRAM

Tech prep is a way to start a college technical major while attending high school. In this program, students begin a course of study in high school and continue in a community or technical college. The result is a certificate or an Associate of Applied Science degree. Some technical courses may also apply toward a four-year degree.

Tech Prep programs combine the academic courses needed for success in college and the technical courses that begin to prepare students for a career.

Students in Tech Prep programs can earn college credit through: articulated technical courses, Advanced Technical Credit, Dual Credit courses, and College Board Advanced Placement.

Students receive high school credit if they successfully complete the articulated courses and may receive college credit if they enroll in college and meet all requirements of the college.

Wharton County Junior College offers Tech Prep courses in:

- Automotive Technology
- Computer Science – Computer Programming
- Computer Science – Network Administration
- Early Childhood
- Engineering Design
- Health Information Technology
- Human Services
- Office Administration
- Paralegal Studies
- Process Technology
- Welding Technology

For more information regarding Tech Prep course options students should speak with their local high school counselor and/or contact the WCJC Vocational Support Coordinator.

## Financial Information

### TUITION AND FEES

Tuition and fees must be paid at the time of registration each semester. Tuition and fees are charged according to the number of semester credit hours (SCH) a student enrolls in. Minimum tuition for an in-district or out-of-district resident

is \$50, and minimum tuition for an out-of-state or foreign resident is \$200.

### APPLICABLE FEES

Late Registration Fee	\$25
Change-of-Schedule Fee	\$15
Returned Check Fee	\$25
Distance Education Fee	\$44
CLEP Advanced Placement Test Fee	\$77 to CLEP \$15 to WCJC
Fee for Locally Constructed Test (credit by exam)	\$12 per semester hour
Lab Fee	Varies per program

WCJC Tuition and Fees *\*Tuition, fees and dormitory charges are subject to change without notice by action of the Board of Trustees or the state legislature.*

Tuition	Per SCH	3 SCH	6 SCH	9 SCH	12 SCH	15 SCH
In-district	\$32	\$96	\$192	\$288	\$384	\$480
Out-of-district	\$32	\$96	\$192	\$288	\$384	\$480
Out-of-state	\$64	\$192	\$384	\$576	\$768	\$960
Fees						
General Service fee	\$52	\$156	\$312	\$468	\$624	\$780
Technology fee	\$2	\$6	\$12	\$18	\$24	\$30
Out-of-district student fee	\$51	\$153	\$306	\$459	\$612	\$765
Total Tuition and Fees						
In-district	\$86	\$258	\$516	\$774	\$1032	\$1290
Out-of-district	\$137	\$411	\$822	\$1233	\$1644	\$2055
Out-of-state	\$169	\$507	\$1014	\$1521	\$2028	\$2535

### TUITION INSTALLMENT PLAN

Students may pay in full at the time of registration or they may pay on the installment plan:

Fall and Spring Installment Plan Deadlines
<b>Prior to 1<sup>st</sup> day of class:</b> 50% of tuition and fees + non-refundable \$35 fee
<b>Prior to the start of the 6<sup>th</sup> class week:</b> 25% of tuition and fees
<b>Prior to the start of the 11<sup>th</sup> class week:</b> Final balance due (remaining 25%)
Summer Session Installment Plan Deadlines
<b>Prior to 1st day of class:</b> 50% of tuition and fees + non-refundable \$35 fee
<b>Summer I – Second Installment:</b> Final balance due (remaining 50%) June 30th
<b>Summer II – Second Installment:</b> Final balance due (remaining 50%) July 31st

A \$35 fee will be assessed for each late installment payment. Installment plans must be executed prior to the first day of class.

Early registrants may select a four-payment plan in which each payment is 25% of the total in the fall and spring semesters. Early registrants may select a two-payment installment plan for the summer sessions. A \$35 non-refundable fee will still be added to the first payment.

**ROOM AND BOARD FEES**

\*Includes 8.25% sales tax

A dorm resident student must qualify as a full-time student (minimum 12 semester hours) to live in a residence hall [Reg. 513].

Brooking Dorm for Women	\$600	per semester
Mullins Hall for Women	\$700	per semester
Frankie Hall for Men	\$700	per semester
Board in College Cafeteria (meal plan)*	\$1250	per semester
<i>*All dormitory students are required to take the cafeteria meal plan.</i>		

Room charges and the first board payment are due and payable at the time of registration and must be paid before occupancy is permitted. Students are required to show their receipts for payment to be admitted to dorms.

Dormitory residents are required to make a deposit of \$200 to reserve a room and to cover possible property damages. To cancel the residence hall reservation and contract, the student must submit a request in writing to the Housing Office 15 calendar days prior to the first day of class. Returning residents must make additions to their deposit if damages were withheld to maintain a \$200 balance prior to each semester in which they return as a resident. For non-returning residents, the deposit is refundable at the end of the semester upon written request of the student, if all provisions of the housing contract have been satisfied. A student who vacates the dorm because of withdrawal from WCJC or graduation will have up to 12 months from the end of the semester to request the return of the deposit. If not requested within this time period, the deposit will be forfeited to the college.

Dormitory and room assignments are made according to the date the deposit is received. All efforts are made to accommodate student

requests for dormitory and/or roommate preference.

Three meals a day are served Monday through Friday, two meals on Saturday, and one meal on Sunday. The cafeteria is closed during holidays. The snack bar is open at scheduled times on weekdays. Dormitories and the cafeteria are closed during official college holidays as specified in the college’s academic calendar, and during these holidays students are expected to arrange for other housing and meals.

Dormitory and cafeteria charges are subject to change without notice by action of the Board of Trustees.

Students may request further information by contacting the Office of Student Services. The Housing Application form is available in the back of this catalog and may be mailed.

**REFUNDS**

Regulations of The Texas Higher Education Coordinating Board (THECB) govern refunds. Approximately eight weeks after the start of a semester, a check is mailed to the address left by the student. Students who officially drop a course or withdraw from all classes are granted refunds of tuition and mandatory fees. For additional information, please see “Drops and Withdraws” on the college website at [www.wcjc.edu](http://www.wcjc.edu).

**REFUNDS FOR CONTINUING EDUCATION**

The college’s refund policy for continuing education classes is as follows:

- Students requesting refunds at least three full working days prior to the first class meeting receive a 100% refund of all tuition and fees unless an earlier refund date is published for an individual course, seminar, workshop, conference, or other noncredit offering or program.
- No refund of tuition or fees is issued for requests received fewer than three full working days prior to the first class meeting unless a different refund date is published for an individual noncredit offering.

**REFUNDS FOR ROOM AND BOARD**

When a student is dismissed from the residence hall or vacates the residence hall for any reason during the semester, the board payment and room rent will not be refunded.



## DELINQUENT ACCOUNTS AND RECORDS

Students are required to complete all admissions requirements, to return all college-owned property and to make payment of tuition, fees, and fines owed the college or grades and transcripts will be withheld.

Students with delinquent accounts are not eligible for graduation or participation in graduation ceremonies.

***Requests for student information must be authorized in person or in writing by the student.***

## PARKING

Students who park motor vehicles at any Wharton County Junior College location must register their vehicles and receive a parking permit. The parking permit must be attached to the rearview mirror in accordance with college instructions. Violators of college traffic and parking regulations are subject to fines and/or other appropriate disciplinary action. Illegally parked vehicles are subject to towing at the owner's expense. Parking and traffic regulations are set forth in detail in the *Student Handbook*.

## TEXTBOOKS AND SUPPLIES

Barnes & Noble operates bookstores on the Wharton, Sugar Land, and Richmond campuses for the convenience of students. Used and new books are sold at the beginning of the semester. At the end of the semester those books that are to be continued as textbook selections may be purchased from owners for resale. The bookstores also carry many supplies required for the courses offered.

## FINANCIAL AID

The financial aid program at Wharton County Junior College is designed to provide financial assistance through scholarships, grants, loans, and on-campus employment. Inquiries concerning student aid should be addressed to the Office of Financial Aid.

Applications for financial aid should be completed accurately and received in the Financial Aid Office along with any additional required forms by the priority deadline.

Financial aid eligibility is determined for only one year at a time. All approvals are based on the assumption that Congress will appropriate funds

for the various programs; consequently, approved aid terminates if money is not allocated to Wharton County Junior College.

To be eligible for financial assistance, a student must:

1. Be accepted for enrollment (new students) or, if currently enrolled, be in good standing;
2. Not be in default on any student loan;
3. Not owe a refund on a grant previously received at any institution;
4. Meet WCJC's satisfactory academic progress policy.

## SATISFACTORY ACADEMIC PROGRESS (SAP)

Under current federal law, all students who receive federal or state financial aid must be making satisfactory academic progress as defined by the College in order to receive or continue to receive aid. The following are the requirements at Wharton County Junior College (WCJC).

1. All recipients of financial aid must be enrolled in a program of study leading to an associate's degree, an eligible certificate, or program that is transferable toward a baccalaureate degree.
2. Students receiving financial aid must maintain a 2.0 cumulative grade point average on all college level credit hours (this includes developmental studies credit hours) attempted in order to remain eligible for financial aid.
3. Students receiving financial aid must complete 70% of all credit hours attempted regardless of whether financial aid was received for the credit hours. For example see the table below:

### Enrollment in this many credits MUST complete this many credits

6 credits	5 credits
9 credits	7 credits
12 credits	9 credits
13 credits	10 credits
15 credits	11 credits
18 credits	13 credits

4. A student is only eligible for financial aid for up to 150% of the credit hours required in their program. (Eligibility is lost beyond this limit).
  - o Example: An Associate of Arts Degree with a Business Administration concentration requires 65 credit hours. 65 credit hours x 150% = 97.5

- credit hours, after 97.15 credit hours eligibility for financial aid is lost. Generally, students are notified by the financial aid office once they reach the 90 credit hour level.
5. Satisfactory progress will be measured three times per year, at the end of each semester, fall, spring and summer. The evaluation will be made regardless of the number of credit hours attempted during the semester.
  6. Course work attempted and grades earned in semesters forgiven through the State of Texas "Academic Fresh Start" program will be included in the Satisfactory Progress Calculation.
  7. Grades of A, B, C and D are considered credit hours attempted and successfully completed (earned).
  8. Grades of F, I (incomplete) and W (withdrawals and drops) are counted as credit hours attempted but not successfully completed (unearned).
  9. Course repeats are counted as attempted credit hours and either earned or unearned depending upon the grade assigned as noted above. Last grade is included for GPA purposes.
  10. Only the first two attempts of a course completed with a passing grade can be paid by financial aid. The third attempt cannot be included for payment purposes.
  11. Financial aid is available for only the first 30 semester credit hours of remedial coursework attempted. Remedial coursework is counted in the 70% completion rate.
  12. Students who receive all F's, W's or I's or a combination of these will be placed on financial aid suspension. Students placed on suspension as a result of this action (receiving all F's or W's for an enrollment period) that can document mitigating circumstances for a withdrawal need to report to the financial aid office as soon as possible with information /documentation regarding their circumstances. These circumstances include but are not limited to:
    - Student health issues that resulted in withdrawal from the college
    - Verifiable errors by college that resulted in withdrawal
    - Deployment into active military service
  13. Students not meeting the minimum Satisfactory Academic Progress criteria at the end of their warning period will be suspended from receiving financial aid.
  14. Students placed on "suspension" may continue to enroll at the College but must pay for their coursework from their own funds.
  15. Financial aid eligibility will be reinstated after a student meets the Satisfactory Academic Progress criteria (listed above), both the completion rate (70%) and cumulative grade point average (2.0). Students who regain eligibility by completing required coursework must notify the Financial Aid Office in order to have their progress reevaluated.
  16. A student who has been suspended from financial aid for failure to meet the satisfactory progress requirements outlined in this policy due to mitigating circumstances may appeal the decision by completing an appeal form, explaining their mitigating circumstances, and providing appropriate documentation to support their claim. Appeals without documentation will not be considered.
  17. A student must be able to meet the satisfactory academic process requirements within one semester or an appeal cannot be approved.
  18. When a student's appeal is approved, they are placed on a financial aid probationary status for one semester. Probationary students who do not meet the satisfactory progress requirements will again be suspended.
  19. Students who have had a prior appeal approved (probationary status) must complete a minimum of 12 semester credit hours (100% completion) with a 2.0 GPA without the benefit of financial aid in order to file another appeal.
  20. When the number of credit hours required for completion of a degree plus the number of credit hours attempted (including transfers) exceeds 150% of the hours required for a degree, the student becomes immediately ineligible for further financial aid. (Maximum Time Frame Suspension).
  21. Appeals for attempting beyond the maximum time frame require a copy of the degree plan signed by the advisor and an appeal form explaining why the additional coursework is necessary. The student must be meeting the 70% and 2.0 GPA for

all hours attempted in order for the appeal to be reviewed by the committee.

### **STUDENT RESPONSIBILITY**

Students are responsible for understanding and monitoring their own satisfactory progress status. Although the Financial Aid Office attempts to notify student of their financial aid status, failure to receive notice does not affect the calculated status and is not a reason to appeal.

Wharton County Junior College does not discriminate on the basis of race, color, age, marital status, national origin, religion, sex or disability.

### **EFFECTS ON FUNDING**

Financial Aid will NOT be provided for certain courses. Please be aware of the following stipulations:

- Financial aid does not apply to courses taken by audit, credit hours earned by placement tests, continuing education courses and courses taken outside a student's degree plan
- A grade of "F" will be counted in the GPA
- Withdrawals and repeated courses will be counted toward all hours attempted
- Federal regulations do not allow rounding of financial aid SAP standards. For example, a 69% completion rate would not meet the 70% completion rate standard and a GPA of 1.95 does not meet the 2.0 standard.

### **APPLICATION PROCEDURE**

Each student requesting consideration for financial assistance during the school year (fall semester through summer session II) must complete and file a current Free Application for Federal Student Aid (FAFSA). This application is available from online at [www.fafsa.ed.gov](http://www.fafsa.ed.gov).

Students who have attended other post-secondary institutions must supply the Office of Financial Aid with the academic transcripts from each institution attended.

Information obtained from the Student Aid Report and the Student data Form is used to determine the student's financial need and the types of awards for which the student qualifies. Awards made through WCJC's Office of Student Financial Aid fall into two categories: (1) gift aid, which

includes grants and/or scholarships and (2) self-help funds, which include the College Work-Study Program and long-term educational loans. The amounts offered as a financial-aid award plus the student's resources and those of the parents (if the student is dependent according to the Federal Government's guidelines) cannot exceed the cost of attendance as determined by the Office of Financial Aid.

Federal law requires that actual (not estimated) financial information be included on the Free Application for Federal Student Aid.

After establishing the student's financial need, the Office of Financial Aid constructs a financial-aid package. This package may be a combination of grants, college work-study, and/or loans. After the application has been reviewed and processed, all applicants are notified by mail of their eligibility.

### **AWARD POLICY**

Eligible full-time students may receive award to help cover the cost of tuition, fees, books, and other necessary expenses in the form of a financial-aid package. Awards will be adjusted according to hours of enrollment for students taking less than a full-time course load.

### **PRIORITY DEADLINES**

Applications for financial aid should be completed accurately. They should be received in the Office of Financial Aid along with the additional required forms by the following dates:

Fall semester – June 1<sup>st</sup>  
Spring semester – November 1<sup>st</sup>  
Summer semester – April 1<sup>st</sup>

For priority consideration, the Free Application for Federal Student Aid (FAFSA) should be submitted four to six weeks PRIOR to the above deadline dates. The Office of Financial Aid will continue to process files completed after the deadline; however, it cannot assure that aid will be available at registration. Corrections to an application or verifying unusual conditions delays processing.

### **REFUND POLICY**

Federal regulations require return of funds for all students who receive Federal Title IV aid and subsequently withdraw during a payment period (i.e. a semester). The length of time during which a return of funds is calculated is up to sixty percent

(60%) of the semester. Students not receiving federal funds are subject only to Wharton County Junior College's refund policy. Students who receive all F's are considered to have withdrawn at 50% of the payment period.

The refund is applied to student's financial-aid awards in the following order:

1. Federal Unsubsidized Stafford Loan
2. Federal Stafford Student Loan
3. Federal Plus Loan
4. Federal Pell Grant
5. Federal Supplemental Education Opportunity Grant
6. Other state and local aid

Wharton County Junior College makes all refunds in compliance with current federal regulations.

## GRANTS

Federal Pell Grants authorized by the Higher Education Act of 1972, provide assistance to needy undergraduate students. Unlike a loan, the Pell Grant does not have to be repaid.

The Federal Supplementary Educational Opportunity Grants (FSEOG) program is intended for students of all levels of academic performance. The primary criterion for student eligibility for SEOG is financial need by the student who, without the grant, would be unable to continue his or her education.

The Texas Public Education Grant (TPEG) program is funded through tuition payment and is available for students with exceptional financial need.

The TEXAS Grant (Towards Excellence, Access, and Success) program was established to provide need-based financial aid to Texas students who completed a college-preparatory curriculum in high school. To be eligible for this grant, students must be a Texas resident who graduated from a public or accredited private high school and must enroll within 16 months after graduation from high school. In addition, students must show financial need with an EFC of less than 4,000 to be initially eligible to apply. This is a grant that is continuous for 150 hours to 6 years provided that the student continues to maintain a 2.5 GPA and completes 75% of his/her attempted courses.

The Texas Educational Opportunity Grant (TEOG) program was established to provide grant money to enable well-prepared eligible students to attend

public community colleges, technical colleges or public state colleges in Texas. To be eligible for this grant the student must be a Texas resident that has financial need and is applying for his/her first award. The student's expected family contribution cannot be more than \$2,000. To be eligible for this grant the student cannot have been convicted of a felony and must be enrolled at least half time. This grant is continuous for up to 75 semester hours, for four years, or until the student receives an associate's degree, whichever comes first. To remain eligible the student must maintain a 2.5 GPA and complete 75% of his/her attempted courses.

## CHANGING SCHOOLS

Financial Aid does not automatically transfer when a student transfers to another school. Students should contact the Office of Financial Aid at the new school as soon as you decide to transfer.

## SCHOLARSHIPS

The following scholarships are awarded by Wharton County Junior College. Applications should be directed to the Student Financial Aid Office (979) 532-6345.

The **Rachel Haden Abshier Memorial Scholarship** has been endowed by Mrs. Priscilla Sliva, daughter of Rachel Haden Abshier, her family, and friends. Income from the fund will provide a scholarship to a Wharton High School graduate who will be majoring in nursing at Wharton County Junior College.

The **Sol and Betty Alpard Endowment Scholarship Fund** was established in January 1983, and the proceeds are used to assist students based upon need and ability to profit from a college education.

The **American Association of University Women Scholarship** was established in July 1973. It is awarded to a female student on the basis of need and scholastic ability. Both freshman and sophomore students are eligible for the scholarship.

The **Zula Mae Baker Scholarship** fund has been endowed by the friends of Ms. Baker.

The **Barnes and Noble Endowed Scholarship** was established by the Barnes and Noble Bookstore in 1993, to assist returning sophomore students holding a minimum 3.5 GPA for previous work at WCJC.

**The Don Baylor Memorial Chemistry Scholarship** was established by Mrs. Don Baylor and Mr. Jack Brannon in memory of Mr. Don Baylor, a long-time chemistry teacher at Wharton County Junior College. The amount of the scholarship is up to \$400 per semester. Need and scholastic ability to profit from a college education are the basis upon which the award is made.

The **Virgie and W. H. Blaylock Memorial Scholarship Fund** was established by Virgie C. Krueger Blaylock of Wharton, Texas, as a memorial to her late husband, W. H. Blaylock. The income from this endowment is used to provide scholarships to high-school graduates from Jackson, Matagorda, and Wharton counties.

The **C. Francis Bowie and May Shelmire-Duncan Memorial Scholarship** was endowed by Mr. and Mrs. G. Cameron Duncan, Sr.; their sons, G. Cameron Duncan, Jr. and Francis Bowie Duncan; and their daughters, May S. Duncan and Genevieve L. Duncan to honor their parents and grandparents, Mr. Francis Bowie Duncan and Mrs. May Shelmire-Duncan. Mr. and Mrs. Duncan were pioneer ranchers and cattle breeders in Wharton County near the town of Egypt. The permanent endowment provides annual scholarship assistance to students from the Egypt area selected by the Wharton County Junior College Scholarship Committee.

The **Melissa Chambers Scholarship Fund** was endowed by donations from family and friends. Income from the fund provides one scholarship annually to qualified students.

The **L. E. Colton Scholarship** was established by the late Mr. L. E. Colton, former owner of Wharton Electric and Plumbing Company. Since 1960, this endowment has made scholarships available to residents of the Wharton County Junior College District. Need and ability to profit from a college education are the basis upon which the awards are made.

The **Duncan Wills Corbett Endowed Scholarship** was established in May, 2005 and the proceeds are used to assist students in the nursing program and attending the Wharton Campus.

The **Del Papa Distributing Company College Endowment** was established in 2010 to commemorate the company's 100<sup>th</sup> year of business. Del Papa Distributing, founded in 1910, first opened its doors in Galveston, Texas, and now serves 17 counties along the Texas Gulf Coast. The

purpose of this endowment is to give back to the communities who have helped in the success of the business over its 100 year history.

The **Fine Arts Scholarship Fund** was established through the generous donations of supporters of the arts. The amount of each scholarship is up to \$500 per semester. This award is made on the basis of talent in the fields of drama, forensics, and music.

The **H.O. Galloway Memorial Scholarship** was established by family and friends in memory of Mr. H. O. Galloway, a long-time agriculture instructor at Wharton County Junior College. Proceeds from the endowment are used to fund a scholarship for a deserving agriculture student.

The **T. Gordon Endowment Scholarship** was established in November 1963 by Mr. Toby Gordon, who was interested in providing financial aid to deserving students. Under the terms of the endowment, interest from \$1,000 is used annually for a scholarship. This scholarship is open to either freshman or sophomore students.

The **Harold Hansen Endowment Scholarship** was established in 1982, and the proceeds are used to assist students based upon need and ability to profit from a college education.

The **Chester Harris Endowment Scholarship** was established in 1983, and the proceeds are used to assist students based upon need and ability to profit from a college education.

The **Anna Harrison Endowment Fund** has been endowed by donations from Dental Hygiene alumni in honor of Anna T. Harrison. The recipient must be a Dental Hygiene student and will be selected by the Dental Hygiene faculty according to financial need.

The **W.C. Hastings Family Scholarship** was endowed by Mr. and Mrs. W. C. Hastings and their sons, Robert C. and William L. Hastings. Income from the fund provides three scholarships annually to qualified students in vocational nursing, pre-pharmacy, associate degree nursing, or other health-related fields.

The **Charles Hermansen Memorial Scholarship** was established in January 1985, and the proceeds are used to assist students who are graduates of El Campo High School based upon need and ability to profit from a college education. The scholarship is awarded by El Campo High School.

The **Mary Jo Hlavinka Scholarship** was established in 1991 and is awarded to a music major who has completed the freshman curriculum at Wharton County Junior College. The scholarship is based on talent, attitude, extent of participation in college concerts, and grade-point average.

The **M.G. and Lillie A. Johnson Scholarship Fund** was established in 1988 by the trustees of the M. G. and Lillie A. Johnson Foundation of Wharton. The proceeds of this permanent endowment are used each year to provide scholarship support to students enrolled in medically related programs at the college. Applications are made to the Director of Financial Aid, and scholarship recipients are named by the WCJC Scholarship Committee.

The **Harris and Eliza Kempner Scholarship** was established in 1988, and the proceeds are used to assist students based upon need and ability to profit from a college education.

The **Minnie Koons Endowment Scholarship** was established in 1985, and the proceeds are used to assist students based upon need and ability to profit from a college education.

The **Julius LaDieu Industrial Trades Scholarship** was established in 1988 by Lucy LaDieu and friends, and the proceeds are used to assist students in the industrial trades based upon need and ability to profit from a college education.

The **Donald Paul Losack Endowed Scholarship** and the **Martha V. Losack Endowed Scholarship** was established in 2006, by Donald Losack to honor his mother. The proceeds are used to assist students whose families reside in areas served by Wharton County Junior College.

The **Lucy Macha LaDieu Endowed Scholarship for Women in Business Vocations** was established to assist women who reside in the WCJC taxing district, who desire a career in a business-related discipline, who need additional financial assistance, and who desire to earn the Associate of Applied Science degree.

The **Linnie Leroux Endowment Scholarship Fund** was established in April 1983 with \$5,000 (with interest earned) bequeathed to the college for the purpose of providing scholarships to needy individuals seeking to enter Wharton County Junior College.

The **Wilma Mason Memorial Scholarship** was endowed by Mr. E. O. Mason and friends in

memory of his wife and their esteemed friend, Mrs. Wilma Mason, to provide scholarship assistance to students in a nursing program.

The **William R. McAllister Memorial Scholarship** was established in December 1993 in memory of Dr. William R. McAllister by his many friends, students, and family. Dr. McAllister was a respected scholar in his field of study and admired by all who knew him. The income from this endowment is used to assist students based upon need and scholastic ability.

The **Will Northington Meriwether permanently Endowed Scholarship** was provided by his wife of more than 30 years, Ednamaye Reese Meriwether, upon his death in 1968. He was a lifelong resident and rancher in the Egypt community. He was an ardent supporter of FFA, giving generously to youth activities and was supportive of many educational activities. Over time, he provided numerous private scholarships to WCJC. Proceeds from this scholarship may be awarded by the WCJC Financial Aid Department to Wharton County residents east of the Colorado River and north of U.S. Highway 90. Students awarded this scholarship must make satisfactory academic progress in a degree program.

The **Irving Moore, Jr. Memorial Scholarship** was established in 1998 by the Trustees of the M. G. and Lillie A. Johnson Foundation. Recipients must attend the college's main campus in Wharton.

The Wharton County Junior College **Music Major Scholarship** can be awarded to any student who auditions successfully for the Wharton County Junior College Pioneer Band and enrolls in the college as a full-time music major. The scholarship is awarded to a student that shows exceptional potential musically and academically.

The **Jessie L. Myatt and Minnie Mae Myatt Endowment Fund** is an endowment of \$50,000 which was given to the college in February 1983. The interest earned from the cash contribution is used to provide assistance to deserving students who reside within the Wharton County Junior College District and who have attained a 2.0 or better GPA or is used to purchase instructional program equipment. The specific disposition of the fund is determined by a committee appointed by Minnie Mae Myatt.

The **Frances A. Nelson Scholarship** was established in December 1987, and the proceeds are used to

assist students based upon need and ability to profit from a college education.

The **Ney/Arnold Memorial Scholarship** was established in 2003 by Kenneth and Betsy Arnold Cates in honor of her parents, Samuel E. "Hank" Arnold and Kitty Belle Ney Arnold. It is available to Eagle Lake residents who are Rice High School graduates.

The **George H. Northington, Sr. Scholarship** was established in 1961 in memory of one of Wharton County's pioneer settlers—George H. Northington, Sr., of Egypt, Texas. A gift of \$4,000 was given anonymously by "one who benefited from Mr. Northington's help and encouragement." Income from the gift is used to pay tuition and fees for as many male students as possible that reside in Wharton and Colorado counties.

The **Jerald W. and Anne K. Obenhaus Endowment Scholarship** was established in 1982 in memory of Jerald W. and Anne K. Obenhaus of Bonus, Texas, by family members. This scholarship is available to high-school graduates on the basis of need and scholastic ability to profit from a college education. Recipients must reside in Wharton or Colorado counties. Application should be made to the Obenhaus Scholarship Fund, Box 433, East Bernard, Texas 77435.

The **Ty Pate Memorial Endowed Scholarship** was established in 2011 by his friends and colleagues to honor Ty Pate. Dr. Pate was a former student of WCJC and longtime faculty member and administrator that possessed a great love for education and its students and faculty.

The **J. R. Peace Endowment Scholarship** was established in December 1966. Earnings from the endowment fund are used for a scholarship in the amount of \$50 per semester for a sophomore student in a vocational/technical program.

The **Lawrence J. Petersen Endowed Scholarship** was established in memory of Lawrence J. Petersen who was a third generation cotton farmer in Danevang, Texas, who also served many years on the Board of Trustees of Wharton County Junior College.

The **Phillips-Hartmann Scholarship** was established in 1993 and is used to assist a graduate of Lamar Consolidated ISD based upon need, scholastic standing, and the ability to profit from a college education.

The **Frankie/Pickett Scholarship** was established by donations from former members and friends of Wharton County Junior College's athletic programs under coaches Johnnie Frankie and Tom Pickett. The income from this endowment is used to provide scholarships to members of Wharton County Junior College's athletic programs.

The **Miriam Russ Powell Scholarship** was established by her family in her memory. Mrs. Powell was a dedicated teacher with the Wharton Independent School District and taught continuing education courses at Wharton County Junior College. The amount of the scholarship is \$1000 per year. Recipients are selected by the WCJC Scholarship Committee.

The **Danny Preston Memorial Scholarship** was established by his parents, Mr. and Mrs. V. M. Preston. The award is made to a graduate of Wharton High School on the basis of need and ability to profit from a college education. The recipient is selected by the high-school principal and/or counselor. The amount of the scholarship is \$100 per year.

The **Frank C. Prochaska Memorial Scholarship** has been endowed by the Frank C. Prochaska Family and Friends in memory of Frank C. Prochaska who was an Instructor of Economics at WCJC for 36 years. Because of Mr. Prochaska's dedication to the field of education, this fund will provide one scholarship annually to students who graduate from Wharton or Boling High School who will benefit from the financial assistance while pursuing an education.

The **Betty and Lowell Raun Endowment Scholarship** was established in January 1988, and the proceeds are used to assist students based upon need and ability to profit from a college education.

The **Mary Ann Rider Roades Memorial Scholarship** has been endowed by her husband of 54 years, Edgar Roades. Mary Ann graduated from Boling High School in 1947, and enrolled at Wharton County Junior College. There she met Edgar Roades a graduate of El Campo High School. Mary Ann was an outstanding student and became a member of the newly organized Zeta Xi Chapter of the Phi Theta Kappa fraternity of WCJC in February, 1948. Not only was Mary Ann an outstanding student she was an outstanding person who was always full of love for her God, family and friends. A compassionate and generous person she was always available to provide assistance to anyone



who needed her. Income from this endowment will provide assistance annually to at least one graduate from Boling High School, and at least one graduate from El Campo High School.

The **C. H. "Ham" Rugeley Nursing Fund** was established by donations of \$4,000 in 1982. The interest earned is used to provide assistance for a nursing major (LVN or ADN) showing financial need and scholastic ability. Other conditions apply.

The **J. Daniel Schuhmann Endowment Scholarship** was established in 1988, and the proceeds are used to assist students based upon need and ability to profit from a college education.

The **Betty and Lloyd Shoppa Scholarship** has been endowed by the family and friends of Betty and Lloyd Shoppa. Income from this endowment will provide assistance annually to at least one full-time student from the areas served by Wharton County Junior College.

The **Maner Stafford Endowment Scholarship** was first awarded as a scholarship in the fall of 1969 by Mr. and Mrs. Maner Stafford of Wharton. In 1979, the scholarship was altered to become a permanent endowment, establishing regular income to be used for scholarships. Selection of recipients is made each year by the WCJC Scholarship Committee.

The **Guy F. Stovall, Sr. Memorial Scholarship** awards two scholarships that were established by Mrs. Guy F. Stovall, Sr., and Mr. Guy F. Stovall, Jr. in memory of Mr. Guy F. Stovall, Sr. The amount of each scholarship is \$300 per year. Need and ability to profit from a college education are the bases upon which the awards are made.

The **Florence M. Trull Memorial Scholarship Fund** was endowed by The Trull Foundation of Palacios and by Robert B. Trull, Margaret S. Trull, Jean Trull Herlin, Gladys Trull Brooking, and Laura Trull Shiflett to honor their mother, Florence Margaret Roberson Trull. Mrs. Trull was born in Kingman, Kansas, on August 7, 1888. After graduating from Washburn College in Topeka, Kansas, she married B. W. Trull and moved to Texas. They lived first in Midfield, then in Palacios on the Texas Gulf Coast. The Trulls were active in banking, farming, real estate, and mineral interests. Mr. Trull died in 1957; and Mrs. Trull passed away on December 13, 1984, after a short illness. Always a compassionate and generous person, Mrs. Trull, together with her children, established The Trull

Foundation in 1967 for religious, charitable, and educational purposes.

The **Joe Mike Valenta and Becky Valenta Rolf Endowment Scholarship Fund** was established in January 1977 in memory of Joe Mike Valenta. Income from the endowment is used to provide assistance to at least two students annually from the Boling Independent School District. Recipients are selected by the WCJC Scholarship Committee.

The **W. W. Wendtland Music Scholarship** was established in February 1988, and the proceeds are used to assist music students based upon need and ability to profit from a college education.

The **Clinton Phillip White Memorial Scholarship** has been endowed by his wife of 54 years, Wanda White. Clinton graduated from Boling High School in 1948 excelling in all sports activities and winning a scholarship to play football at Wharton County Junior College. It was at WCJC that Clinton met his future wife. Clinton was a football star and Wanda was a twirler at WCJC. Clinton was a dedicated employee of Texas Gulf Sulfur for 40 years. Clinton taught himself to play the trumpet and won a music scholarship to Sam Houston State University where he was spotlighted in their spirit that was loved by everyone. There were no limits to his interests in our world and his ability to express that compassion to all of those lucky enough to have been around him. Income from this endowment will provide assistance annually to graduates from Boling High School and from Wharton High School.

The **Nancy Stephens Woodson Memorial Endowment Scholarship** was established by the family of Nancy Stephens Woodson in 1998 and is awarded to one or more theatre students each year. Recipients are chosen by a committee from the WCJC Speech and Drama Department.

The **Valedictorian Scholarship** is offered to the highest-ranking graduate of every fully accredited high school in Texas by the Wharton County Junior College Board of Trustees. A tuition exemption for each semester of the freshman year will be offered. The superintendent or principal of the high school must certify the name of the honor graduate to the Texas Education Agency. Application is not necessary.

The **Wharton Business and Professional Women's Club Fund** was established in 1997. The proceeds of this permanent endowment are used to provide a scholarship to students in financial need and with educational potential.

The **Wharton County Junior College Alumni Association Scholarship** was established by the Wharton County Junior College Alumni Association in 1993. It provides annual scholarship assistance in the amount of \$600.00 to students who will benefit from a college education. Selection of scholarship recipient(s) is made by the Wharton County Junior College Alumni Association Scholarship Awards Committee appointed by the Association's Board of Directors. Award of scholarship assistance is made without regard for race, color, creed, sex, or handicap. Applicants must use an Alumni Scholarship Form that may be obtained in the Financial Aid Office or the Alumni Office, both located on the Wharton campus.

The **Wharton County Junior College Alumni Association Memorial and Honorarium Scholarships** were established in 1998 in recognition of people who have helped the college's alumni to achieve their goals. Scholarships are awarded by the Alumni Scholarship Committee. Scholarships are awarded based on grades, financial need, and area of interest. Applicants must use an Alumni Scholarship Form that may be obtained in the Financial Aid Office or the Alumni Office, both located on the Wharton Campus.

The **Wharton County Junior College Board of Trustees Scholarships** are made available to outstanding students in the fields of music, athletics, drama, and art. These scholarships are awarded through competitive examinations and/or auditions. Arrangements should be made through the heads of WCJC's Athletic Director or the Chair of the Communications and Fine Arts Division. All financial aid and other scholarships must be applied to tuition, fees, room and board before Board of Trustees scholarship money is applied.

The **Wharton County Junior College Board of Trustees High Honor Scholarship** was established by the Board of Trustees in December 1973. A High-Honor tuition and fee scholarship is awarded to high-school graduates who rank in the top five percent of their graduating class.

- Tuition and fee scholarships are awarded to full-time freshman students entering Wharton County Junior College who graduated from a public high school within the college service area (approximately 55 mile radius of the college). Weimar and Industrial High Schools are outside this radius but are considered within the Wharton County Junior College

service area. Final decisions regarding fringe area schools are determined by the Financial Aid Committee.

- All financial aid and other scholarships must be applied to tuition, fees, room and board **before** Board of Trustees scholarship money is applied.
- Students must maintain a minimum of 3.0 grade-point average to retain the scholarship for the second semester.

The **Wharton County Junior College Booster Club Scholarships** were established in 1974. The awards are made each year to residents of the Wharton County Junior College District and are based on need and educational potential.

The **W.W. Wendtland Scholarship in Music** has been endowed by Dr. William W. Wendtland and his mother, Mrs. Lillie W. Wendtland to encourage and support the study of music at Wharton County Junior College. Dr. Wendtland was band director for the college from fall 1968 to through Spring 1978 and was an inspiration to all who participated in his music program. The permanent endowment provides annual scholarship assistance to students of music and is awarded by the WCJC Scholarship Committee. Recipients may receive this scholarship for a maximum of four consecutive semesters provided they remain in good academic standing.

#### **OTHER SCHOLARSHIPS**

The following scholarships may be available to qualified applicants. Applicants should contact donors directly for award availability.

- ADN Club Scholarship Fund, Wharton, Texas
- American Legion Auxiliary, Rowland Mays Post 87, Wharton, Texas
- American Legion, Rowland Mays Post 87, Wharton, Texas
- American Rice Growers Cooperative Association, Eagle Lake, Texas
- Angleton Busy Bee Homemakers Extension Club, Angleton, Texas
- Association of Oil Well Servicing Contractors, Dallas, Texas
- Boling Bull Shooters, Boling, Texas
- Catholic Women's Fraternal Order of Texas, The K.J.Z.T., Austin, Texas
- Eagle Lake Knights of Columbus, Eagle Lake, Texas
- Eagle Lake Rotary Club, Eagle Lake, Texas
- El Campo Food Services Association, El Campo, Texas
- El Campo Knights of Columbus, El Campo, Texas
- El Campo Lions Club, El Campo, Texas

El Campo Rotary Club, El Campo, Texas  
 Fiesta Hispanica Americana, Wharton, Texas  
 Fort Bend County Fair Association, Rosenberg, Texas  
 Fort Bend County 4-H Adult Leaders' Association, Rosenberg, Texas  
 Fort Bend County L.U.L.A.C. Council No. 188, Rosenberg, Texas  
 Fraternal Order of Eagles, Bay City, Texas  
 Frank Sorrel, Jr. Scholarship, Wharton, Texas  
 Future Farmers of America Scholarships of Wharton High School  
 Flagg City Chapter, American Businesswomen's Association, Edna, Texas  
 Germania Farm Mutual Aid Association, Louise, Texas  
 Griffin Well Service, El Campo, Texas  
 Houston Livestock Show and Rodeo, Houston, Texas  
 Jackson County Home Demonstration Council, Edna, Texas  
 Lamar Consolidated Paraprofessional Association, Rosenberg, Texas  
 Louise Lions Club, Louise, Texas  
 Louise Speech and Drama Club, Louise, Texas  
 Louise Women's Club, Louise, Texas  
 Mamie E. George Scholarship, Lamar Consolidated I.S.D., Rosenberg, Texas  
 Mexican-American Youth Council, Eagle Lake, Texas  
 Mount Olive Scholarship, Richmond, Texas  
 Nada Knights of Columbus Council 3371, Nada, Texas  
 National Intercollegiate Rodeo Association, Huntsville, Texas  
 Nell Mick Pugh Scholarship of Comfort Wood Chapter, DAR, Wharton, Texas  
 Needville I.S.D. Interscholastic League Scholarship, Needville, Texas  
 Pilot Club of Wharton, Inc. – Suellen Rowe Memorial Scholarship  
 Rice Belt Water Works Association, West Columbia, Texas  
 Rocking W Rodeo Club, Wharton, Texas  
 Rosenberg Business & Professional Women's Club, Rosenberg, Texas  
 South Texas Scholarship Pageant, El Campo, Texas  
 Southwest Texas Conference, The United Methodist Church, San Antonio, Texas  
 Texas Real Estate Research Center Scholarship, Texas A&M University  
 Raymond R. Thomas, M.D. Memorial Scholarship – Victor Scott, Eagle Lake, Texas  
 Thomas Scholarship, John Dulles High School, Stafford, Texas  
 Trull Scholarship Fund, Palacios, Texas

United Brotherhood Scholarship, Tidehaven and Wharton Chapters  
 Wade Waters Scholarship, El Campo, TX  
 A. J. Wendel Scholarship, El Campo, TX  
 Wharton Business & Professional Women's Club, Inc., Wharton, Texas  
 Wharton County Board of Realtors, Wharton, Texas  
 Wharton County Youth Fair, Wharton, Texas  
 Wharton High School, Industrial Arts Club, Wharton, Texas  
 Wharton Lions Club, Wharton, Texas  
 Wharton Rotary Club, Wharton, Texas  
 Wharton Chapters of Beta Sigma Phi, Wharton, Texas  
 David and Eula Wintermann Foundation, First City National Bank of Houston  
 Women's Auxiliary to the Texas Medical Association, Wharton, Jackson, Matagorda and Fort Bend Counties  
 Women's Service League of Wharton, Texas  
 Xi Mu Chi Chapter of Beta Sigma Phi, El Campo, Texas  
 Young Homemakers of Texas, El Campo, Texas

### **STUDENT LOANS (LONG TERM)**

**FEDERAL STAFFORD STUDENT LOAN:** These loans are obtained through the federal government. In order for a student to apply for a loan, they must first fill out the Free Application for Federal Student Aid (FAFSA) and will be notified of eligibility in their award letter. Dependent undergraduate students may borrow up to \$5,500 for freshman students and \$6,500 for sophomore students per year. Interest is charged at the current rate as stated in federal regulations. Repayment begins six months after the student ceases to be enrolled at least half-time.

### **STUDENT EMPLOYMENT**

**COLLEGE WORK-STUDY PROGRAM (CWSP):** Students who can demonstrate financial need may be provided with a job to help pay for college expenses under the federally supported College Work-Study Program. Part-time employment on campus includes such jobs as secretary/clerk, maintenance worker, library clerk, laboratory assistant, cafeteria worker, IT worker and bookstore clerk. Application for financial aid should be filed through the FAFSA online by June 1<sup>st</sup> for the fall semester and by November 1<sup>st</sup> for the spring semester.

## **VOCATIONAL REHABILITATION**

The Department of Assistive and Rehabilitative Services (DARS) is a state agency that provides handicapped individuals with services designed to assist them in becoming as independent as possible by entering or returning to gainful employment. To be eligible for DARS services, the individual (a) must have a physical or mental disability that constitutes or results in a substantial handicap to employment and (b) may be reasonably expected to benefit, in terms of employment, from vocational rehabilitation services.

Thousands of handicapped college students receive services from the Commission each year. All DARS clients are entitled to diagnostic evaluation, counseling and guidance, career planning, job-development placement, and follow-up. In those cases where economic need can be demonstrated, the following services may be provided to handicapped college students: tuition and required fees, textbooks, physical restoration, and assistive devices. Severely handicapped students may also be eligible for room and board, mobility assistance, note-takers, tutors, and attendant care.

The Rehabilitation Counselor and the student identify intermediate and long-range goals. They determine actions needed to achieve those goals, and they work together to reach them. The ultimate goals are to assist each student in completing his or her college education, in getting a good job after graduation, and in achieving the highest degree of independence possible.

## **WORKFORCE INVESTMENT ACT**

Wharton County Junior College is an approved vendor of the Gulf Coast Workforce Development Board and Houston-Galveston Area Council to provide vocational training for eligible participants in workforce programs under the federally funded Workforce Investment Act. Participants qualifying for programs funded under the Workforce Investment Act receive free tuition, fees, books, and possibly uniforms, tools, and financial assistance with transportation and childcare. Applicants may apply for services under the Workforce investment Act through their local Work Source office. For more information, contact the Work Source office at 979-531-0730.

## **CAREER AND TECHNICAL EDUCATION SUPPORT SERVICES**

Career and technical students attending Wharton County Junior College may qualify for a broad range of support services including career guidance and academic counseling, peer tutoring, childcare/transportation, registration assistance, and information/referral to other federal, state, and community service programs. Services are provided through the federally funded Carl D. Perkins Career and Technical Education Act of 2006. Perkins funding supports special populations enrolled in career and technical education. Special populations include individuals with disabilities, single parents, displaced homemakers, economically disadvantaged, individuals preparing for non-traditional fields, and individuals with limited English proficiency.

For information contact the Vocational Support Coordinator at Wharton County Junior College.

## **VETERAN'S BENEFITS**

Wharton County Junior College is approved by the Texas Veterans Commission for VA educational benefits for veterans and children and spouses of veterans (Chapters 30, 32, 35, and 1606-1607, Title 38, U.S. Code).

Students who are veterans may receive assistance from the Office of Financial Aid in applying for benefits. To expedite payment of benefits, veterans should contact the Office of Financial Aid at least 30 days prior to the first class day of each term to complete all necessary paperwork for that period of study.

**SELECTION OF COURSES:** Veterans receive monthly payments for their entitlement based on the course work for which they enroll. Caution should be given to the selection of courses, making certain that each course undertaken meets the requirements for payment. The following are requirements for courses to be eligible for payment:

1. Each course must be a requirement for graduation in a degree program.
2. No course may be taken for audit.
3. No course may be a repeat of a course for which credit has already been received.
4. Each course must be completed and assigned a grade that is used to compute GPA and progress toward a degree.

Withdrawals, without mitigating circumstances, resulting in no credit awarded or no punitive grade being assigned, results in benefits being terminated from the beginning date of the semester. This creates an over-award scenario and possible repayment to the Veterans Administration may be required.

**ACADEMIC REQUIREMENTS:** to remain in good standing (not on probation), a student must earn a 2.0 GPA each semester. To insure satisfactory progress, transcripts of veterans are monitored at the end of each semester. Should a veteran complete two semesters with a GPA below 2.0, he or she is issued a warning notice. The notice states that the veteran is not maintaining satisfactory progress and may find it impossible to earn the required 2.0 GPA for graduation. Students who receive this notice are encouraged to re-examine their educational objectives, course load, etc. to improve their academic record. If a veteran should fail to earn a 2.0 GPA in any following semester, certification is terminated until the veteran raises his or her cumulative GPA to 2.0 or the Veterans Administration Regional Office authorizes recertification.

#### **THE TEXAS HAZELWOOD ACT FOR VETERANS**

Veterans of World War I, World War II, Korean War, Vietnam, and the Cold War who have no remaining federal educational benefits are eligible for Hazelwood Act Benefits if they were residents of Texas at the time they entered the armed forces, are now residents, and have an honorable discharge from the service.

To qualify for benefits under the Hazelwood Act, the veteran must file a request with the Office of Financial Aid at WCJC. Items to be filed are a certified or photo static copy of discharge papers and an affidavit from the Veterans Administration certifying that the veteran is no longer eligible for VA benefits. Students eligible for this benefit should contact the Director of Financial Aid prior to enrolling in classes.

#### **AMERICANS WITH DISABILITIES ACT**

Students with disabilities may be entitled to financial assistance from the Texas Commission for the Blind, Texas Commission for the Deaf, or the Department of Assistive and Rehabilitative Services. Other state and local resources may be available to qualified students. For more information contact the ADA coordinator for

Wharton County Junior College, located in the Office of Student Services.

#### **TUITION REBATES FOR CERTAIN UNDERGRADUATE STUDENTS**

A tuition rebate program was created by Senate Bill 1907, 75<sup>th</sup> Texas Legislature, and is authorized by Section 54.0065 of the Texas Education Code.

The purpose of this program is to provide tuition rebates that will provide a financial incentive for students to prepare for university studies while completing their high school work, avail themselves of academic counseling, make early career decisions, and complete their baccalaureate studies with as few extraneous courses as possible. Minimizing the number of courses taken by students, results in financial savings to students, parents, and the state.

To be eligible for rebates under this program, students must meet all of the following conditions:

1. They must have enrolled for the first time in an institution of higher education in the fall 1997 semester or later;
2. They must have received a baccalaureate degree from a Texas public university;
3. They must have been a resident of Texas and entitled to pay resident tuition at all times while pursuing the degree, and
4. They must have attempted no more than three hours in excess of the degree in the catalog under which they were graduated.

#### **HOPE SCHOLARSHIP INCOME TAX CREDIT AND LIFETIME LEARNING TAX CREDIT**

BEGINNING January 1, 1998, taxpayers (students or their parents) may be eligible to claim a nonrefundable Hope Scholarship Tax Credit against their federal income taxes. The Hope Scholarship Credit may be claimed for the qualified tuition and certain related expenses (not housing/dining) of EACH student in the taxpayer's family (i.e. the taxpayer, their spouse, or an eligible dependent) who is enrolled at least halftime in a program leading to a degree, certificate, or other organized educational credential. The credit that may be claimed varies, depending on the family and student financial situation, but may be as much as \$1,500 for a freshman or sophomore.

Another tax credit known as the Lifetime Learning credit applies to junior, senior and/or graduate students enrolled at least halftime in an institution

of higher education. Congress has established that the Lifetime Learning Tax Credit begins for payments made after July 1, 1998.

## Student Services and Activities

### STUDENT ACTIVITIES AND MULTICULTURAL AFFAIRS

Extra-curricular activities provide students with opportunities for the development and expression of special interests and abilities, for acquiring social graces, for practicing the mechanics of group action, for developing leadership, and for recreation. Multicultural affairs allow the student body to experience different cultures that co-exist in the world around them.

All student organizations and activities conform to the educational objectives and administrative regulations of the college. These organizations are approved by the Vice President of Student Services, and are sponsored by a faculty member. Participation in certain student activities requires enrollment in a credit course and, in some cases, auditions or approval of the instructor. Included in these categories are the WCJC Pioneer Band, Choir, Chamber Singers, and intercollegiate athletics.

### STUDENT GOVERNMENT ASSOCIATION

The Student Government Association is composed of all members of the student body. The purpose of SGA is to promote understanding and cooperation among students, faculty and administration and to provide a means whereby student members may gain experience and training in responsible political participation and community leadership. Wharton County Junior College provides a Student Government Association on the Wharton campus, the Sugar Land campus and the Richmond campus.

### HONOR SOCIETIES

PHI THETA KAPPA is an international honor society whose purposes are the promotion of scholarship, the development of leadership and service, and the cultivation of fellowship among students of community and junior colleges in the United States. The local chapter is Zeta Xi and consists of students, alumni, and honorary members. Activities include observance of National Phi Theta Kappa Week in November, campus-wide events connected with the Honors Program Theme for

each year, and service projects for Wharton County Junior College and the community.

NATIONAL TECHNICAL HONOR SOCIETY is a national honor society whose purpose is to recognize outstanding student achievement in career and technical education, encourage higher scholastic achievement, cultivate a desire for personal excellence, and emphasize areas of development within students such as skill, honesty, service, responsibility, scholarship, and leadership qualities. The honor society is active in campus and community events throughout the academic year.

### INTERCOLLEGIATE SPORTS

Wharton County Junior College offers intercollegiate competition in men's baseball, men's and women's rodeo, and women's volleyball. Students interested in participating in these sports should contact the athletic director or the coach of the specific sport. Scholarships are available.

### STUDENT ORGANIZATIONS

Student organizations at Wharton County Junior College vary from year to year in accordance with changes in student interests. Current organizations are described below.

THE ART GUILD is an organization open to any Wharton County Junior College student interested in art. The purpose of the club is to promote art appreciation through art exhibits, art contests, and field trips to art galleries.

THE BUSINESS/ACCOUNTING CLUB - The purpose of the club is to bring together business and accounting oriented students of WCJC for social and professional gatherings that will provide opportunities for education, networking, and otherwise enhancing their opportunities in business.

THE CHAMBER SINGERS is a select ensemble of vocal members. The group specializes in the more difficult choral literature of all periods, as well as contemporary music including folk, jazz, and pop. Students who have had previous vocal experience are invited to audition. The WCJC Choir makes an outstanding contribution to the cultural life of the area through performances before conventions, school assemblies, and service organizations. Officers are elected annually to arrange many of the choir's activities. Each year the choir presents a performance of a major choral work and tours area high schools, other community and junior colleges,

and public gatherings throughout southeast Texas. Membership is open to all students through audition with the director.

THE COMPUTER SCIENCE CLUB is an organization developed to enhance student's knowledge of information technology related to computers and occupations utilizing them.

THE DENTAL HYGIENE CLUB is an organization to cultivate, promote and sustain the art and science of dental hygiene, to represent and safeguard the common interest of the members of the dental hygiene profession and to contribute toward the improvement of the health of the public.

THE GREEN ROOM PLAYERS is an organization to promote opportunities for those interested in learning the art and crafts related to theater arts.

THE HUMAN SERVICES CLUB is an organization promoting the general welfare of students majoring in Human Services, to provide additional career supportive opportunities, to better school and community relations, and to stimulate student participation.

THE JAZZ BAND is designed to acquaint students with present day materials and techniques for the modern dance orchestra, with special emphasis on jazz. The group provides music for assembly programs and various community affairs.

THE LAW CLUB - The purpose of the WCJC Law Club is to provide an outlet for students interested in pursuing a career in law related fields. The organization brings in monthly speakers on recent topics and career opportunities in any law related fields. Not only is the club beneficial to students in an academic setting, but the WCJC Law Club also provides opportunities for students with similar interests to befriend one another and jointly aid one another in class work and job placement, as well as participate in social events.

THE PIONEER BAND engages in the study of musical literature from the Renaissance to the present day through the performance of transcriptions and original band works. The band performs at various times throughout the semester. Participating in band is a great way to meet other students from around south Texas.

THE PIONEERS IN PROCESS TECHNOLOGY CLUB organizes to promote enthusiasm for process technology, increase awareness and motivate fellow students.

THE PIONEER AGGIE-RODEO CLUB is affiliated with the National Intercollegiate Rodeo Association and is designed for students who are interested in the sport of rodeo and other agriculture-related activities. The club seeks to promote appreciation and reservation of our Western heritage and to promote intercollegiate rodeo as a standard, organized, collegiate sport. In addition to sponsoring trail rides, barbecues, and other activities, the club sponsors an NIRA-sanctioned rodeo featuring teams from many colleges and universities of the Southwest.

THE PHYSICAL THERAPIST ASSISTANTS CLUB promotes and supports the PTA program at WCJC in its effort to uphold professional accreditation standards and provide the community with caring and qualified graduates.

THE POLITICAL SCIENCE CLUB is organized to promote interest in government and politics, to be non-partisan and encourage civic duties and responsibilities as citizens in our democracy.

PSYCH CLUB is an organization open to psychology students to promote education and community involvement.

THE RADIOLOGY CLUB promotes membership attendance to the annual radiology meeting and other related activities.

THE SURGICAL TECHNOLOGY CLUB promotes professional activities and stimulates interest in community health for Surgical Technology students.

## Student Services

### ACADEMIC ADVISING AND COUNSELING

Professional counselors and academic advisors are on duty to assist students who are exploring career choices, choosing a major, and/or selecting a four-year college for transfer. If possible, these decisions should precede registration. Students "not college ready" in Reading must meet with a counselor or an academic advisor prior to enrolling in any course work; they will be blocked from registration until such advisement. This academic advising will ensure students are placed in courses appropriate to their demonstrated academic skill level.

The counseling staff is available to provide personal counseling for a variety of student problems on a short-term basis. These may include test anxiety,



learning skill problems, alcohol and drug issues, and stress disorders. When major problems are detected, students may be referred to psychologists, psychiatrists, physicians, or other appropriate resources.

### **LEARNING ASSISTANCE CENTERS**

Wharton County Junior College offers free tutoring for all current students through the Learning Assistance Center (LAC). There are tutoring labs on the Wharton, Sugar Land, and Richmond campuses. Professional tutors, who have been certified by the College Reading and Learning Association (CLRA), staff the labs. These certified tutors are trained to assist students in the areas of Reading, Writing, and Math. For more information visit one of the LAC labs on campus during operating hours or contact the Office of Student Services.

### **STUDENTS WITH DISABILITIES**

Students with documented disabilities seeking accommodations from Wharton County Junior College should contact the ADA Coordinator in the Office of Student Services. The student should provide current medical and/or psychological documentation verifying their disability at least thirty days prior to the beginning of the semester. Further information may be obtained from the Office of Student Services.

### **VOCATIONAL INTEREST TESTING**

Career interest assessments are available in the Career Center to students who wish to utilize them in their explorations of their vocational interests, special aptitudes, and career decisions.

### **TEST OF GENERAL EDUCATION DEVELOPMENT (GED)**

GED tests are available at the WCJC Testing Center at the Wharton campus and the Richmond campus. To be eligible, a person must be a Texas resident and at least 18 years of age (17 with parental consent) plus a withdrawal from the last high school attended, or 16 with a court order. All examinees must have current government issued photo I.D.

Potential GED examinees must be pre-assessed before sitting for the GED exam. Information regarding the GED exam process is available through the Office of Testing and on the college website.

### **STUDENT HEALTH**

Although the college does not provide medicine or medical, hospital, or surgical services, WCJC students and employees have access to excellent health services. The main campus is located less than five miles from the Gulf Coast Medical Center and South Texas Medical Clinics, P.A. The medical center provides community education programs and screening, a speaker's bureau, an intensive care/critical care unit, and complete comprehensive medical/surgical care.

Wharton County Junior College encourages students to undergo a medical examination prior to their initial enrollment. The college does not assume responsibility for health care or injuries incurred by students when taking part in intramural sports, physical activity courses, or class and student activities.

Therefore, students not covered by their parents' insurance are encouraged to carry medical and surgical insurance while enrolled at WCJC. Brochures for independent companies that provide health insurance for students are available in the Office of Student Services and at the Information Desk at the Richmond and Sugar Land campuses.

### **LIBRARIES**

The Wharton County Junior College libraries include the J.M. Hodges Library at the main campus in Wharton, a WCJC-UH joint use Fort Bend County branch library at the Sugar Land Campus, and the combined Open Computer Lab/Online Library at both the Bay City and Richmond campuses. A daily courier service transports books and other materials among the four campus locations in order to provide services to all patrons throughout the WCJC system.

A current WCJC student identification card is used as the library card to check out WCJC library materials. A student without a current WCJC student identification card should inform a library staff member that he/she is enrolled in an off-campus course. After verification of student records, borrowing privileges will be extended. Continuing Education students may also request a library card which will be valid for the duration of the course; a tuition receipt is needed to verify registration.

The resources of the WCJC Libraries include over 50,000 books, 110 periodical subscriptions, and 2,200 audio-visual items. Wharton County Junior

College libraries also subscribe to about 65,000 e-books and over 50 online databases to provide access to millions of multi-disciplinary and full text publications and peer-reviewed journals. A registered student can log in remotely to our subscription databases seven days a week, twenty-four hours a day from the library proxy server through the WCJC Libraries web site at [http://www.wcjc.edu/Library\\_n/default.asp](http://www.wcjc.edu/Library_n/default.asp).

The libraries provide typewriters, photocopiers, microfilm reader/printer services, and computer workstations with internet access. The Wharton campus Open Computer Lab is located in the library on the first floor reference room. The lab is equipped with 24 computer workstations which are compliant with the Americans with Disabilities Act (ADA), one network printer, one color printer and a scanner. One library staff member is available at the lab service desk to assist students during library hours.

### CHECK-OUTS

Library materials may be checked out for 14 days. Materials may not be held during the intersession between semesters. All materials should be returned to the main circulation desks. Materials returned after 4:00 p.m. through the outside book drops will be considered as turned in on the following day and fines, if any, will be charged.

Fines for the late returns are \$.25 per day, per item. Fines are calculated for the days the WCJC libraries are open; fines are not charged for weekends and holidays. Students who have accumulated more than \$20.00 in unpaid fines may not check out materials until the fines are paid. Near the end of semesters and holidays the loan period must be shorter than the usual 14 days. It is always in the borrower's best interest to not the item's due date as it is being checked out. At the end of the semester, students with overdue materials or fines will have a hold placed on their records in the Registrar's Office. Student records must be cleared before grades or transcripts are mailed. Students must pay the replacement cost of lost or damaged materials, in addition to any late fees.

### LIBRARY PHONE NUMBERS

Wharton: 979-532-6509  
 Sugar Land: 281-633-5164  
 (University Branch- WCJC/UH joint use county library)  
 Richmond: 281-239-1619  
 Bay City: 979-844-4552

### LIBRARY HOURS

CAMPUS	SEMESTER	DAYS	TIMES
Wharton, Richmond	Fall and Spring	Monday – Thursday Friday	7:30 am - 9:00 pm 7:30 am - 4:00 pm
Bay City	Fall and Spring	Monday – Thursday Friday	8:00 am - 9:00 pm 8:00 am - 5:00 pm
Wharton, Richmond and Bay City	Summer	Monday – Friday	8:00 am - 5:00 pm
All locations	Fall, Spring, and Summer	Holidays	Library closed.
* Sugar Land: University Branch-WCJC/UH joint-use county library hours- Monday 12-9 p.m., Tuesday and Thursday 10 a.m.-9 p.m., Wednesday 10 a.m.-6 p.m., Friday 12-5 p.m., Saturday 10 a.m.-5 p.m.			

### DORMITORIES

Wharton County Junior College provides dormitory accommodations only at the main campus in Wharton. Dorm rooms are available during the fall and spring semesters, and are closed during the summer. Frankie Hall (men's dorm) and Mullins Hall (women's dorm) are both located on campus. Brooking Hall (women's dorm) is located two blocks from the main campus. To be eligible to live in the dorm, a student must enroll in and maintain a minimum of 12 semester hours at WCJC.

All dorms are traditional-style, two person rooms designed for only students. WCJC does not provide accommodations for married couples or children. All students living in the dorms must be on the campus cafeteria meal plan. The cafeteria provides three meals per day Monday through Friday, two meals on Saturday, and one meal on Sunday. The cafeteria offers one meal plan only; credit is not given for missed meals because of dormitory absence, school events, etc.

Each dormitory provides a live-in dorm supervisor and security is maintained 24 hours a day. Each dorm student is provided a twin (long) bed, chest-of-drawers, closet, desk and chair. Self-service laundry facilities are provided within all dorm buildings; washers and dryers are free of charge, but students must provide their own cleaning supplies. Inactive telephone lines are provided in each dorm room; it is the responsibility of any student who wishes room telephone service to obtain that service through any local telephone company. Each room will also have access to satellite television and wireless internet.

Frankie Hall is a two-floor building on campus that provides housing accommodations for 78 men. Women are not allowed in Frankie Hall except for

the main entrance lobby. The downstairs lobby and an upstairs lounge both provide satellite television service. A non-pay telephone is located in each hallway downstairs and upstairs; only local calls may be made on these phones. Twenty-eight rooms are suite-style, where two rooms share a middle bathroom and shower. Ten rooms, which are designated for students on the WCJC baseball team, have restroom facilities and shower at the community bath located down the hallway.

Mullins Hall is a two-floor building on campus that provides housing accommodations for 53 women. Men are not allowed in Mullins Hall except for the main entrance lobby, which provides satellite television service. A non-pay telephone is located in each hallway downstairs and upstairs; only local calls may be made on these phones. Restroom facilities are located at the end of each floor hallway.

Brooking Hall is a two-floor building located two blocks from campus that provides housing accommodations for 30 women. Men are not allowed in Brooking Hall except for the main entrance lobby. The downstairs lobby and an upstairs lounge both provide satellite television service. Suite style rooms are located only on the second floor where two rooms share a middle bathroom and shower. There are no dorm rooms on the lower level. Each room offers a small walk-on balcony. A public, pay telephone is located in the upstairs hallway.

To reserve a room, students must fill out an application and submit it to the Housing Office, along with a \$200 deposit. Applications are available in the back of this catalog. Students may request a refund of their room deposits and/or prepaid room rent if they decide not to attend WCJC. To cancel the residence hall reservation and contract, the student must submit a request in writing to the Housing Office 15 calendar days prior to the first day of class.

Failure to cancel a reservation as outlined above will result in the forfeiture of the entire room deposit and pre-paid room rent. In the event the student's admission or enrollment is canceled for failure to meet the college's requirements for admission or re-admission, the full deposit and pre-paid room rent will be refunded or transferred to another semester at the direction of the student. Students who reside in the dormitories must also pay the Board plan. Room charges and the first payment for board must be made before entering the dormitory as a resident. Dormitory

and cafeteria charges are subject to change without notice by action of the Board of Trustees.

The residence halls will be closed during official college holidays as specified in the college calendar. During these holidays, students must arrange for other housing and meals.

#### **DAMAGES**

The \$200 room deposit will serve as a combination reservation/damage/room clearance deposit. The deposit is not applied to housing rent. The deposit is not covered by any WCJC institutional scholarship or financial aid. For non-returning residents, the deposit is refundable at the end of the semester upon written request of the student, when all monies owed by students and all provisions of the housing contract have been satisfied. Any assessments left unpaid at the time the student leaves Wharton County Junior College will be deducted from the \$200 deposit.

Students should consult the *Residence Hall Handbook* and the *Student Handbook* regarding dormitory regulations.

# Associate of Arts (AA) Degree Requirements and Transfer Plans

WCJC awards the Associate of Arts (AA) degree in general studies for students planning to pursue four-year degrees. The purpose of the AA degree is to provide programs in university-parallel and pre-professional areas that enable students to enter four-year institutions as juniors. Applicants for the Associate of Arts degree must:

1. Satisfy all conditions for admission.
2. Successfully complete at least 60 semester credit hours (SCH) of college-level courses.
3. Successfully complete 42 (SCH) of core curriculum requirements included as part of the total 60 SCH and should include:
  - 9 SCH in communications: ENGL 1301 and 1302, and SPCH 1315
  - 3 SCH from Mathematics Core 020
  - 8 SCH from Natural Sciences Core 030
  - 3 SCH from Humanities Core 040
  - 3 SCH from Performing/Visual Arts Core 050
  - 6 SCH in History: HIST 1301 and HIST 1302
  - 6 SCH in Government: GOVT 2305 and GOVT 2306
  - 3 SCH from Social/Behavioral Sciences Core 080
  - 1 SCH from Kinesiology Core 090
4. Pass all three sections of the COMPASS test or satisfy the basic skills requirement in any way prescribed by the Texas Higher Education Coordinating Board (THECB).
5. Earn a cumulative overall grade point average (GPA) of at least 2.0.
6. Complete at least twenty-four semester hours at Wharton County Junior College.
7. Complete at least fifteen hours of sophomore-level courses.
8. Meet all financial obligations to the college.
9. Fill out application for graduation by the deadline of:
  - July 15 for August graduation
  - November 1 for December graduation
  - April 1 for May graduation
10. Only academic transfer courses may be used; courses are marked "Type: ACAD" in the Course Description section of the catalog.

To aid students in planning their course of study at WCJC, the college provides SUGGESTED courses of study. Students should identify the institution to which they intend to transfer as early as possible to ascertain the specific freshman and sophomore courses necessary for the degree they wish to pursue. Students should verify course applicability to degree requirements of the senior institution via their advisors, college catalog and the Texas Common Course Numbering System Online Matrix.

**All programs, and courses within programs, are subject to change or deletion without notice by administrative authorities of WCJC. Program additions or deletions require action from the Board of Trustees of Wharton County Junior College.**

## CORE CURRICULUM

The core curriculum is required of every student who is seeking an Associate of Arts or an Associate of Science degree in publicly funded higher education in Texas. In 1997, the Texas Legislature passed Senate Bill 148, which directed the Texas Higher Education Coordinating Board (THECB) to require all publicly funded institutions of higher education to create and put into effect, by fall 1999, a Core Curriculum of no less than 42 semester hours. This core curriculum is fully transferable and will fully substitute for the core curriculum at any other public institution of higher education in Texas.

Wharton County Junior College currently offers the Associate of Arts degree. In adherence to the directive of the THECB and toward offering the best education possible to its students, WCJC requires all students seeking an AA degree to complete the core curriculum. The WCJC core curriculum provides the basic intellectual

competencies and perspectives that help define an educated individual. The exemplary education objectives listed for the various courses in the core establish a foundation for assessing student performance and the effectiveness of the WCJC core curriculum as a whole.

### **BASIC INTELLECTUAL COMPETENCIES IN WCJC CORE CURRICULUM**

The six basic intellectual competencies noted by the THECB\* are deemed essential to the learning process in any discipline. These competencies are integrated into the instruction methods of the courses within the core curriculum at WCJC. Each discipline emphasizes the specific competencies which associate themselves most readily to courses in that area such as reading and writing in composition courses; however, several competencies, especially critical thinking and computer literacy, may be included as specific objectives in many different courses.

READING	Reading at the college level means the ability to analyze and interpret a variety of printed materials such as books, articles, and documents. A core curriculum should offer students the opportunity to master both general methods of analyzing printed materials and specific methods for analyzing the subject matter of individual disciplines.
WRITING	Competency in writing is the ability to produce clear, correct, and coherent prose adapted to purpose, occasion, and audience. Although correct grammar, spelling, and punctuation are each a sine qua non in any composition, they do not automatically ensure that the composition itself makes sense or that the writer has much of anything to say. Students need to be familiar with the writing process, including how to discover a topic, how to develop and organize it, and how to phrase it effectively for their audience. These abilities can be acquired only through practice and reflection.
SPEAKING	Competence in speaking is the ability to communicate orally in clear, coherent, and persuasive language appropriate to purpose, occasion, and audience. Developing this competency includes acquiring poise and developing control of the language through experience in making presentations to small groups, to large groups, and through the media.
LISTENING	Listening at the college level means the ability to analyze and interpret spoken communication.
CRITICAL THINKING	Critical thinking embraces methods for applying both qualitative and quantitative skills analytically and creatively to subject matter in order to evaluate arguments and to construct alternative strategies. Problem solving is one of the applications of critical thinking used to address an identified task.
COMPUTER LITERACY	Computer literacy at the college level means the ability to use computer-based technology in communicating, solving problems, and acquiring information. Core educated students should have an understanding of the limits, problems, and possibilities associated with the use of technology, and should have the tools necessary to evaluate and learn new technologies as they become available.

### **PERSPECTIVES IN WCJC CORE CURRICULUM**

Another requirement by the THECB\* is that the core curriculum contains courses to help students attain various perspectives of an educated individual.

At WCJC, the core curriculum contains courses that do the following:

1. Establish broad and multiple perspectives of the individual in relationship to the larger society and world in which he or she lives and help the student to understand the responsibilities of living in a culturally and ethnically diversified world.

2. Stimulate a capacity to discuss and reflect upon individual, political, economic, and social aspects of life to understand ways to be a responsible member of society.
3. Recognize the importance of maintaining health and wellness.
4. Develop a capacity to use knowledge of how technology and science affect lives.
5. Develop the ability to make aesthetic judgments.
6. Use logical reasoning in problem solving.
7. Integrate knowledge and understanding of the interrelationships of the scholarly disciplines.

\*THECB. "Core Curriculum: Assumptions and Defining Characteristics." April 1998. 2-4.

## **CORE COMPONENTS AND RELATED EXEMPLARY EDUCATIONAL OBJECTIVES**

### **CORE 010 & 011: Communications (9 semester credit hours)**

The Communications component in the core curriculum enables the student to communicate effectively by writing or speaking in a style appropriate to the subject, occasion, and audience.

Exemplary education objectives include:

1. To understand and demonstrate writing and speaking processes through invention, organization, drafting, revision, editing, and presentation;
2. To understand the importance of specifying audience and purpose and to select appropriate communication choices;
3. To understand and appropriately apply modes of expression, i.e. descriptive, expository, narrative, scientific, and self-expressive, in written, visual, and oral communication;
4. To participate effectively in groups with emphasis on listening, critical and reflective thinking, and responding;
5. To understand and apply basic principles of critical thinking, problem solving, and written, visual, and oral communication;
6. To develop the ability to research and write a documented paper and/or to give an oral presentation.

### **CORE 020: MATHEMATICS (3 semester credit hours)**

The Mathematics component of the core curriculum develops a quantitatively literate college graduate. Every college graduate should be able to apply basic mathematical tools in the solution of real-world problems. Exemplary education objectives include:

1. To apply arithmetic, algebraic, geometric, higher-order thinking and statistical methods to modeling and solving real-world situations;
2. To represent and evaluate basic mathematical information verbally, numerically, graphically, and symbolically;
3. To expand mathematical reasoning skills and formal logic to develop convincing mathematical arguments;
4. To use appropriate technology to enhance mathematical thinking and understanding and to solve mathematical problems and judge the reasonableness of the results;
5. To interpret mathematical models such as formulas, graphs, tables, and schematics, and to draw inferences from them;
6. To recognize the limitations of mathematical and statistical models;
7. To develop the view that mathematics is an evolving discipline; interrelated with human culture, and to understand its connections to other disciplines.

### **CORE 030: NATURAL SCIENCES (8 semester credit hours)**

The Natural Sciences component of the core curriculum enables the student to understand, construct, and evaluate relationships in the natural sciences, and to enable the student to understand the basis for building and testing theories. Exemplary education objectives include:

1. To understand and apply method and appropriate technology to the study of natural sciences;
2. To recognize scientific and quantitative methods and the differences between these approaches and other methods of inquiry to communicate findings, analysis, and interpretation both orally and in writing;

3. To identify and recognize the differences among competing scientific theories;
4. To demonstrate knowledge of the major issues and problems facing modern science, including issues that touch upon ethics, values, and public policies;
5. To demonstrate knowledge of interdependence of science and technology and their influences on, and contributions to, modern culture.

**CORE 040 & 050: HUMANITIES AND PERFORMING/VISUAL ARTS (6 semester credit hours)**

The Humanities and Performing/Visual Arts component in the core curriculum expands students' knowledge of the human condition and human cultures, especially in relation to behaviors, ideas and values expressed in works of human imagination and thought. Through study in disciplines such as literature, philosophy, and the visual and performing arts, students will engage in critical analysis, form aesthetic judgments, and develop an appreciation of the arts and humanities as fundamental to the health and survival of any society. Students should have experiences in both the arts and humanities. Exemplary educational objectives include:

1. To demonstrate awareness of the scope and variety of works in the arts and humanities;
2. To understand those works as expressions of individual and human values within historical and social contexts;
3. To respond critically to works in the arts and humanities;
4. To engage in the creative process or interpretive performance and comprehend the physical and intellectual demands required of the author or visual or performing artist;
5. To articulate an informed personal reaction to works in the arts and humanities;
6. To develop an appreciation for the aesthetic principles that guide or govern the humanities and arts;
7. To demonstrate knowledge of the influence of literature, philosophy, and/or the arts on intercultural experiences.

**CORE 060, 070 & 080: SOCIAL AND BEHAVIORAL SCIENCES (15 semester credit hours)**

The Social and Behavioral Sciences component of the core curriculum increases student's knowledge of how social and behavioral scientists discover, describe, and explain the behaviors and interactions among individuals, groups, institutions, events, and ideas. Such knowledge will better equip students to understand themselves and the roles they play in addressing issues facing humanity. Exemplary educational objectives include:

1. To employ the appropriate methods, technologies, and data that social and behavioral scientists use to investigate the human condition;
2. To examine social institutions and processes across a range of historical periods, social structures, and cultures;
3. To use and critique alternative explanatory systems or theories;
4. To develop and communicate alternative explanations or solutions for contemporary social issues;
5. To analyze the effects of historical, social, political, economic, cultural, and global forces on the area under study;
6. To comprehend the origins and evolution of U.S. and Texas political systems, with a focus on the growth of political institutions, the constitutions of the U.S. and Texas, federalism, civil liberties, and civil and human rights;
7. To understand the evolution and current role of the U.S. in the world;
8. To differentiate and analyze historical evidence (documentary and statistical) and differing points of view;
9. To recognize and apply reasonable criteria for the acceptability of historical evidence and social research;
10. To analyze, critically assess, and develop creative solutions to public policy problems;
11. To recognize and assume one's responsibility as a citizen in a democratic society by learning to think for oneself, by engaging in public discourse, and by obtaining information about politics and public policy through the news media and other appropriate information sources;
12. To identify and understand differences and commonalities within diverse cultures.

\*THECB. "Core Curriculum: Assumptions and Defining Characteristics." April 1998. 5-8.



CORE 090: ADDITIONAL INSTITUTIONAL COMPONENT (1 semester credit hour)

The additional institutional component of the WCJC core curriculum offers opportunities for recreational and leisure-time activities for students of varied age, background, and ability, as noted in the Mission Statement of the college. Exemplary educational objectives include:

1. To engage in activities that provide for cardiovascular improvements.

**ASSOCIATE OF ARTS CORE CURRICULUM LIST**

Core Component	Code	Courses	Required Hours
Communications: ENGL	010	ENGL 1301 & ENGL 1302	6
Communications: SPCH	011	SPCH 1315	3
Mathematics	020	MATH 1314, MATH 1316, MATH 1324, MATH 1325, MATH 1342, MATH 1348, MATH 1350, MATH 1351, MATH 2305, MATH 2312, MATH 2318, MATH 2320, MATH 2413, MATH 2414, MATH 2415	3
Natural Science (Lab component required)	030	BIOL 1406, BIOL 1407, BIOL 2401, BIOL 2402, BIOL 2420, BIOL 2306 & BIOL 2106; CHEM 1405, CHEM 1407, CHEM 1411, CHEM 1412, CHEM 2423, CHEM 2425; PHYS 1401, PHYS 1402, PHYS 2425, PHYS 2426; GEOL 1303 & GEOL 1103, GEOL 1304 & GEOL 1104	8
Humanities	040	ENGL 2322, ENGL 2323, ENGL 2327, ENGL 2328, ENGL 2332, ENGL 2333, ENGL 2341; SPAN 2311, SPAN 2312; PHIL 1301; HUMA 1301	3
Performing/Visual Arts	050	ARTS 1303, ARTS 1304, ARTS 1311, ARTS 1313; DRAMA 1310; DRAM 2366; MUSI 1306, MUSI 1308, MUSI 1309, MUSI 1310	3
Social and Behavioral Science: HIST	060	HIST 1301 & HIST 1302	6
Social and Behavioral Science: GOVT	070	GOVT 2305 & GOVT 2306	6
Social and Behavioral Science: Select 3 additional hours	080	ANTH 2351; CRIJ 1307; ECON 2301, ECON 2302; GEOG 1303; HIST 2301, HIST 2311, HIST 2312; PSYC 2301, PSYC 2306, PSYC 2314, PSYC 2315; SOCI 1301, SOCI 1306, SOCI 2306, SOCI 2319	3
Kinesiology	090	PHED 1103, PHED 1105, PHED 1107, PHED 1110, PHED 1117, PHED 1122, PHED 1124, PHED 1127	1
		TOTAL	42 HOURS

**Associate of Arts (AA) Courses of Study**

Courses of Study are recommended lists of courses for students who plan to major in a specific degree plan at a university. Students who complete one of these Courses of Study will be eligible to apply for the Associate of Arts Degree at Wharton County Junior College. Courses that must be taken in order to satisfy AA degree requirements are listed with the corresponding WCJC Core Curriculum Component as listed above. Courses that are listed as “RECOMMENDED” are electives that will contribute to AA degree requirements. Different electives may be chosen, but must be selected from academic rather than technical courses, as indicated in the course descriptions.

*Students who intend to transfer to a four-year university are encouraged to seek degree advising from their transfer institution.*

**WCJC’s AA degree requires 60 hours; students should be aware they might not be able to transfer more than 60-66 hours.**

<b>AGRICULTURE</b>			
Course	Course Title	Core Component	Semester Hours
<b>Freshman/Semester I</b>			
ENGL 1301	Composition I	Core 010	3
HIST 1301	US History I	Core 060	3
MATH 1314	College Algebra	Core 020	3
PHED Activity	Any PHED activity course	Core 090	1
AGRI	Any AGRI course	Recommended	3
AGRI	Any AGRI course	Recommended	3
			16 semester hours
<b>Freshman/Semester II</b>			
ENGL 1302	Composition II	Core 010	3
HIST 1302	US History II	Core 060	3
COSC 1301	Introduction to Computing	Recommended	3
PHED Activity	Any PHED activity course	Core 090	1
AGRI	Any AGRI course	Recommended	3
AGRI	Any AGRI course	Recommended	3
			16 semester hours
<b>Sophomore/Semester I</b>			
Humanities	Any course listed under Core 040	Core 040	3
GOVT 2305	Federal Government (Federal Constitution and Topics)	Core 070	3
SPCH 1315	Public Speaking	Core 011	3
Science	Any course listed under Core 030	Core 030	4
AGRI	Any sophomore level AGRI course	Recommended	3
			16 semester hours
<b>Sophomore/Semester II</b>			
GOVT 2306	Texas Government (Texas Constitution and Topics)	070	3
Science	Any course listed under Core 030	Core 030	4
Social/Behavioral Science	Any sophomore level Social/Behavioral Science course	Core 080	3
Performing/Visual Arts	Any course listed under Core 050	Core 050	3
AGRI	Any sophomore level AGRI course	Recommended	3
			16 semester hours

<b>ART</b>			
Course	Course Title	Core Component	Semester Hours
<b>Freshman/Semester I</b>			
ENGL 1301	Composition I	Core 010	3
HIST 1301	US History I	Core 060	3
ARTS 1316	Drawing I	Recommended	3
ARTS 1311	Design I	Core 050	3
MATH	MATH 1314 or above	Core 020	3
			15 semester hours
<b>Freshman/Semester II</b>			
ENGL 1302	Composition II	Core 010	3
HIST 1302	US History II	Core 060	3
ARTS 1317	Drawing II	Recommended	3
ARTS 1312	Design II	Recommended	3
SPCH 1315	Public Speaking	Core 011	3
PHED activity	Any PHED activity course	Core 090	1
			16 semester hours

<b>Sophomore/Semester I</b>			
GOVT 2305	Federal Government (Federal Constitution and Topics)	Core 070	3
Science	Any course listed under Core 030	Core 030	4
Humanities	Any course listed under Core 040	Core 040	3
ARTS 2316	Painting I	Recommended	3
ARTS 1303	Art History I	Recommended	3
			16 semester hours
<b>Sophomore/Semester II</b>			
GOVT 2306	Texas Government (Texas Constitution and Topics)	Core 070	3
Science	Any course listed under Core 030	Core 030	4
Social/Behavioral Science	SOCI 1301 OR PSYC 2301	Core 080	3
ARTS 1304	Art History II	Recommended	3
ARTS	ARTS 2317, 2326, or 2346	Recommended	3
			16 semester hours

<b>BEHAVIORAL SCIENCE – Psychology, Sociology/Anthropology</b>			
Course	Course Title	Core Component	Semester Hours
<b>Freshman/Semester I</b>			
ENGL 1301	Composition I	Core 010	3
HIST 1301	U.S. History I	Core 060	3
MATH 1314 or above	College Algebra or above	Core 020	3
Science	Any course listed under Core 030	Core 030	4
PHED	Any course listed under Core 090	Core 090	1
PSYC 2301 or SOCI 1301	Introduction to General Psychology or Introduction to Sociology	Core 080	3
			17 semester hours
<b>Freshman/Semester II</b>			
ENGL 1302	Composition II	Core 010	3
HIST 1302	U.S. History II	Core 060	3
COSC 1301	Introduction to Computing	Recommended	3
Science	Any course listed under Core 030	Core 030	4
Social or Behavioral Science	CRIJ 1307, ECON 2301, GEOG 1303 or any PSYC or SOCI	Recommended	3
			16 semester hours
<b>Sophomore/Semester I</b>			
English	Any literature course	Core 040	3
GOVT 2305	Federal Government (Federal Constitution and Topics)	Core 070	3
Behavioral Science	ANTH, PSYC, or SOCI	Recommended	3
Behavioral Science	ANTH, PSYC, or SOCI	Recommended	3
SPCH 1315	Public Speaking	Core 011	3
			15 semester hours
<b>Sophomore/Semester II</b>			
ENGL, PHIL, or HUMA	Any literature, philosophy, or humanities course	Recommended	3
GOVT 2306	Texas Government (Texas Constitution and Topics)	Core 070	3
Behavioral Science	ANTH, PSYC, or SOCI	Recommended	3
Behavioral Science	ANTH, PSYC, or SOCI	Recommended	3
Performing/Visual Arts	Any course listed under Core 050	Core 050	3
			15 semester hours

<b>BIOLOGY</b>			
Course	Course Title	Core Component	Semester Hours
<b>Freshman/Semester I</b>			
ENGL 1301	Composition I	Core 010	3
HIST 1301	U.S. History I	Core 060	3
MATH 1314 or above	College Algebra or above	Core 020	3
BIOL 1406	General Biology I	Core 030	4
CHEM 1411	General Chemistry I	Recommended	4
			17 semester hours
<b>Freshman/Semester II</b>			
ENGL 1302	Composition II	Core 010	3
HIST 1302	U.S. History II	Core 060	3
BIOL 1407	General Biology II	Core 030	4
CHEM 1412	General Chemistry II	Recommended	4
PHED	Any course listed under Core 090	Core 090	1
			15 semester hours
<b>Sophomore/Semester I</b>			
Humanities	Any course listed under Core 040	Core 040	3
GOVT 2305	Federal Government (Federal Constitution and Topics)	Core 070	3
CHEM 2423	Organic Chemistry I	Recommended	4
COSC 1301	Introduction to Computing	Recommended	3
Social or Behavioral Science	Any course listed under Core 080	Core 080	3
			16 semester hours
<b>Sophomore/Semester II</b>			
Performing/Visual Arts	Any course listed under Core 050	Core 050	3
CHEM 2425	Organic Chemistry II	Recommended	4
GOVT 2306	Texas Government (Texas Constitution and Topics)	Core 070	3
SPCH 1315	Public Speaking	Core 011	3
			13 semester hours

<b>BUSINESS ADMINISTRATION</b>			
Course	Course Title	Core Component	Semester Hours
<b>Freshman/Semester I</b>			
ENGL 1301	Composition I	Core 010	3
HIST 1301	U.S. History I	Core 060	3
Science	Any course listed under Core 030	Core 030	4
MATH 1324*	Mathematics for Business and Social Sciences I (Finite Mathematics)	Recommended	3
BUSI 1301 Or BUSI 2301	Business Principles or Business Law	Recommended	3
PHED	Any course listed under Core 090	Core 090	1
			17 semester hours
<b>Freshman/Semester II</b>			
ENGL 1302	Composition II	Core 010	3
HIST 1302	U.S. History II	Core 060	3
Math 1325*	Mathematics for Business and Social Sciences II (Mathematical Analysis for Business)	Recommended	3
Performing/Visual Arts	Any course listed under Core 050	Core 050	3
Science	Any course listed under Core 030	Core 030	4
			16 semester hours

<b>Sophomore/Semester I</b>			
ACCT 2301	Principles of Accounting I – Financial	Recommended	3
Humanities	Any course listed under Core 040	Core 040	3
ECON 2301	Principles of Macroeconomics	Recommended	3
GOVT 2305	Federal Government (Federal Constitution and Topics)	Core 070	3
BCIS 1305	Business Computer Applications	Recommended	3
			15 semester hours
<b>Sophomore/Semester II</b>			
ACCT 2302	Principles of Accounting II - Managerial	Recommended	3
Social or Behavioral Science	Any course listed under Core 080	Core 080	3
SPCH 1315	Public Speaking	Core 011	3
GOVT 2306	Texas Government (Texas Constitution and Topics)	Core 070	3
ECON 2302	Principles of Microeconomics	Recommended	3
*Most 4-year colleges require MATH 1324 & 1325 for Business Majors			15 semester hours

<b>CHEMISTRY</b>			
Course	Course Title	Core Component	Semester Hours
<b>Freshman/Semester I</b>			
CHEM 1411	General Chemistry I	Core 030	4
ENGL 1301	Composition I	Core 010	3
HIST 1301	U.S. History I	Core 060	3
PHED	Any course listed under Core 090	Core 090	1
MATH 2413	Calculus I	Core 020	4
			15 semester hours
<b>Freshman/Semester II</b>			
CHEM 1412	General Chemistry II	Core 030	4
ENGL 1302	Composition II	Core 010	3
HIST 1302	U.S. History II	Core 060	3
SPCH 1315	Public Speaking	Core 011	3
MATH 2414	Calculus II	Recommended	4
			17 semester hours
<b>Sophomore/Semester I</b>			
Performing/Visual Arts	Any course listed under Core 050	Core 050	3
Social or Behavioral Science	Any course listed under Core 080	Core 080	3
Humanities	Any course listed under Core 040	Core 040	3
GOVT 2305	Federal Government (Federal Constitution and Topics)	Core 070	3
CHEM 2423	Organic Chemistry I	Recommended	4
			16 semester hours
<b>Sophomore/Semester II</b>			
GOVT 2306	Texas Government (Texas Constitution and Topics)	Core 070	3
CHEM 2425	Organic Chemistry II	Recommended	4
MATH 2415	Calculus III	Recommended	4
PHSY 2425	University Physics I	Recommended	4
			15 semester hours

<b>COMPUTER SCIENCE</b>			
Course	Course Title	Core Component	Semester Hours
<b>Freshman/Semester I</b>			
COSC 1436*	Programming Fundamentals I	Recommended	4
ENGL 1301	Composition I	Core 010	3
HIST 1301	U.S. History I	Core 060	3
MATH 2413*	Calculus I	Core 020	4
			14 semester hours
<b>Freshman/Semester II</b>			
ENGL 1302	Composition II	Core 010	3
HIST 1302	U.S. History II	Core 060	3
MATH 2414*	Calculus II	Core 020	4
COSC 1437*	Programming Fundamentals II	Recommended	4
			14 semester hours
<b>Sophomore/Semester I</b>			
COSC 2436*	Programming Fundamentals III	Recommended	4
Humanities	Any course listed under Core 040	Recommended	3
PHYS 2425*	University Physics I	Core 030	4
GOVT 2305	Federal Government (Federal Constitution and Topics)	Core 070	3
SPCH 1315	Public Speaking	Core 011	3
			17 semester hours
<b>Sophomore/Semester II</b>			
PHYS 2426*	University Physics II	Core 030	4
COSC 2425*	Computer Organization & Machine Language	Recommended	4
Social or Behavioral Science	Any course listed under Core 080	Core 080	3
Performing/Visual Arts	Any course listed under Core 050	Core 050	3
GOVT 2306	Texas Government (Texas Constitution and Topics)	Core 070	3
PHED	Any course listed under Core 090	Core 090	1
*Recommended students complete math, physics, and computer science sequences at the same institution to reduce potential gaps in curriculum			18 semester hours

<b>CRIMINAL JUSTICE</b>			
Course	Course Title	Core Component	Semester Hours
<b>Freshman/Semester I</b>			
CRIJ 1301	Introduction to Criminal Justice	Recommended	3
CRIJ 1310	Fundamentals of Criminal Law	Recommended	3
ENGL 1301	Composition I	Core 010	3
Science	Any course listed under Core 030	Core 030	4
HIST 1301	U.S. History I	Core 060	3
			16 semester hours
<b>Freshman/Semester II</b>			
CRIJ 1306	Court Systems and Practices	Recommended	3
CRIJ 2301	Community Resources in Corrections	Recommended	3
ENGL 1302	Composition II	Core 010	3
Science	Any course listed under Core 030	Core 030	4
HIST 1302	U.S. History II	Core 060	3
			16 semester hours

<b>Sophomore/Semester I</b>			
CRIJ 2323	Legal Aspects of Law Enforcement	Recommended	3
CRIJ 2328	Police Systems & Practices	Recommended	3
MATH 1314 or above	College Algebra or above	Core 020	3
GOVT 2305	Federal Government (Federal Constitution and Topics)	Core 070	3
Social or Behavioral Science or CRIJ 1307	Any course listed under Core 080 or Crime in America	Core 080	3
PHED	Any course listed under Core 090	Core 090	1
			16 semester hours
<b>Sophomore/Semester II</b>			
CRIJ 2313	Correctional Systems & Practices	Recommended	3
Humanities	Any course listed under Core 040	Core 040	3
Performing/Visual Arts	Any course listed under Core 050	Core 050	3
GOVT 2306	Texas Government (Texas Constitution and Topics)	Core 070	3
SPCH 1315	Public Speaking	Core 010	3
COSC 1301	Introduction to Computing	Recommended	3
			18 semester hours

<b>DRAMA</b>			
Course	Course Title	Core Component	Semester Hours
<b>Freshman/Semester I</b>			
ENGL 1301	Composition I	Core 010	3
HIST 1301	U.S. History I	Core 060	3
DRAM 1310	Introduction to Theater	Recommended	3
DRAM 1330	Stagecraft I	Recommended	3
DRAM 1351	Acting I	Recommended	3
DRAM 1120	Theater Practicum I	Recommended	1
			16 semester hours
<b>Freshman/Semester II</b>			
ENGL 1302	Composition II	Core 010	3
HIST 1302	U.S. History II	Core 060	3
SPCH 1315	Public Speaking	Core 011	3
DRAM 2331	Stagecraft II	Recommended	3
DRAM 1352	Acting II	Recommended	3
DRAM 1120	Theater Practicum I	Recommended	1
			16 semester hours
<b>Sophomore/Semester I</b>			
GOVT 2305	Federal Government (Federal Constitution and Topics)	Core 070	3
Humanities	Any course listed under Core 040	Core 040	3
Science	Any course listed under Core 030	Core 030	4
DRAM 1342	Introduction to Costumes	Recommended	3
DRAM 1322	Stage Movement	Recommended	3
DRAM 1120	Theater Practicum I	Recommended	1
PHED	Any course listed under Core 090	Core 090	1
			18 semester hours



<b>Sophomore/Semester II</b>			
GOVT 2306	Texas Government (Texas Constitution and Topics)	Core 070	3
Science	Any course listed under Core 030	Core 030	4
Social or Behavioral Science	Any course listed under Core 080	Core 080	3
MATH	Math 1314 or above	Core 020	3
DRAM 2351	Acting III	Recommended	3
DRAM 1161	Musical Theater	Recommended	1
			17 semester hours

<b>ENGINEERING</b>			
Course	Course Title	Core Component	Semester Hours
<b>Freshman/Semester I</b>			
ENGL 1301	Composition I	Core 010	3
HIST 1301	U.S. History I	Core 060	3
MATH 2413	Calculus I	Core 020	4
CHEM 1411	General Chemistry I	Core 030	4
			14 semester hours
<b>Freshman/Semester II</b>			
ENGL 1302	Composition II	Core 010	3
HIST 1302	U.S. History II	Core 060	3
CHEM 1412	General Chemistry II	Core 030	4
MATH 2414	Calculus II	Recommended	4
PHED	Any course listed under Core 090		1
			15 semester hours
<b>Sophomore/Semester I</b>			
GOVT 2305	Federal Government (Federal Constitution and Topics)	Core 070	3
Performing/Visual Arts	Any course listed under Core 050	Core 050	3
Social or Behavioral Science	Any course listed under Core 080	Core 080	3
Humanities	Any course listed under Core 040	Core 040	3
ENGR 2301	Engineering Mechanics-Statics	Recommended	3
			15 semester hours
<b>Sophomore/Semester II</b>			
GOVT 2306	Texas Government (Texas Constitution and Topics)	Core 070	3
ENGR 2302	Engineering Mechanics-Dynamics	Recommended	3
SPCH 1315	Public Speaking	Core 011	3
MATH 2415	Calculus III	Recommended	4
PHYS 2425	University Physics I	Recommended	4
			17 semester hours

<b>ENGLISH</b>			
Course	Course Title	Core Component	Semester Hours
<b>Freshman/Semester I</b>			
ENGL 1301	Composition I	Core 010	3
HIST 1301	U.S. History I	Core 060	3
SPAN 1311	Beginning Spanish I	Recommended	4
MATH	MATH 1314 or above	Core 020	3
Science with lab	Any course listed under Core 030	Core 030	4
			17 semester hours

<b>Freshman/Semester II</b>			
ENGL 1302	Composition II	Core 010	3
HIST 1302	U.S. History II	Core 060	3
SPAN 1312	Beginning Spanish II	Recommended	4
Science with lab	Any course listed under Core 030	Core 030	4
Humanities	Any course listed under Core 040	Core 040	3
PHED	Any course listed under Core 090	Core 090	1
			18 semester hours
<b>Sophomore/Semester I</b>			
GOVT 2305	Federal Government (Federal Constitution and Topics)	Core 070	3
SPAN 2311	Intermediate Spanish	Recommended	3
SPCH 1315	Public Speaking	Core 011	3
English	Any literature course	Recommended	3
Social or Behavioral Science	Any course listed under Core 080	Core 080	3
			15 semester hours
<b>Sophomore/Semester II</b>			
GOVT 2306	Texas Government (Texas Constitution and Topics)	Core 070	3
SPAN 2312	Intermediate Spanish II	Recommended	3
English	Any 2 literature courses	Recommended	6
Performing/Visual Arts	Any course listed under 050	050	3
			15 semester hours

<b>GENERAL STUDIES</b>			
Course	Course Title	Core Component	Semester Hours
<b>Freshman/Semester I</b>			
ENGL 1301	Composition I	Core 010	3
HIST 1301	U.S. History I	Core 060	3
MATH 1314	College Algebra	Core 020	3
Science with lab	Any course listed under core 030	Core 030	4
SPCH 1315	Public Speaking	Core 011	3
			16 semester hours
<b>Freshman/Semester II</b>			
ENGL 1302	Composition II	Core 010	3
HIST 1302	U.S. History II	Core 060	3
PHED	Any course listed under core 090	Core 090	1
Science with lab	Any course listed under core 030	Core 030	4
Elective	Academic (ACAD) transfer course	Recommended	3
Elective	Academic (ACAD) transfer course	Recommended	3
			17 semester hours
<b>Sophomore/Semester I</b>			
GOVT 2305	Federal Government (Federal Constitution and Topics)	Core 070	3
Social or Behavioral Science	Any course listed under core 080	Core 080	3
Humanities	Any course listed under core 040	Core 040	3
Elective	Academic (ACAD) transfer course	Recommended	3
Elective	Academic (ACAD) transfer course	Recommended	3
			15 semester hours

<b>Sophomore/Semester II</b>			
GOVT 2306	Texas Government (Texas Constitution and Topics)	Core 070	3
Performing/Visual Arts	Any course listed under core 050	Core 050	3
Elective	Academic (ACAD) transfer course	Recommended	3
Elective	Academic (ACAD) transfer course	Recommended	3
			12 semester hours

<b>GEOLOGY</b>			
Course	Course Title	Core Component	Semester Hours
<b>Freshman/Semester I</b>			
ENGL 1301	Composition I	Core 010	3
HIST 1301	U.S. History I	Core 060	3
MATH 2312	Precalculus*	Core 020	3
GEOL 1303	Physical Geology	Core 030	3
GEOL 1103	Physical Geology Laboratory	Core 030	1
CHEM 1411	General Chemistry I	Recommended	4
* Note – Prerequisite: MATH 1316 or 4 years of high school math including trigonometry or precalculus; or consent of department head			17 semester hours
<b>Freshman/Semester II</b>			
ENGL 1302	Composition II	Core 010	3
HIST 1302	U.S. History II	Core 060	3
GEOL 1304	Historical Geology	Core 030	3
GEOL 1104	Historical Geology Laboratory	Core 030	1
CHEM 1412	General Chemistry II	Recommended	4
PHED	Any course listed under Core 090	Core 090	1
			15 semester hours
<b>Sophomore/Semester I</b>			
Humanities	Any course listed under Core 040	Core 040	3
GOVT 2305	Federal Government (Federal Constitution and Topics)	Core 070	3
CHEM 2423	Organic Chemistry I	Recommended	4
COSC 1301	Introduction to Computing	Recommended	3
Social & Behavioral Science Elective	Any course listed under Core 080	Core 080	3
			16 semester hours
<b>Sophomore/Semester II</b>			
Performing/Visual Arts	Any course listed under core 050	Core 050	3
CHEM 2306	Organic Chemistry II	Recommended	4
GOVT 2306	Texas Government (Texas Constitution and Topics)	Core 070	3
SPCH 1315	Public Speaking	Core 011	3
MATH 2413	Calculus I*	Core 020	3
* Note – Prerequisite: TSI satisfied in Math and credit for or concurrent enrollment in MATH 1348 or 2312; or credit for college level precalculus; or credit for MATH 1314 and 1316; or consent of the department head			16 semester hours

<b>KINESIOLOGY</b>			
Course	Course Title	Core Component	Semester Hours
<b>Freshman/Semester I</b>			
ENGL 1301	Composition I	Core 010	3
HIST 1301	U.S. History I	Core 060	3
BIOL 2401	Human Anatomy and Physiology I	Core 030	4
PHED	Any course listed under core 090	Core 090	1
PHED 13xx	Any 3 SCH PHED course	Recommended	3
			14 semester hours

<b>Freshman/Semester II</b>			
ENGL 1302	Composition II	Core 010	3
HIST 1302	U.S. History II	Core 060	3
BIOL 2402	Human Anatomy and Physiology II	Core 030	4
SPCH 1315	Public Speaking	Core 011	3
PHED 13xx	Any 3 SCH PHED course	Recommended	3
			16 semester hours
<b>Sophomore/Semester I</b>			
GOVT 2305	Federal Government (Federal Constitution and Topics)	Core 070	3
Social or Behavioral Science	Any course listed under core 080	Core 080	3
Humanities	Any course listed under core 040	Core 040	3
English	Any literature course	Recommended	3
Performing/Visual Arts	Any course listed under core 050	Core 050	3
			15 semester hours
<b>Sophomore/Semester II</b>			
GOVT 2306	Texas Government (Texas Constitution and Topics)	Core 070	3
PHED 13xx	Any 3 SCH PHED course	Recommended	3
PSYC 2301	Introduction to General Psychology	Recommended	3
MATH	MATH 1314 or above	Core 020	3
PHED	Any course listed in core 090	Core 090	1
COSC 1301	Introduction to Computing	Recommended	3
			16 semester hours

<b>MATHEMATICS</b>			
Course	Course Title	Core Component	Semester Hours
<b>Freshman/Semester I</b>			
ENGL 1301	Composition I	Core 010	3
HIST 1301	U.S. History I	Core 060	3
MATH 2413	Calculus I	Core 020	4
BIOL, CHEM or PHYS	BIOL 1406, CHEM 1411 or PHYS 1401	Core 030	4
SPCH 1315	Public Speaking	Core 011	3
			17 semester hours
<b>Freshman/Semester II</b>			
ENGL 1302	Composition II	Core 010	3
HIST 1302	U.S. History II	Core 060	3
Math 2414	Calculus II	Recommended	4
BIOL, CHEM or PHYS	BIOL 1407, CHEM 1412 or PHYS 1402	Core 030	4
PHED	Any course listed under core 090	Core 090	1
			15 semester hours
<b>Sophomore/Semester I</b>			
GOVT 2305	Federal Government (Federal Constitution and Topics)	Core 070	3
MATH 2415	Calculus III	Recommended	4
PHYS 2425	University Physics I	Recommended	4
Social or Behavioral Science	Any course listed under core 080	Core 080	3
Humanities	Any course listed under core 040	Core 040	3
			17 semester hours

<b>Sophomore/Semester II</b>			
GOVT 2306	Texas Government (Texas Constitution and Topics)	Core 070	3
MATH 2320	Differential Equations	Recommended	3
PHYS 2426	University Physics II	Recommended	4
Humanities	Any course listed under core 040	Core 040	3
Performing/Visual Arts	Any course listed under core 050	Core 050	3
			16 semester hours

The following is a recommended course of study for music. Students who plan to pursue a baccalaureate degree in music should seek advising from the WCJC music department and the institution to which they intend to transfer. All entering music students are evaluated by audition before being placed in the requisite courses. Students who intend to teach music may want to consider the AAT in Teaching, Plan C, with an emphasis in Music.

<b>MUSIC</b>			
Course	Course Title	Core Component	Semester Hours
<b>Freshman/Semester I</b>			
ENGL 1301	Composition I	Core 010	3
HIST 1301	U.S. History I	Core 060	3
Applied Music	MUAP 1222, 1246, 1260, 1270, or 1282	Recommended	2
Band or Choir	MUEN 1127 or 1141	Recommended	1
COSC 1301	Introduction to Computing	Recommended	3
MUSI 1308	Music Literature I	Required	3
Music Elective	Any music elective MUAP, MUEN or MUSI	Recommended	1 or 2
			16-17 semester hours
<b>Freshman/Semester II</b>			
ENGL 1302	Composition II	Core 010	3
HIST 1302	U.S. History II	Core 060	3
Applied Music	MUAP 1222, 1246, 1260, 1270, or 1282	Recommended	2
Band or Choir	MUEN 1127 or 1141	Recommended	1
MUSI 1309	Music Literature II	Required	3
MATH	MATH 1314 or above	Core 020	3
Music Elective	Any music elective MUAP, MUEN or MUSI	Recommended	1 or 2
			16-17 semester hours
<b>Sophomore/Semester I</b>			
GOVT 2305	Federal Government (Federal Constitution and Topics)	Core 070	3
SPCH 1315	Public Speaking	Core 011	3
Science with lab	Any course listed under Core 030	Core 030	4
Applied Music	MUAP 122, 1246, 1260, 1270, or 1282	Recommended	2
Band or Choir	MUEN 1127 or 1141	Recommended	1
Humanities	ENGL 237, 2328, or HUMA 1301	Core 040	3
MUSI 1181	Class Piano I	Recommended	1
			17 semester hours

<b>Sophomore/Semester II</b>			
GOVT 2306	Texas Government (Texas Constitution and Topics)	Core 070	3
Science with lab	Any course listed under core 030	Core 030	4
Social or Behavioral Science	Any course listed under core 080	Core 080	3
PHED	Any course listed under core 090	Core 090	1
Applied Music	MUAP 1222, 1246, 1260, 1270, or 1282	Recommended	2
Band or Choir	MUEN 1127 or 1141	Recommended	1
Music Elective	Any music elective MUAP, MUEN or MUSI	Recommended	1 or 2
			15-16 semester hours

The following is a recommended course of study. Students should identify early the institution to which they intend to transfer to complete the baccalaureate in nursing. These programs generally have requirements for admission and specific courses required by the program.

<b>NURSING: PRE-BACCALAUREATE NURSING</b>			
Course	Course Title	Core Component	Semester Hours
<b>Freshman/Semester I</b>			
ENGL 1301	Composition I	Core 010	3
HIST 1301	U.S. History I	Core 060	3
BIOL 2401	Human Anatomy and Physiology I	Core 030	4
SPCH 1315	Public Speaking	Core 011	3
SOCI 1301	Introduction to Sociology	Recommended	3
			16 semester hours
<b>Freshman/Semester II</b>			
ENGL 1302	Composition II	Core 010	3
HIST 1302	U.S. History II	Core 060	3
BIOL 2402	Human Anatomy & Physiology II	Core 030	4
MATH 1342	Elementary Statistical Methods	Core 020	3
PSYC 2301	Introduction to General Psychology	Core 080	3
			16 semester hours
<b>Sophomore/Semester I</b>			
GOVT 2305	Federal Government (Federal Constitution and Topics)	Core 070	3
BIOL 2420	Microbiology	Recommended	4
CHEM 1405 or CHEM 1411	Introduction to Chemistry or General Chemistry I	Recommended	4
PSYC 2314	Lifespan, Growth & Development	Recommended	3
Humanities	Any course listed under core 040	Core 040	3
			17 semester hours
<b>Sophomore/Semester II</b>			
GOVT 2306	Texas Government (Texas Constitution and Topics)	Core 070	3
Science	Any CHEM or BIOL course	Recommended	4
BIOL 1322	Nutrition	Recommended	3
Performing/Visual Arts	Any course listed under core 050	Core 050	3
PHED	Any course listed under core 090	Core 090	1
			14 semester hours

<b>PHYSICS</b>			
Course	Course Title	Core Component	Semester Hours
<b>Freshman/Semester I</b>			
ENGL 1301	Composition I	Core 010	3
HIST 1301	U.S. History I	Core 060	3
MATH 2413	Calculus I	Core 020	4
CHEM 1411	General Chemistry I	Core 030	4
PHED	Any course listed under core 090	Core 090	1
			15 semester hours
<b>Freshman/Semester II</b>			
ENGL 1302	Composition II	Core 010	3
HIST 1302	U.S. History II	Core 060	3
Math 2414	Calculus II	Recommended	4
CHEM 1412	General Chemistry II	Core 030	4
PHYS 2425	University Physics I	Recommended	4
			18 semester hours
<b>Sophomore/Semester I</b>			
GOVT 2305	Federal Government (Federal Constitution and Topics)	Core 070	3
MATH 2415	Calculus III	Recommended	4
PHYS 2426	University Physics II	Recommended	4
SPCH 1315	Public Speaking	Core 011	3
			14 semester hours
<b>Sophomore/Semester II</b>			
GOVT 2306	Texas Government (Texas Constitution and Topics)	Core 070	3
Humanities	Any course listed under core 040	Core 040	3
Performing/Visual Arts	Any course listed under core 050	Core 050	3
Social or Behavioral Science	Any course listed under core 080	Core 080	3
Elective	Any ACAD elective		3
			15 semester hours

<b>SOCIAL SCIENCE: HISTORY, GEOGRAPHY, GOVERNMENT</b>			
Course	Course Title	Core Component	Semester Hours
<b>Freshman/Semester I</b>			
ENGL 1301	Composition I	Core 010	3
HIST 1301	U.S. History I	Core 060	3
MATH	MATH 1314 or above	Core 020	3
Science with lab	Any course listed under core 030	Core 030	4
PHED	Any course listed under core 090	Core 090	3
SPAN 1311 or Elective	Spanish I or Academic (ACAD) transfer course	Recommended	3-4
			19-20 semester hours
<b>Freshman/Semester II</b>			
ENGL 1302	Composition II	Core 010	3
HIST 1302	U.S. History II	Core 060	3
Science with lab	Any course listed under core 030	Core 030	4
SPAN 1311 or Elective	Beginning Spanish I or Academic (ACAD) transfer course	Recommended	3-4
COSC 1301	Introduction to Computing	Recommended	3
			16-17 semester hours

<b>Sophomore/Semester I</b>			
GOVT 2305	Federal Government (Federal Constitution and Topics)	Core 070	3
English	Any literature course	Core 040	3
Economics	ECON 2301 or 2302	Core 080	3
Social Science	Any ECON, GEOG, or HIST course	Recommended	3
SPCH 1315	Public Speaking	Core 011	3
			15 semester hours
<b>Sophomore/Semester II</b>			
GOVT 2306	Texas Government (Texas Constitution and Topics)	Core 070	3
Humanities	Any course listed under core 040	Recommended	3
Social Science	Any ECON, GEOG, or HIST course	Recommended	6
Performing/Visual Arts	Any course listed under core 050	Core 050	3
			15 semester hours

<b>SPEECH</b>			
Course	Course Title	Core Component	Semester Hours
<b>Freshman/Semester I</b>			
ENGL 1301	Composition I	Core 010	3
HIST 1301	U.S. History I	Core 060	3
Science with lab	Any course listed under core 030	Core 030	4
SPCH 1315	Public Speaking	Core 011	3
MATH	MATH 1314 or higher	Core 020	3
			16 semester hours
<b>Freshman/Semester II</b>			
ENGL 1302	Composition II	Core 010	3
HIST 1302	U.S. History II	Core 060	3
Science with lab	Any course listed under core 030	Core 030	4
SPCH 1318	Interpersonal Communication	Recommended	3
Performing/Visual Arts	Any course listed under core 050	Core 050	3
PHED	Any course listed under core 090	Core 090	1
			17 semester hours
<b>Sophomore/Semester I</b>			
GOVT 2305	Federal Government (Federal Constitution and Topics)	Core 070	3
Humanities	Any course listed under core 040	Core 040	3
Social Science	Social Science course from core 080	Core 080	3
SPCH 1321	Business and Professional Speaking	Recommended	3
SPCH 1342	Voice and Articulation	Recommended	3
			15 semester hours
<b>Sophomore/Semester II</b>			
GOVT 2306	Texas Government (Texas Constitution and Topics)	Core 070	3
English	Literature Course	Recommended	3
SPCH 2341	Oral Interpretation	Recommended	3
COSC 1301	Introduction to Computing	Recommended	3
Performing Arts	DRAM or MUSI course	Recommended	3
			15 semester hours



## Associate of Arts in Teaching (AAT)

WCJC awards the Associate of Arts in Teaching degree for students planning to pursue baccalaureate programs that lead to initial Texas teacher certification. Students are advised to seek academic advising in the first semester enrolled since individual universities may vary in their transfer requirements. There are two AAT tracks that include 60 semester credit hours of coursework. Plan B leads to Initial Texas Teacher Certification EC-6, 4-8, EC-12 Special Education; Plan C leads to Initial Texas Teacher Certification 8-12, and other EC-12 Certifications.

Students taking the Education courses will be required to complete and pass a criminal background check.

Completion of an AAT does not necessarily guarantee admission to a university teacher education program and later teacher certification through the state Board for Educator Certification (SBEC). Additional requirements with regard to grade point average, assessments, criminal history, and proof of legal status must be satisfied as required by the receiving university and SBEC.

The AAT degree requires 60 semester credit hours; and students should be aware they may not be able to transfer more than 60-66 semester credit hours to a university. It is recommended that students seek academic advising in the first semester enrolled.

### ASSOCIATE DEGREE IN TEACHING (AAT) PLAN B Leading to Initial Texas Teacher Certification EC-6, 4-8, EC -12 Special Education

AAT – PLAN B			
Course	Course Title	Core Component	Semester Hours
<b>Freshman/Semester I</b>			
ENGL 1301	Composition I	Core 010	3
HIST 1301	U.S. History I	Core 060	3
MATH 1314	College Algebra	Core 020	3
Science with lab	Any course listed under core 030	Core 030	4
SPCH 1315	Public Speaking	Core 011	3
			16 semester hours
<b>Freshman/Semester II</b>			
ENGL 1302	Composition II	Core 010	3
HIST 1302	U.S. History II	Core 060	3
PHED	Any course listed under core 090	Core 090	1
Science with lab	Any course listed under core 030	Core 030	4
HIST 2301 or Social Behavioral Science	Texas History or <i>Sophomore level</i> Social or Behavioral Science course listed under core 080	Core 080	3
			14 semester hours
<b>Sophomore/Semester I</b>			
GOVT 2305	Federal Government (Federal Constitution and Topics)	Core 070	3
TECA 1354 or Elective	Child Growth & Development or Academic (ACAD) transfer course	AAT Elective	3
Humanities*	Any English literature course (British or American)*	Core 040	3
EDUC 1301	Introduction to the Teaching Profession	AAT core	3
MATH 1350	Fundamentals of Math I	AAT core	3
			15 semester hours

<b>Sophomore/Semester II</b>			
GOVT 2306	Texas Government (Texas Constitution and Topics)	Core 070	3
MATH 1351	Fundamentals of Math II	AAT core	3
EDUC 2301	Introduction to Special Populations	AAT core	3
Performing/Visual Arts	Any course listed under core 050	Core 050	3
Science Elective <sup>¥</sup>	Any science course: <sup>¥</sup> GEOL 1304 Historical Geology recommended	AAT core	3
*Check with university for preference			15 semester hours

**ASSOCIATE OF ARTS IN TEACHING (AAT) PLAN C**  
**Leading to Initial Texas Teacher Certification 8-12, Other EC-12**

<b>AAT – PLAN C</b>			
Course	Course Title	Core Component	Semester Hours
<b>Freshman/Semester I</b>			
ENGL 1301	Composition I	Core 010	3
HIST 1301	U.S. History I	Core 060	3
MATH 1314	College Algebra	Core 020	3
Science with lab	Any course listed under core 030	Core 030	4
PHED	Any course listed under core 090	Core 090	1
Performing /Visual Arts	Any course listed under core 050	Core 050	3
			17 semester hours
<b>Freshman/Semester II</b>			
ENGL 1302	Composition II	Core 010	3
HIST 1302	U.S. History II	Core 060	3
Science with lab	Any course listed under core 030	Core 030	4
EDUC 1301	Introduction to the Teaching Profession	AAT core	3
Content Area **	Major Selection **see below	AAT core	3
			16 semester hours
<b>Sophomore/Semester I</b>			
GOVT 2305	Federal Government (Federal Constitution and Topics)	Core 070	3
ENGL 2327	American Literature I	Core 040	3
EDUC 2301	Introduction to Special Populations	AAT core	3
Content Area **	Major Selection **see below	AAT core	3-4
Content Area **	Major Selection **see below	AAT core	3-4
			15-17 semester hours
<b>Sophomore/Semester II</b>			
GOVT 2306	Texas Government (Texas Constitution and Topics)	Core 070	3
GEOG 1303 or HIST 2301	World Regional Geography or Texas History	Core 080	3
SPCH 1315	Public Speaking	Core 011	3
Content Area **	Major Selection **see below	AAT core	3-4
			15-16 semester hours

**\*\*WCJC is able to offer 12 academic hours in the following content area teaching fields/academic disciplines. The EC-12 course list is below. Students are advised to check with the transfer university when making content selections.**

**EC-12:**

MUSIC	Select 12 hours from MUSI courses
PHYSICAL EDUCATION	PHED 1306, 1301, 1304, 1346
ART	Select 12 hours from ARTS courses
THEATER	Select 12 hours from DRAM courses
MATH	Select 12 hours from MATH courses
LIFE SCIENCES	Select 12 hours from BIOL courses
PHYSICAL SCIENCES	Select 12 hours from CHEM and/or GEOL course
SCIENCE	Select 12 hours from core 030 courses
ENGLISH, LANGUAGE ARTS, & READING	Select 12 hours from ENGL courses
COMPUTER SCIENCE	COSC 1436, 1437, 2436
SPEECH	SPCH 1318, 1321, 1342, 2341
BUSINESS	BUSI 1301, 2301, 2304
EDUCATION	
FOREIGN LANGUAGES	SPAN 1311, 1312, 2311, 2312

# Associate of Applied Science (AAS) Degrees and Certificates

Wharton County Junior College offers numerous specialized areas of academic/technical study (programs) in which a certificate or AAS degree may be offered.

## CERTIFICATE PROGRAMS

Wharton County Junior College's certificates and certification programs are designed to prepare completers with specific occupational skills that enable them to enter the workforce in a short period of time.

The minimum acceptable standard of satisfactory progress is a cumulative average of at least 2.0 grade point average (GPA) on attempted semester credit hours. Certificates will not be awarded unless the minimum standard of work (2.0 GPA) is achieved in all coursework required to complete the certificate.

Courses required in a certificate program may be transferred from equivalent courses taken at another accredited institution for up to 25% of the total certificate program hours, with approval of the Department Head.

## ASSOCIATE OF APPLIED SCIENCE DEGREES

The Associate of Applied Science is an occupationally oriented degree. Its primary purpose is to prepare students for entry into a particular occupation upon completion of the degree. Descriptions of WCJC's AAS degrees, along with required degree plans, are listed alphabetically. Applicants for the AAS degree must:

1. Satisfy all conditions for admission.
2. Pass all three sections of the Texas State Initiative (TSI) college placement test or satisfy the basic skills requirement in a way prescribed by the THECB.
3. Successfully complete all coursework according to the degree program's deadlines.
4. Complete at least twenty-four (24) semester credit hours at WCJC.
5. Meet all financial obligations to the college.

All AAS degree programs are comprised of between 60-72 semester credit hours and contain both technical and academic general education courses. The general education courses address the six basic intellectual competencies – reading, writing, speaking, listening, critical thinking, and computer literacy – that the Texas Higher Education Coordinating Board (THECB) has deemed essential to the learning process. All AAS degree plans must contain a minimum of 15 semester credit hours of general education courses, including one course from each of the three areas in the chart below. The remaining general education courses must be academic transfer courses of collegiate level and general in nature, not geared to a specific occupation.

### AAS General Education Course List

MATH/NATURAL SCIENCE W/LAB	Any college level MATH course, any laboratory Science course; If taking one of the following science courses, the corresponding lab must be taken: BIOL 2306+2106, GEOL 1303+1103, GEOL 1304+1104
SOCIAL/BEHAVIORAL SCIENCE	ANTH 2351; CRIJ 1307; ECON 2301 OR 2302; GEOG 1303; GOVT 2305 or 2306; HIST 1301, 1302, 2301, 2311 or 2312; PSYC 2301, 2306, 2314 or 2315; SOCI 1301, 1306, 2306 or 2319
HUMANITIES OR PERFORMING/VISUAL ARTS	ARTS 1303, 1304, 1311 or 1313; DRAMA 1310 or 2366; ENGL 2322, 2323, 2327, 2328, 2332, 2333 or 2341; HUMA 1301; MUSI 1306, 1308, 1309 or 1310; PHIL 1301; SPAN 2311 or 2312

<sup>1</sup> A single course may not count toward more than one general education requirement.

The following degree and certificate plans list the specific course requirements and application process (when applicable) for each program and are listed alphabetically. **An asterisk (\*) is used next to electives that must be chosen from the above AAS General Education Course List.** Note some degree plans limit the elective options; it is recommended students seek program specific advisement in course selection.

**All programs, and courses within programs, are subject to change or deletion without notice by administrative authorities of WCJC. The addition or deletion of a new or existing program offered at WCJC requires action from the Board of Trustees of Wharton County Junior College.**

**AIR CONDITIONING, HEATING, REFRIGERATION AND ELECTRICAL TECHNOLOGY (CIP 47.0201)**

CERTIFICATE: 42 semester credit hours

This one year certificate is open to **MALE** and **FEMALE** applicants. The program is designed to provide students with job-entry knowledge and skills in the practical application of air-conditioning, heating, refrigeration, residential wiring, and commercial wiring. The program of study includes, but is not limited to, methods of installing, maintaining, diagnosing, and repairing equipment. Computer simulation programs are used to improve diagnostic skills. Specific competencies taught include gas brazing and soldering, electrical circuits and motor analysis, and system troubleshooting, conduit bending, wire size estimating, and circuit installations. Enrollment is offered to new students **ONLY** in the fall semester.

To receive a certificate, an overall GPA of 2.0 must be maintained.

**ENTRANCE REQUIREMENTS**

Applicants must be a high-school graduate or have a GED. **NO TESTING** is required for entrance into the program.

<b>Air Conditioning, Heating, Refrigeration and Electrical Technology</b>			
Course	Course Title	Semester Hours	
<b>Semester I/Fall</b>			
HART 1301	Basic Electricity for HVAC	3	
CNBT 1301	Introduction to Construction Industry	3	
HART 1307	Refrigeration Principles	3	
ELPT 1329	Residential Wiring	3	
ELPT 1325	National Electrical Code I	3	
		15 semester hours	
<b>Semester II/Spring</b>			
HART 1341	Residential Air Conditioning	3	
ELPT 1345	Commercial Wiring	3	
ELPT 2305	Motors and Transformers	3	
ELPT 1357	Industrial Wiring	3	
HART 2336	Air Conditioning Troubleshooting	3	
		15 semester hours	
<b>Semester III/Summer</b>			
CNBT 2437	Construction Estimating II	4	
HART 2442	Commercial Refrigeration	4	
HART 2441	Commercial Air Conditioning	Capstone Course	4
		12 semester hours	

**AUTOMOTIVE TECHNOLOGY CERTIFICATE AND AAS DEGREE (CIP 47.0604)**

Certificate: 39 semester credit hours

AAS Degree: 71-72 semester credit hours

The certificate and AAS degree programs are designed to provide classroom and laboratory experiences on the proper use of hand tools, power tools, diagnostic testing equipment, and technical manuals in all phases of

automotive maintenance, repair and diagnostics, including inspection, engine overhaul, electrical systems, fuel systems and fuel injection, brake systems, transmission and drive train systems (automatic and manual), suspension and steering systems, heating and air-conditioning systems, and engine performance. The program is based on Automotive Service Excellence (ASE) standards and prepares the students for the ASE certification tests. Automotive Technology instructors are ASE Master Certified. The Automotive Program is certified by the National Automotive Technicians Education Foundation (NATEF).

A Certificate of Completion in Automotive Technology can be earned in 10 ½ months; the AAS degree can be earned in two years. Students must maintain a minimum GPA of 2.0 (a “C” average in required curriculum). Prerequisite: TSI Reading requirement met or minimum passing score on Pre-TASP (accepted for certificate major only).

Enrollment is open to new students at the beginning of the fall and spring semesters. New students **MUST** enroll in AUMT 1301 as an introductory course during their first semester. Students must be enrolled in all Automotive Technology courses offered for each semester.

**Students are required to provide their own hand tools and work uniforms.**

**Capstone Experience:** An exit exam will be administered to all students upon completion of the one-year certificate. The capstone test will consist of 80 questions with 10 questions in each of the eight areas of the Automobile Service Excellence (ASE) certification.

Some universities will allow 24-44 hours of technical credit transferable towards a Bachelor of Applied Arts or Science degree. Contact individual universities for information.

<b>Automotive Technology Certificate</b>			
Course	Course Title		Semester Hours
<b>Fall Semester</b>			
AUMT 1301	Intro and Theory of Automotive Technology	*Required first semester	3
AUMT 1407	Automotive Electrical Systems		4
AUMT 1419	Automotive Engine Repair		4
AUMT 2417	Automotive Engine Performance Analysis I		4
			12-15 semester hours
<b>Spring Semester</b>			
AUMT 1301	Intro and Theory of Automotive Technology	*Required first semester	3
AUMT 1410	Automotive Brake Systems		4
AUMT 2413	Automotive Drive Train and Axles		4
AUMT 2425	Automotive Automatic Transmissions and Transaxles		4
AUMT 2434	Automotive Engine Performance Analysis II		4
			16-19 semester hours
<b>Summer Session I</b>			
AUMT 1445	Automotive Climate Control Systems		4
AUMT 1416	Automotive Suspension and Steering Systems		4
			8 semester hours

<b>Automotive Technology AAS Degree</b>			
Course	Course Title		Semester Hours
<b>Freshman/Semester I - Fall</b>			
AUMT 1301	Intro and Theory of Automotive Technology	*Required first semester	3
AUMT 1407	Automotive Electrical Systems		4
AUMT 1419	Automotive Engine Repair		4
AUMT 2417	Automotive Engine Performance Analysis I		4
			12-15 semester hours

<b>Freshman/Semester II - Spring</b>			
AUMT 1301	Intro and Theory of Automotive Technology	*Required first semester	3
AUMT 1410	Automotive Brake Systems		4
AUMT 2413	Automotive Drive Train and Axles		4
AUMT 2425	Automotive Automatic Transmissions and Transaxles		4
AUMT 2434	Automotive Engine Performance Analysis II		4
			16-19 semester hours
<b>Summer I</b>			
AUMT 1445	Automotive Climate Control Systems		4
AUMT 1416	Automotive Suspension and Steering Systems		4
			8 semester hours
<b>Sophomore/Semester I - Fall</b>			
AUMT 2337	Automotive Electronics		3
Social/Behavioral Science elective*	*Elective from AAS General Education Course List		3
ENGL 1301	Composition I		3
Math or Natural Science elective*	*Elective from AAS General Education Course List		3-4
BCIS 1305	Business Computer Applications		3
			15-16 semester hours
<b>Sophomore/Semester II - Spring</b>			
AUMT 2301	Automotive Management		3
Humanities or Performing/Visual Arts elective*	*Elective from AAS General Education Course List		3
BUSI Elective			3
PSYC 2301	General Psychology		3
AUMT 1249	Automotive Electronics Theory		2
AUMT 2380 (CC)	Cooperative Education-Automotive Tech		3
(CC) = Capstone Course			17 semester hours

### **Child Development Associate Training Program      \*\* Continuing Education \*\***

Total Contact Hours: 144

#### **Continuing Education Department**

This professional training course provides the educational requirements needed to apply for the CDA credentialing process. This is a study of the principles of normal child growth and development from birth to age five. We offer a variety of experiences used to build practical skills in early childhood. The Council for Early Childhood Professional Recognition mandates that participants must complete 120 hours of formal childcare education in eight subject areas focusing on cognitive, physical, emotional, and social development of a child. It is the **responsibility of the student** to collect the **additional 480 hours** of professional experience as well as submitting a Direct Assessment Application for testing and certification to the Council of Professional Recognition. This should be done upon completion of the course and the field experience hours and requires a non-refundable fee of **\$325** paid separately to the council at the time the application is submitted.

#### **REQUIREMENTS AND PROCEDURES**

Applicants must obtain a "Child Development Associate Training Program Checklist and Application" packet from the Continuing Education Department or website. Consideration for acceptance into the Child Development Associate Training Program is based upon submission of the following:

1. Completion of a Child Development Associate Training Program Application.
2. Copy of high school transcript, college transcript or G.E.D.
3. Copy of driver's license or other form of government I.D.

4. Pre-TASP Reading Test with score of 14 or higher. (To schedule exam, please call the WCJC Testing Department at 979-532-6457). Please contact the CE department for testing waivers if you have already taken another college entrance exam (ACT, SAT, THEA, ASSET) or refer to the Testing Waivers section of the Child Development Associate Training Program Application.
5. All students must pass a Criminal Background Check.

#### **CRIMINAL BACKGROUND CHECK**

A criminal background check is required before acceptance into the program will be granted.

<b>Child Development Associate Training Program</b>		
Course	Course Title	Contact Hours
CDEC 1016	Child Development Associate Credential Training	144

#### **COMPUTER SCIENCE: CISCO ROUTER NETWORKING CERTIFICATE (CIP 11.0901)**

CISCO Academy

Certificate: 22 semester credit hours

The Cisco Router Networking Certificate program is designed to teach individuals to work with networks. This certificate prepares students for entry-level careers as Network Support Specialists, Network Control Technicians, Network Technicians, and LAN or WAN Technicians. Upon completion of this program, students will become eligible to take the Cisco Certified Network Associate (CCNA) certification test and the Network + Certification test. After successfully completing the CCNA test the student will be recognized as a Cisco Certified Associate with Cisco Incorporated. Classes offered in the Cisco Router Networking Certificate program can be applied toward the AAS in Network Administration degree.

*Note: Many potential employers in this field require a criminal background check and drug screen. Graduates with certain criminal histories or positive drug screens may have difficulty finding employment after program completion.*

Courses in this program are offered primarily at the Richmond campus in Richmond. Some courses may also be offered at the Wharton campus.

<b>Cisco Router Networking Certificate</b>		
Course	Course Title	Semester Hours
ITSC 1305	Introduction to PC Operating Systems	3
ITSC 1325	Personal Computer Hardware	3
ITCC 1401	Cisco Exploration 1 – Network Fundamentals	4
ITCC 1404	Cisco Exploration 2 – Router and Routing Basics	4
ITCC 2408	Cisco Exploration 3 – LAN Switching and Wireless	4
ITCC 2410	Cisco Exploration 4 – Accessing the WAN	4
		22 semester hours

#### **COMPUTER SCIENCE: COMPUTER PROGRAMMING AAS DEGREE (CIP 11.0201)**

AAS Degree: 68 semester credit hours

The Computer Programming degree is designed to prepare students for entry-level career opportunities in software development, web design, and web application programming. The curriculum of the program includes an introduction to operating systems such as Microsoft Windows and Linux and various programming languages with an emphasis on Java. The degree program also includes a capstone software project that incorporates skills and abilities gained throughout the degree program such as gathering requirements, performing system analysis, writing programming code, and documenting.

Students must earn a grade of “C” or higher in the program capstone course (INEW 2330) in order to graduate. Some upper level universities will allow transfer credit from 24-44 hours of the technical credits toward a Bachelor of Applied Arts or Science degree. Contact the transfer institution for more information.



Several courses in the program may be articulated through local and/or Tech Prep agreements with area school districts. Students can earn college credit toward this program while still in high school. For more information, contact your high school Tech Prep coordinator or the program director.

*Note: Many potential employers in this field require a criminal background check and drug screen. Graduates with certain criminal histories or positive drug screens may have difficulty finding employment after program completion.*

The Computer Programming AAS degree is offered at the Richmond campus; however, some courses may be offered at other campuses or online.

<b>Computer Programming AAS Degree</b>		
Course	Course Title	Semester Hours
<b>Freshman/Semester I</b>		
COSC 1301	Introduction to Computing	3
ITSC 1305	PC Operating Systems	3
Math elective	MATH 1314 or higher	3
ITSE 1329	Programming Logic and Design	3
COSC 1436	Programming Fundamentals I	4
		16 semester hours
<b>Freshman/Semester II</b>		
ITSC 1307	UNIX Operating System I	3
COSC 1437	Programming Fundamentals II	4
ITSW 1307	Introduction to Database	3
ITSE 1311	Beginning Web Programming	3
ITNW 1325 or ITCC 1401	Fundamentals of Networking or Cisco Exploration Network Fundamentals	3-4
		16-17 semester hours
<b>Summer</b>		
GOVT 2305	Federal Government (Federal Constitution and Topics)	3
Math or Science Elective*	*Elective from AAS General Education Course List	3-4
		6-7 semester hours
<b>Sophomore/Semester I</b>		
ITSE 1350	System Analysis and Design	3
ITSE 2309	Database Programming	3
Arts, DRAM or MUSI Elective	Elective from AAS General Education Course List	3
ITSE 2302	Intermediate Web Programming	3
GOVT 2306	Texas Government (Texas Constitution and Topics)	3
		15 semester hours
<b>Sophomore/Semester II</b>		
ITSE 2321	Object-oriented Programming	3
INEW 2330 (CC)	Comprehensive Software Project: Planning and Design	3
INEW 2334	Advanced Web Programming	3
English 1301 or Elective	ENGL 1301 or CETT 1331, or any ITCC, ITSC, ITNW, ITSE, INEW, or CSIR course	3
Accounting/Business Elective	ACCT 2301, BUSI 1301 or MRKG 1301	3
		15 semester hours

### **COMPUTER SCIENCE: COMPUTER SIMULATION & GAME DEVELOPMENT AAS DEGREE (CIP 10.0304)**

AAS Degree: 71 semester credit hours

The focus of this degree is to give the students a solid understanding of the core concepts needed in computer gaming and computer simulations. Additionally, this degree provides basic understanding of other computer fields that require mathematical and graphic intensive computing.

Students must earn a grade of “C” or higher in the program capstone course (GAME 2359) in order to graduate.

Some upper level universities will allow transfer credit from 24-44 hours of the technical credits toward a Bachelor of Applied Arts or Science degree. Contact the transfer institution for more information.

*Note: Many potential employers in this field require a criminal background check and drug screen. Graduates with certain criminal histories or positive drug screens may have difficulty finding employment after the program completion.*

Computer Simulation and Game Development AAS is offered at the Richmond campus; however, some courses may be offered at other campuses or online.

<b>Computer Simulation &amp; Game Development AAS Degree</b>		
Course	Course Title	Semester Hours
<b>Freshman/Semester I</b>		
GAME 1303	Introduction to Game Design & Development	3
ITSC 1305	PC Operating Systems	3
MATH 1316	Trigonometry	3
GOVT 2305	Federal Government (Federal Constitution and Topics)	3
COSC 1436	Programming Fundamentals I	4
		16 semester hours
<b>Freshman/Semester II</b>		
ITSC 1307	UNIX Operating System I	3
ITSE 1311	Intro to Web Programming	3
ITSE 2321	Object-Oriented Programming	3
ITSE 1307	Introduction to C++ Programming	3
GAME 1336	Introduction to 3D Game Modeling	3
		15 semester hours
<b>Summer I</b>		
ENGL 1301	English Composition I	3
PHYS 1401	College Physics I	4
ARTS, DRAM, or MUSI	Any ARTS, DRAM, or MUSI course	3
		10 semester hours
<b>Sophomore/Semester I</b>		
GAME 1309	Introduction to Animation Programming (Pre-req MATH 1316 & GAME 1336)	3
GAME 2341	Game Scripting (Pre-req PHYS 1401)	3
ITSE 2331	Advanced C++ Programming	3
Local Needs	Android Programming	3
ARTV 2301	2-D Animation I	3
		15 semester hours
<b>Sophomore/Semester II</b>		
GAME 1353	Multi-User Game Programming I	3
GOVT 2306	Texas Government (Texas Constitution and Topics)	3
GAME 2303	Artificial Intelligence	3
ENGL 1302	Composition II	3
GAME 2359	Game & Simulation Group Project (Capstone Course)	3
		15 semester hours

**COMPUTER SCIENCE: DIGITAL MEDIA – AAS DEGREE** *(Pending THECB Approval)*

AAS Degree: 71 semester credit hours

There is one Computer Science: Digital Media degree with two available program specialties:

- Technical Services Specialty
- Web Design Specialty

Digital Media prepares students to create, develop, produce, and disseminate products utilizing or incorporating words or pictorial images to convey information, ideas, and feelings. Digital Media includes the family of market segments embracing the technologies of printing, publishing, packaging, electronic imaging, and their allied industries; they are often referred to as the graphic arts, print, or imaging industries.

Digital Media – Technical Services Specialty prepares students for technical support within the industry. Digital Media – Web Design Specialty focuses on web-based technologies within the Digital Media industry.

Students must earn a grade of “C” or higher in ITSE 1301, IMED 1301, ARTC 1302, ARTC 1305, and IMED 2313 in order to graduate.

Some upper level universities will allow transfer credit from 24-44 hours of the technical credits toward a Bachelor of Applied Arts or Science degree. Contact the transfer institution for more information.

Several courses in the program may be articulated through local and/or Tech Prep agreements with area school districts. Students can earn college credit toward this program while still in high school. For more information, contact your high school Tech Prep Coordinator or the program director.

*Note: Many potential employers in this field require a criminal background check and drug screen. Graduates with certain criminal histories or positive drug screens may have difficulty finding employment after program completion.*

---

**Computer Science: Digital Media/Technical Services Specialty AAS Degree (Pending THECB Approval)**

---

Digital Media – Technical Services Specialty AAS is offered at the Sugar Land campus; however, some courses may be offered at other campuses or online.

<b>Network Administration AAS Degree</b>		
Course	Course Title	Semester Hours
<b>Freshman/Semester I</b>		
COSC 1301	Introduction to Computing	3
ITSC 1305	PC Operating Systems	3
ENGL 1301	Composition I	3
ITSC 1325	Personal Computer Hardware	3
IMED 1301	Intro to Digital Media	3
		15 semester hours
<b>Freshman/Semester II</b>		
ENGL 1302	Composition II	3
ITNW 2305	Network Administration	3
ITSW 1307	Introduction to Database	3
ITSE 1301	Web Design Tools	3
MATH 1314	College Algebra	3
		15 semester hours
<b>Summer</b>		
HIST 1301	U.S. History I	3
*Science Elective	*Elective from AAS General Education Course List	4
GOVT 2305	Federal Government (Federal Constitution and Topics)	3
		10 semester hours
<b>Sophomore/Semester I</b>		
ARTC 1302	Digital Imaging I	3
ARTS, DRAM, or MUSI	Any ARTS, DRAM, or MUSI course	3
MATH 1324	Math for Business & Social Sciences I (Finite Math)	3
HIST 1302	U.S. History II	3
ITSY 1342	Information Technology Security	3
		15 semester hours

<b>Sophomore/Semester II</b>		
GOVT 2306	Texas Government (Texas Constitution and Topics)	3
ITNW 1325 or ITCC 1401	Fundamentals of Networking or Cisco I	3 or 4
ARTC 1305	Basic Graphic Design	3
PBAD 2339	Human Resources	3
IMED 2313	Project Analysis & Design (Capstone Course)	3
		15 or 16 semester hours

---

**Computer Science: Digital Media/Web Design Specialty AAS Degree** *(Pending THECB Approval)*

---

Digital Media – Web Design Specialty AAS is offered at the Sugar Land campus; however, some courses may be offered at other campuses or online.

<b>Network Administration AAS Degree</b>		
Course	Course Title	Semester Hours
<b>Freshman/Semester I</b>		
COSC 1301	Introduction to Computing	3
ITSC 1305	PC Operating Systems	3
ENGL 1301	Composition I	3
ITSE 1329	Programming Logic & Design	3
IMED 1301	Intro to Digital Media	3
		15 semester hours
<b>Freshman/Semester II</b>		
ENGL 1302	Composition II	3
ITSE 1311	Beginning Web Programming	3
ITSW 1307	Introduction to Database	3
ITSE 1301	Web Design Tools	3
MATH 1314	College Algebra	3
		15 semester hours
<b>Summer</b>		
HIST 1301	U.S. History I	3
*Science Elective	*Elective from AAS General Education Course List	4
GOVT 2305	Federal Government (Federal Constitution and Topics)	3
		10 semester hours
<b>Sophomore/Semester I</b>		
ARTC 1302	Digital Imaging I	3
ARTS, DRAM, or MUSI	Any ARTS, DRAM, or MUSI course	3
MATH 1324	Math for Business & Social Sciences I (Finite Math)	3
HIST 1302	U.S. History II	3
ITSE 2302	Intermediate Web Programming	3
		15 semester hours
<b>Sophomore/Semester II</b>		
GOVT 2306	Texas Government (Texas Constitution and Topics)	3
INEW 2334	Advanced Web Programming	3
ARTC 1305	Basic Graphic Design	3
PBAD 2339	Human Resource Management in Public Sectors	3
IMED 2313	Project Analysis & Design (Capstone Course)	3
		15 semester hours

**COMPUTER SCIENCE: NETWORK ADMINISTRATION AAS DEGREE** *(CIP 11.0901)*

AAS Degree: 68 semester credit hours

The Network Administration AAS degree program is designed to prepare students for position in the networking field. The curriculum of the program covers planning, implementing, managing, and troubleshooting a network infrastructure. Topics include Microsoft client and server operating systems, Unix

client and server operating systems, PC hardware, network hardware, routing, security, and critical server applications. Several classes in the Network Administration curriculum prepare students to obtain industry certifications. Classes offered in the Cisco Router Networking certificate program and the PC Technical Support certificate program can also be applied toward the AAS in Network Administration degree.

Some upper level universities will allow transfer credit from 24-44 hours of the technical credits toward a Bachelor of Applied Arts or Science degree. Contact the transfer institution for more information.

Students must earn a grade of "C" or higher in the program capstone course (INEW 2330) in order to graduate.

Several courses in the program may be articulated through local and/or Tech Prep agreements with area school districts. Students can earn college credit toward this program while still in high school. For more information, contact your high school Tech Prep Coordinator or the program director.

*Note: Many potential employers in this field require a criminal background check and drug screen. Graduates with certain criminal histories or positive drug screens may have difficulty finding employment after program completion.*

Network Administration AAS is offered at the Richmond campus; however, some courses may be offered at other campuses or online.

<b>Network Administration AAS Degree</b>		
Course	Course Title	Semester Hours
<b>Freshman/Semester I</b>		
COSC 1301	Introduction to Computing	3
ITSC 1305	PC Operating Systems	3
MATH 1314	College Algebra	3
ITSE 1329 or COSC 1436	Programming Logic and Design or Programming Fundamentals I	3-4
ITSC 1325	Personal Computer Hardware	3
		15-16 semester hours
<b>Freshman/Semester II</b>		
CSIR 2351	Fiber Optic Communication System Installation and Repair	3
ITNW 2305	Network Administration	3
ITSC 1307	Unix Operating System I	3
ENGL 1301	Composition I	3
ITCC 1401	Cisco Exploration 1 Network Fundamentals	4
		16 semester hours
<b>Summer</b>		
ITCC 1404	Cisco Exploration 2 Routing Protocols and Concepts	4
GOVT 2305	Federal Government (Federal Constitution and Topics)	3
		6 semester hours
<b>Sophomore/Semester I</b>		
ITSY 1342	Information Technology Security	3
ITNW 1345	Implementing Network Directory Services	3
ITSC 1358	Unix Administration I	3
Elective	Science Elective or CETT 1331, or any ITSC, ITCC, ITNW, IMED, ITSW, or ITSE course	3
ENGL 1302	Composition II	3
		15 semester hours
<b>Sophomore/Semester II</b>		
ITNW 2311	Implementing Mail Servers	3
ITNW 2335	Network Troubleshooting and Support	Capstone Course 3
ITNW 2352	Administering SQL Server	3
Elective**	Science Elective or CETT 1331, or any ITSC, ITCC, ITNW, IMED, ITSW, or ITSE course	3
ARTS, DRAM, or MUSI Elective*	*Elective from AAS General Education Course List	3
<b>**At least 6 SCH of science should be taken if planning to continue on to 4-year degree</b>		15 semester hours

**COMPUTER SCIENCE: PC TECHNICAL SUPPORT CERTIFICATE (CIP 11.0901)**

Certificate: 30-31 semester credit hours

The PC Technical Support certificate program is designed to prepare students for entry-level desktop support positions. Typical job duties may include providing hardware and software technical assistance to end users, resolving basic computer and network problems, installing or repairing hardware and software, and training end users. The curriculum of the program includes PC operating systems such as Microsoft Windows and Linux, PC and Network hardware, end-user application software, troubleshooting techniques, customer service skills, and basic networking techniques. Several classes in the curriculum prepare students to obtain industry certifications, such as IC3 and CompTIA A+. Classes offered in the PC Technical Support certificate program can also be applied toward the AAS in Network Administration degree.

Students must earn a grade of “C” or higher in the program capstone course (INEW 2330) in order to graduate.

*Note: Many potential employers in this field require a criminal background check and drug screen. Graduates with certain criminal histories or positive drug screens may have difficulty finding employment after program completion.*

Courses in this program are primarily offered at the Wharton and Richmond campuses.

<b>PC Technical Support Certificate</b>		
Course	Course Title	Semester Hours
<b>Semester I</b>		
COSC 1301	Introduction to Computing	3
ITSC 1305	PC Operating Systems	3
ITSC 1325	Personal Computer Hardware	3
ITSE 1329	Programming Logic and Design	3
MRKG 1301	Customer Relationship Management	3
		15 semester hours
<b>Semester II</b>		
ITSW1307 or ITSE 1311	Introduction to Database or Beginning Web Programming	3
ITNW 1325 or ITCC 1401	Fundamentals of Networking, or Cisco Exploration – Network Fundamentals	3-4
ITSC 1307	UNIX Operating System I	3
ITNW 2305	Network Administration	3
ITSC 2339	Personal Computer Help Desk (Capstone Course)	3
		15-16 semester hours

**COMPUTER SCIENCE: MARKETABLE SKILLS ACHIEVEMENT AWARDS****JAVA MARKETABLE SKILLS ACHIEVEMENT AWARD**

Achievement Award: 12 semester credit hours

This award signifies that student understands and is able to analyze, design, code, test, debug, and implement theoretical concepts in data structure and application development including: Classes, GUIs, and Applets.

Marketable Skills Achievement Awards are embedded into AAS and / or certificate program plans. Upon completion of the series of courses, fill out application with the registrar to ensure that your award is included on your transcript.

<b>JAVA Marketable Skills Award</b>		
Course	Course Title	Semester Hours
<b>First Year/Semester I</b>		
COSC 1436	Programming Fundamentals I	4
<b>First Year/Semester II</b>		
COSC 1437	Programming Fundamentals II	4

<b>Second Year/Semester I</b>		
COSC 2436	Programming Fundamentals III	4
		12 semester hours

### **LOCAL AREA NETWORK (LAN) MARKETABLE SKILLS ACHIEVEMENT AWARD**

Achievement Award: 12 semester credit hours

This marketable skills award will provide education and training for individuals interested in developing their knowledge and skills as network professionals with emphasis on preparation for those wishing to take the CCNA certification exam.

Marketable Skills Achievement Awards are embedded into AAS and / or certificate program plans. Upon completion of the series of courses, fill out application with the registrar to ensure that your award is included on your transcript.

<b>Local Area Network (LAN) Marketable Skills Award</b>		
Course	Course Title	Semester Hours
<b>First Year/Semester I</b>		
ITCC 1401	Cisco Exploration 1-Network Fundamentals	4
<b>First Year/Semester II</b>		
ITCC 1404	Cisco Exploration 2-Routing Protocols and Concepts	4
<b>Second Year/Semester I</b>		
ITCC 2408	Cisco Exploration 3-LAN Switching and Wireless	4
		12 semester hours
Recommended		
ITCC 2410	Cisco Exploration 4-Accessing the WAN	4

### **COSMETOLOGY CERTIFICATE (CIP 12.0401)**

Certificate: 41 semester credit hours

The certificate program in cosmetology prepares students by developing positive attitudes as well as skills and technical knowledge necessary for competency in the field of cosmetology. The program is open to both female and male applicants, and allows students the opportunity to complete the State Cosmetology Board Examination. The student must have a 2.0 overall GPA to receive a certificate.

#### **ENTRANCE REQUIREMENTS**

1. Complete the Nelson-Denny Reading Test. The test is given by appointment at the WCJC Testing Centers. Students must have an application on file with WCJC prior to testing.
2. Selection of students accepted into the Cosmetology program is based on the ranking of the Nelson-Denny Reading Test results.
3. All admission requirements must be met with Wharton County Junior College.

Testing Center information for each campus is available online at [www.wcjc.edu](http://www.wcjc.edu) or by calling the Wharton campus at 1-800-561-9252 ext. 6386.

#### **PLAN OF INSTRUCTION**

The cosmetology certificate program consists of 12 calendar months (regular pace) or 11 months (fast pace); students register for each semester (Fall, Spring, & Summer). New students are only accepted for Fall and Spring semesters. Evening classes are also available (18 Months). The program is offered in Wharton only. Inquiries concerning admission and registration should be directed to the Cosmetology Department at 979-532-6422.

*Capstone Experience:* Mock State Board Exam

*State Board Exam:* Upon satisfactory completion of the program, students are eligible to apply to take the state board examination to become licensed as cosmetologists.

<b>Cosmetology Certificate</b>		
Course	Course Title	Semester Hours
<b>Semester I</b>		
CSME 1401	Orientation to Cosmetology	4
CSME 1505	Fundamentals of Cosmetology	5
CSME 1310	Introduction to Hair Cutting & Related Theory	3
CSME 2202	Introduction to Application of Hair Color	2
		14 semester hours
<b>Semester II</b>		
CSME 1551	Artistry of Hair Theory and Practice	5
CSME 1453	Chemical Reformation & Related Theory	4
CSME 2501	The Principles of Hair Coloring & Related Theory	5
CSME 2237	Advanced Cosmetology Techniques	2
		16 semester hours
<b>Semester III</b>		
CSME 2441	Preparation for State Licensing Examination	4
CSME 2343	Salon Development	3
CSME 2439	Advanced Hair Design	4
		11 semester hours

### **Dental Hygiene AAS Degree (CIP 51.0602)**

AAS Degree: 72 semester credit hours

The Dental Hygiene program consists of a combination of subject matter, experiences, and general liberal-arts courses designed to prepare a person to provide dental hygiene services to patients. The dental hygienist's primary functions include oral prophylaxis, taking and processing radiographs, and oral-health education.

The program is fully accredited by the Commission on Dental Accreditation of the American Dental Association; a specialized accrediting body recognized by the Council on Post-secondary Accreditation and by the United States Department of Education and is approved by the Texas State Board of Dental Examiners (TSBDE). Graduates of the program are eligible to take the National Board Examination and Western Regional Board Examination for licensure.

Students entering the Dental Hygiene program should have a strong science background; therefore, four hours of college chemistry with a minimum grade of "C" is strongly recommended. Special consideration for acceptance will be given to applicants meeting this recommendation.

The program is only offered at the Wharton campus.

### **ADMISSION REQUIREMENTS AND PROCEDURES**

The Dental Hygiene program has a limited enrollment. Prerequisites for acceptance into the freshman Dental Hygiene class are:

1. Eligibility for admission to Wharton County Junior College
2. Evidence of high school chemistry (2 semesters) or equivalent (4 hours college CHEM 1405 or 1411) with a minimum grade of "C"
3. ACT: Minimum reading score of 18, minimum composite score of 19 on the national American College Test (ACT); taken within 5 years of admission to the program, or pre-approved equivalent
4. Evidence of college credit in Human Anatomy and Physiology I and II (8 hours; BIOL 2401 and BIOL 2402) with a minimum grade of "C"
5. Minimum 2.5 GPA in requisite courses



<b>Dental Hygiene Program – Co-requisite Courses</b>		
Course	Course Title	Semester Hours
<b>Co-requisite Courses</b>		
BIOL 2420**	Microbiology	4
ENGL 1301	Composition I	3
PSYC 2301	General Psychology	3
SOCI 1301	Introduction to Sociology	3
Humanities/Visual/ Performing Arts elective*	*Elective from AAS General Education Course List	3
**Taken within the last 5 years		16 semester hours

### **Application Submission Process**

Applicants must submit the following **no later than December 1<sup>st</sup>** to be considered for early selection and **no later than May 31<sup>st</sup>** for final selection:

1. High school and college transcripts to the Office of Admission and Registration and to the Director of Dental Hygiene
2. ACT scores to the Office of the Admissions and Registration and to the Director of Dental Hygiene (national test preferred)
3. Dental Hygiene Application form to the Director of Dental Hygiene
4. Documentation of Hepatitis B immunization, completion, or in progress
5. Submit evidence of college credit in 8 hours; BIOL 2401 and BIOL 2402 with a minimum grade of “C” to the Director of Dental Hygiene
6. Submit proof of dental work experience, if applicable, to the Director of Dental Hygiene

Detailed application instructions are included in the application packet that is available by contacting the Dental Hygiene Department or online

at: [www.wcje.edu\\_programs\\_n/allied\\_health/dental\\_hygiene/default.asp](http://www.wcje.edu_programs_n/allied_health/dental_hygiene/default.asp)

### **ACCEPTANCE INTO PROGRAM**

Upon selection to the program, full acceptance is contingent upon the following:

1. Remittance of a non-refundable deposit of \$125 to secure final admission
2. Proof of current American Heart Association Health Care Provider CPR certification
3. Proof of required immunizations: Hepatitis B series, measles, mumps, rubella, varicella
4. Documentation of annual tuberculosis screening; positive results require follow-up
5. Completion of technical standards and health information form
6. Completion of satisfactory criminal background check

### **CRIMINAL BACKGROUND CHECKS**

Most clinical facilities require that criminal background checks be completed prior to allowing students to participate in clinical training at their facilities. The Texas State Board of Dental Examiners may deny application for licensure because of a person’s conviction under state or federal law of a felony or misdemeanor that directly relates to the duties and responsibilities of the profession for which the person seeks licensure.

Therefore, applicants conditionally accepted into the WCJC Dental Hygiene program will be required to complete a criminal background check.

Final acceptance into the program is contingent upon a satisfactory background check which will be completed by an approved agency. An applicant with an unsatisfactory criminal background check must confer with the Director of Dental Hygiene prior to being eligible to receive full acceptance and enroll in the program. The cost of the criminal background check will be at the applicant’s expense and is approximately \$55 (detailed information is available in the application packet).

In order to receive full acceptance for enrollment in the Dental Hygiene Program, an applicant with an unsatisfactory criminal background check must obtain a Criminal History Evaluation (CHE) from the TSBDE to ensure licensure eligibility upon graduation. [http://www.tsbde.state.tx.us/index.php?option=com\\_content&task=view&id=154&Itemid=144](http://www.tsbde.state.tx.us/index.php?option=com_content&task=view&id=154&Itemid=144). If you have been charged and/or convicted of any misdemeanor or felony (other than a traffic violation) you must submit the CHE to the TSBDE **90 days prior to the application deadline**. The CHE will then be complete if you are selected into the class or if you have alternate status; and will not prevent final acceptance into the program.

## EXPENSES

Each Dental Hygiene student must purchase instruments, supplies, pin, and insurance costing approximately \$2,700. Scholarships are available and students may contact the Financial Aid office for information.

**CAPSTONE EXPERIENCE:** During the last semester of the program, the capstone experience consists of a Mock National Board Dental Hygiene Examination that tests comprehensive cognitive abilities. The Mock examination assesses the ability to understand important information from basic biomedical, dental, and dental hygiene sciences and also the ability to apply such information in a problem-solving context. Successful completion of the mock examination is a pre-requisite to taking the National Board Dental Hygiene Examination *prior* to graduation.

<b>Dental Hygiene AAS Degree</b>		
Course	Course Title	Semester Hours
<b>Prerequisite Courses</b>		
BIOL 2401	Human Anatomy & Physiology I	4
BIOL 2402	Human Anatomy & Physiology II	4
		8 semester hours
<b>Freshman/Semester I - Fall</b>		
DHYG 1301	Orofacial Anatomy, Histology & Embryology	3
DHYG 1311	Periodontology	3
DHYG 1431	Preclinical Dental Hygiene	4
BIOL 2420	Microbiology	4
Humanities/Visual/ Performing Arts elective*	*Elective from AAS General Education Course List	3
		17 semester hours
<b>Freshman/Semester II - Spring</b>		
DHYG 1339	General & Oral Pathology	3
DHYG 1304	Dental Radiology	3
DHYG 1261	Clinical Dental Hygiene I	2
DHYG 1227	Preventive Dental Hygiene Care	2
DHYG 1307	General & Dental Nutrition	3
ENGL 1301	Composition I	3
		16 semester hours
<b>Summer I</b>		
DHYG 1319	Dental Materials	3
		3 semester hours
<b>Sophomore/Semester I - Fall</b>		
DHYG 1235	Pharmacology for the Dental Hygienist	2
DHYG 2362	Clinical Dental Hygiene II	3
DHYG 1315	Community Dentistry	3
DHYG 2201	Contemporary Dental Hygiene Care I	2
SOCI 1301	Introduction to Sociology	3
		13 semester hours

<b>Sophomore/Semester I - Spring</b>		
DHYG 2363	Clinical Dental Hygiene III	3
DHYG 2231	Contemporary Dental Hygiene Care II	2
DHYG 2253	Dental Hygiene Practice	2
DHYG 1271	Service Learning for Local Need	2
SPCH elective	SPCH 1315, SPCH 1318 or SPCH 1321	3
PSYC 2301	General Psychology	3
		15 semester hours

### **EARLY CHILDHOOD: MARKETABLE SKILLS AWARD, CERTIFICATE AND AAS DEGREE (CIP 19.0706)**

CERTIFICATE: 36-38 semester credit hours

AAS Degree: 64-66 semester credit hours

#### **ADMISSION REQUIREMENTS**

Documentation must be provided and/or on file for the following within the first week of your first Early Childhood course:

1. A signed statement that you have read and agree to abide by the Texas Minimum Standards for day care centers.
2. Criminal History Statement as required by the Texas Department of Protective and Regulatory Services – *This will be submitted for verification and may include a minimal fee to the student.*

The following types of criminal convictions permanently bar a student from childcare operations: Felony convictions of an offense under The Texas Penal Code or any like offense under the law of another state or federal law:

- Title 4: Inchoate Offenses (Chapter 15 Preparatory Offenses 15.031)
- Title 5: Offenses Against the Person (Chapter 19, 20, 21, 22)
- Title 6: Offenses Against the Family (Chapter 25)
- Title 7: Offenses Against Property (Chapter 29)
- Title 8: Offenses Against Public Administration (Chapter 38)
- Title 9: Offenses Against Public Order and Decency (Chapter 42, 43 Subchapter A&B)
- Title 10: Offenses Against Public Health, Safety, and Morals (Chapter 46, 49)
- Offenses under the Health and Safety Code: Chapter 481. Texas Controlled Substance Act (Subchapter D. Offenses and Penalties)

Deferred Adjudication is treated the same as a conviction until the probation is successfully completed. Any types of central registry findings such as sustained findings of physical or sexual abuse also permanently bars the student from childcare operations. Students with other misdemeanor or felony indictments, convictions or complaints may not enroll in child development courses until the Texas Department of Protective and Regulatory Services completes an assessment of risk. This may take several months.

3. Confirmation that confidentiality and professional discretion will be observed at all times.

Students must earn a grade of “C” or higher in the program capstone course (CDEC 2386) in order to graduate.

Several courses in the program may be articulated through local and/or Tech Prep agreements with area school districts. Students can earn college credit toward this program while still in high school. For more information, contact your high school Tech Prep coordinator or the program director.

#### **MARKETABLE SKILLS AWARD**

Upon the recommendation of the Early Childhood Advisory Board, the department offers a Marketable Skills Achievement Award of 9 semester credit hours in curriculum and lesson planning for early childhood programs. Courses in the award are designed to develop an employee’s lesson planning skills for children ages 0-8 years, and all courses can be applied toward the completion of the Level I Early Childhood Certificate and the Associate of Applied Science Degree in Early Childhood Development.

<b>Early Childhood: Marketable Skills Award</b>		
Course	Course Title	Semester Hours
<b>Fall Semester</b>		
CDEC 1313	Curriculum Resources for Early Childhood Programs	3
<b>Spring Semester</b>		
CDEC 1356	Emergent Literacy for Early Childhood	3
CDEC 2307	Math and Science for Early Childhood	3
		9 semester hours

### **EARLY CHILDHOOD CERTIFICATE**

THEA Waived, Level I Certificate

This course of study is designed to prepare students for a career in early childhood/child development instruction or administration. Students who wish to take coursework for director's credentials should select CDEC 2426 and CDEC 2428 to satisfy the business courses needed to become a child care director. The program will provide lower-level technical courses (non-transferable) for continuing educational experience to satisfy state (Texas Department of Protective and Regulatory Services) and national (The Council for Early Childhood Professional Recognition) credential requirements. Students who plan to continue their education in the AAS degree program are strongly advised to enroll in PSYC 1300 Learning Framework to enhance their learning strategies.

<b>Early Childhood Certificate</b>		
Course	Course Title	Semester Hours
<b>Semester I</b>		
CDEC 1319	Child Guidance	3
CDEC 1321	Infant and Toddler	3
CDEC 2426 or TECA 1303	Administration of Programs for Children I or Family, School and the Community	3-4
CDEC 1358	Creative Arts for Early Childhood	3
CDEC 1313	Curriculum Resources	3
		15-16 semester hours
<b>Semester II</b>		
CDEC 1356	Emergent Literacy for Early Childhood	3
CDEC 2307	Math and Science for Early Childhood	3
CDEC 1359	Children with Special Needs	3
CDEC2341	The School-Aged Child	3
CDEC 2428 or TECA 1318	Administration of Programs for Children II or Wellness of the Young Child	3-4
		15-16 semester hours
<b>Semester III-Summer</b>		
COSC 1301	Introduction to Computing	3
CDEC 2386	Internship-Child Care Provider/Assistant (Capstone Course)	3
		6 semester hours

### **EARLY CHILDHOOD/CHILD DEVELOPMENT AAS DEGREE**

This is a workforce program designed to prepare students for an early childhood career that does not require teacher certification. Additionally, the program will provide lower-level academic and technical courses for continuing educational experiences to satisfy state (Texas Department of Protective & Regulatory Services) and National (The Council for Early Childhood Professional Recognition) credential education requirements. The department strongly advises students to enroll in PSYC 1300 Learning Framework in their first semester to enhance their learning strategies for the AAS degree.

*This program may be eligible for transfer credit to a Bachelor of Applied Science degree (BAS) if students take the general education courses marked with an asterisk (\*).*

<b>Early Childhood/Child Development AAS Degree</b>		
Course	Course Title	Semester Hours
<b>Freshman/Semester I - Fall</b>		
ENGL 1301	Composition I	3
TECA 1303	Family, School and the Community	3
CDEC 1358	Creative Arts for Early Childhood	3
CDEC 1313	Curriculum Resources for Early Childhood Program	3
CDEC 1319	Child Guidance	3
		15 semester hours
<b>Freshman/Semester II - Spring</b>		
COSC 1301	Introduction to Computing	3
TECA 1318	Wellness of the Young Child	3
CDEC 1359	Children with Special Needs	3
CDEC 1356	Emergent Literacy for Early Childhood	3
CDEC 2307	Math and Science for Early Childhood	3
SPCH 1315	Public Speaking	3
		18 semester hours
<b>Sophomore/Semester I - Fall</b>		
CDEC elective or ENGL 1302	CDEC 1321, CDEC 2341, CDEC 1323, or ENGL 1302 Composition II	3
Math/Natural Science elective*	*Elective from AAS General Education Course List	3
CDEC 2426	Administration of Programs for Children I	3
TECA 1311	Educating Young Children	3
PSYC 2301, HIST 1301, or GOVT 2305	Introduction to Psychology, U.S. History or Federal Government (Federal Constitution and Topics)	3
		15 semester hours
<b>Sophomore/Semester II – Spring</b>		
CDEC 2428 OR CDEC 2315	Administration of Programs for Children II or Diverse Cultural and Multilingual Education	3-4
CDEC elective or GOVT 2306	CDEC 1321, CDEC 2341, CDEC 1323, or Texas Government (Texas Constitution and Topics)	3
TECA 1354	Child Growth and Development	3
Performing/Visual Arts elective	Humanities/Performing/Visual Arts elective; Elective from AAS General Education Course List	3
CDEC 2386	Internship-Child Care Provider/Assistant (Capstone Course)	3
		15-16 semester hours

### **ELECTRONICS ENGINEERING TECHNOLOGY AAS DEGREE (CIP 15.0303)**

AAS Degree: 72 semester credit hours

Organized learning experiences leading to the Associate of Applied Science degree include theory and laboratory work as each relates to planning, producing, testing, assembling, installing, and maintaining electronic equipment: communications, industrial electronics, computer and computer interfaces, digital systems, robotic equipment, PLCs, and microprocessors. Program emphases are on system and component level troubleshooting, device characteristics, and circuits. Instruction is designed to develop knowledge, understanding, and skills essential for employment in industries relying on electronic means for communication, transport, manufacturing and process control, information processing, and in most electronic service occupations.

The program in electronics technology provides work-place experiences recommended by the U.S. Department of Labor Secretary's Commission on Achieving Necessary Skills (SCANS).

All students entering CETT 1403 or CETT 1425 must be enrolled in or have credit for MATH 1314.

Students may begin the program in the fall or spring semester; students beginning in the spring semester will take CETT 1321 in the following fall.

Students must earn a grade of “C” or higher in the program capstone course (CETT 2349) in order to graduate.

Several courses in the program may be articulated through local and/or Tech Prep agreements with area school districts. Students can earn college credit toward this program while still in high school. For more information, contact your high school Tech Prep coordinator or the program director.

<b>Electronics Engineering Technology AAS Degree</b>		
Course	Course Title	Semester Hours
<b>Freshman/Semester I-Fall</b>		
CETT 1321	Electronic Fabrication	3
ENGL 1301	Composition I	3
MATH 1314**	College Algebra	3
Social and Behavioral Sciences elective*	*Elective from AAS General Education Course List	3
**Students may enroll in MATH 2312 and 2413 (Calculus) if qualified		12 semester hours
<b>Freshman/Semester II-Spring</b>		
CETT 1403	D.C. Circuits	4
CETT 1425	Digital Fundamentals	4
ENGL 2311	Technical Report Writing	3
MATH 1316	Trigonometry	3
		14 semester hours
<b>Sophomore/Semester I-Fall</b>		
CETT 1405	A.C. Circuits	4
CETT 1429	Solid State Devices	4
CETT 1449	Digital Systems	4
Humanities or Performing /Visual Arts elective*	*Elective from AAS General Education Course List	3
		15 semester hours
<b>Sophomore/Semester II-Spring</b>		
CETT 1331	Programming for Discrete Electronic Devices	3
CETT 1341	Solid State Circuits	3
CETT 1445	Microprocessors	4
CETT 1457	Linear Integrated Circuits	4
EECT 1303	Introduction to Telecommunications	3
		17 semester hours
<b>Sophomore/Semester III-Fall</b>		
ELMT 1301	Programmable Logic Controllers	3
ELMT 2433	Industrial Electronics	4
EECT 2439	Communications Circuits	4
CETT 2349	Research & Project Design	3
		14 semester hours

### **EMERGENCY MEDICAL TECHNOLOGY: CERTIFICATE, MARKETABLE SKILLS AWARD AND AAS DEGREE**

*(CIP 51.0904)*

CERTIFICATE: 39 semester credit hours

MARKETABLE SKILLS AWARD: 12 semester credit hours

AAS DEGREE: 66 semester credit hours

These courses prepare students as emergency medical care providers in a pre-hospital setting. Persons certified as EMT-Paramedics provide a higher level of care as specified by the Texas Department of state Health and the National Registry of EMT's. The EMS program is nationally accredited by the Commission on Accreditation of Allied Health Educational Programs (CAAHEP).

Courses are offered at the Wharton and Richmond campuses.

Emergency Medical Technician Certificate of Paramedic program is a 1 year certificate course of study that earns the student up to 39 semester credit hours that can be matriculated into the EMT/Paramedic Associate of Applied Science degree at a later date.

## ENTRANCE REQUIREMENTS

1. TSI Reading requirement met.
2. Complete an application to the EMS Program.
3. Must meet all admission requirements to Wharton County Junior College.
4. Students must first complete the EMT program prior to enrolling in the EMT-Paramedic course.
5. Students must have a current Health Care Provider CPR card from the American Heart Association prior to entering the course. Students not current in Health Care Provider CPR should refer to the WCJC Continuing Education schedule for course offerings.

## PARAMEDIC CERTIFICATE

Paramedic Certificate			
Course	Course Title		Semester Hours
<b>Semester I – EMT</b>			
EMSP 1401	Emergency Medical Technician		4
EMSP 1260	EMT- Clinical	(Capstone Course)	2
			6 semester hours
<b>Semester II – Fall</b>			
<b>Paramedic I</b>			
EMSP 1338	Introduction to Advanced Practice		3
EMSP 1355	Trauma Management		3
EMSP 1356	Patient Assessment & Airway Management		3
EMSP 2260	Intermediate EMT – Clinical	(Capstone Course)	2
EMSP 2444	Cardiology		4
EMSP 2261	EMT – Paramedic Clinical I	(Capstone Course)	2
			17 semester hours
<b>Semester III – Spring</b>			
<b>Paramedic II</b>			
EMSP 2338	EMS Operations		3
EMSP 2243	Assessment Based Management		2
EMSP 2330	Special Populations		3
EMSP 2434	Medical Emergencies		4
EMSP 2248	Pharmacology		2
EMSP 2262	EMT – Paramedic Clinical II	(Capstone Course)	2
			16 semester hours

## EMERGENCY MEDICAL SERVICES AAS DEGREE

This program is designed to prepare students for a career in emergency medical services. Students completing the first semester may apply for EMT-certification. Students completing the additional occupational and general education courses will earn an AAS in Emergency Medical Services which broadens and heightens their educational and career opportunities and portability.

Emergency Medical Services AAS Degree			
Course	Course Title	Core Component	Semester Hours
<b>Freshman/Semester I</b>			
EMSP 1401	Emergency Medical Technician		4
EMSP 1260	EMT- Clinical	(Capstone Course)	2
ENGL 1301	Composition I		3
BIOL 2401	Human Anatomy & Physiology I		4
SOCI 1301 or PSYC 2301	Introduction to Sociology or General Psychology		3
			16 semester hours
<b>Freshman/Semester II</b>			
SPCH 1318	Interpersonal Communications		3
COSC 1301	Introduction to Computing		3
BIOL 2402	Human Anatomy & Physiology II		4
MATH elective	Any college level MATH course		3

Humanities or Visual/ Performing Arts elective*	*Elective from AAS General Education Course List	3	
		16 semester hours	
<b>Sophomore/Semester I</b>			
EMSP 1338	Introduction to Advanced Practice	3	
EMSP 1355	Trauma Management	3	
EMSP 1356	Patient Assessment & Airway Management	3	
EMSP 2260	Intermediate EMT –Clinical	Capstone Course	2
EMSP 2444	Cardiology	4	
EMSP 2261	EMT – Paramedic Clinical I	Capstone Course	2
		17 semester hours	
<b>Sophomore/Semester II</b>			
EMSP 2338	EMS Operations	3	
EMSP 2243	Assessment Based Management	2	
EMSP 2330	Special Populations	3	
EMSP 2434	Medical Emergencies	4	
EMSP 2248	Pharmacology	2	
EMSP 2262	EMT – Paramedic Clinical II	Capstone Course	2
PHED elective	Any PHED activity course	1	
		17 semester hours	

MARKETABLE SKILLS AWARD: EMSP 1401  
EMSP 1260  
EMSP 1355  
EMSP 1356

\*This will be awarded after the completion of Paramedic I Semester\*

#### **ENGINEERING DESIGN: CERTIFICATES AND AAS DEGREE (CIP 15.1301 and CIP 15.1303)**

TECH PREP PROGRAM

CERTIFICATES: 24 semester credit hours Architectural Certificate

24 semester credit hours CAD Certificate

AAS Degree: 66 semester credit hours

#### **ENGINEERING DESIGN: ARCHITECTURAL DESIGN CERTIFICATE**

This certificate program in architectural design is recommended for those individuals who have a desire to pursue a career in architectural residential design as an apprentice or trainee. This program provides students with learning experiences in computer-aided design, architectural (residential) design, and structural design.

<b>Architectural Design Certificate</b>		
Course	Course Title	Semester Hours
DFTG 1405	Technical Drafting	4
DFTG 1409	Basic Computer-Aided Drafting	4
DFTG 1410	Specialized Basic Computer-Aided Drafting (CAD)	4
DFTG 1417	Architectural Drafting-Residential	4
DFTG 2432	Advanced computer-Aided Drafting	4
DFTG 1493	Special Topics in Civil Drafting and Civil Engineering CAD/CADD	4
		24 semester hours

#### **ENGINEERING DESIGN: COMPUTER-AIDED DRAFTING (CAD) CERTIFICATE**

The certificate program in computer-aided drafting is recommended for the individual who has prior drafting experience and wishes to update his/her skills. Manual drafting skills recommended through Tech-Prep, college transfer, high school courses or work experience.



<b>Computer-Aided Drafting (CAD) Certificate</b>		
Course	Course Title	Semester Hours
DFTG 1405	Technical Drafting	4
DFTG 1409	Basic Computer-Aided Drafting	4
DFTG 1410	Specialized Basic Computer-Aided Drafting (CAD)	4
DFTG 2419	Intermediate Computer-Aided Drafting	4
DFTG 2436	Computer-Aided Drafting Programming	4
DFTG 2440	Solid Modeling/Design	4
		24 semester hours

### **ENGINEERING DESIGN AAS DEGREE/TECH PREP PROGRAM**

The program in engineering design is a four-semester course of study leading to an Associate of Applied Science degree. Specialized learning experiences include the implementation of computer-aided design software in various design disciplines. Instruction emphasizes the development of technical knowledge and drafting skills that are essential to the successful entrance in the job market as a design technician.

Former students have been employed as pipe designers, architectural designers, tool designers, civil designers, structural detail designers, electrical designers, and job estimators.

The Engineering Design program provides work-place experiences recommended by the U.S. Department of Labor Secretary's Commission on Achieving Necessary Skills (SCANS).

Several courses in the program may be articulated through local and/or Tech-Prep agreements with area school districts. Students can earn college credit toward this program while still in high school. For more information, contact our high school Tech-Prep coordinator or the program director.

**Students entering the program must take all three parts of the THEA test to determine if any remediation is necessary.**

Some upper level universities will allow you to transfer anywhere from 24-44 hours of your technical credit toward a Bachelor of Applied Arts or Science degree. Contact your transfer university for information.

<b>Engineering Design AAS Degree</b>		
Course	Course Title	Semester Hours
<b>Freshman/Semester I</b>		
DFTG 1405	Technical Drafting	4
DFTG 1409	Basic Computer-Aided Drafting	4
MATH 1314	College Algebra	3
ENGL 1301	Composition I	3
		14 semester hours
<b>Freshman/Semester II</b>		
MATH 1316	Trigonometry	3
DFTG 1410	Specialized Basic Computer-Aided Drafting (CAD)	4
DFTG 1417	Architectural Drafting, Residential	4
DFTG 2419	Intermediate Computer-Aided Drafting	4
		15 semester hours
<b>Sophomore/Semester I</b>		
DFTG 1493	Special Topics in Civil/Structural Design	4
DFTG 2406	Machine Design	4
DFTG 2407	Electrical Drafting	4
DFTG 2436	Computer-Aided Drafting Programming	4
ENGL 1302	Composition II	3
		19 semester hours
<b>Sophomore/Semester II</b>		
DFTG 2423	Pipe Drafting	4
DFTG 2440	Solid Modeling/Design	4
DFTG 2432	Advanced Computer-Aided Drafting	4

Social and Behavioral Science elective*	*Elective from AAS General Education Course List	3
Humanities or Performing /Visual Arts elective*	*Elective from AAS General Education Course List	3
		18 semester hours

### ENGINEERING DESIGN: CONSTRUCTION MANAGEMENT AAS DEGREE

AAS Degree: 69 semester credit hours

The Construction Management program is a five-semester course of study leading to an Associate of Applied Science degree. Students in the program will gain the knowledge and skills to join the commercial and residential construction industry in a leadership capacity. Coursework for the degree includes construction management, engineering graphics, mechanical and electrical systems, materials, estimating, construction documents, construction safety and basic surveying in addition to general education courses.

Upon successful completion of the program, students can enter the job market or have the opportunity to further their education in a Bachelors degree program at the university level.

Courses are designed for ease of transferability. Contact your transfer university for information.

Construction Management courses are only offered at the Sugar Land campus.

Construction Management AAS Degree		
Course	Course Title	Semester Hours
<b>Freshman/Semester I</b>		
CNST 1361	Construction Management I	3
ENGR 1304	Engineering Graphics I	3
ENGL 1301	Composition I	3
MATH 1324	Mathematics for Business & Social Sciences I (Finite Math)	3
GOVT 2305	Federal Government (Federal Constitution and Topics)	3
		15 semester hours
<b>Freshman/Semester II</b>		
ENGT 2304	Materials & Methods for Engineering Technology	3
DFTG 1493	Special Topics in Civil Drafting and Civil Engineering	4
ENGL 1302	Composition II	3
MATH 1316	Trigonometry	3
CNST 2321	Mechanical & Electrical Systems	3
		16 semester hours
<b>Summer</b>		
Visual/Perf. Arts Elective	Visual/Performing Arts Elective	3
CHEM 1411	General Chemistry I	4
		7 semester hours
<b>Sophomore/Semester I</b>		
CNST 2351	Construction Estimating I	3
CNST 2341	Construction Documents	3
PHYS 1401	College Physics I	4
ACCT 2301	Principles of Accounting I- Financial	3
MATH 2312	Pre-Calculus	3
		16 semester hours
<b>Sophomore/Semester II</b>		
SRVY 1401	Introduction to Surveying	4
SPCH 1315	Public Speaking	3
CNBT 1210	Basic Construction Safety	2
BUI 2301	Business Law	3
ENGL 2311	Technical & Business Writing	3
		15 semester hours

**FIRE ACADEMY CERTIFICATE (CIP 43.0203)**

CERTIFICATE: 26 semester credit hours

**Basic Fire Fighter Certificate**

Wharton County Junior College operates a fire academy, certified by the Texas Commission on Fire Protection. This 640 hour academy has been divided into 7 college credit classes, Fire Certification I through VII. These topic areas and hours have been approved by the Texas Commission on Fire Protection and upon successful completion of all 7 courses the student will be eligible to take the state certification examination needed to become a certified, paid firefighter in the state of Texas. All courses must be completed as a block.

The Fire Academy offers day classes, as well as in-service training for both paid and volunteer fire departments. Participants must apply and be accepted to Wharton County Junior College and the Fire Academy.

**ENTRANCE REQUIREMENTS**

1. Be at least 18 years of age
2. Must meet all admission requirements to Wharton County Junior College.
3. TSI Reading requirement met or minimum passing score on Pre-TASP.
4. Successfully complete all forms as required by the WCJC Fire Academy, which involves passing a physical and drug exam.
5. Have not been convicted of any felony offense at any time.
6. Have not been convicted of an offense above a Class C Misdemeanor within the last five (5) years.

Fire Academy – Basic Fire Fighter Certificate		
Course	Course Title	Semester Hours
<b>Semester I</b>		
FIRS 1401	Fire Fighter Certification I	4
FIRS 1507	Fire Fighter Certification II	5
FIRS 1313	Fire Fighter Certification III	3
FIRS 1319	Fire Fighter Certification IV	3
FIRS 1423	Fire Fighter Certification V	4
FIRS 1329	Fire Fighter Certification VI	3
FIRS 1433	Fire Fighter Certification VII	4
		26 semester hours

**HEALTH INFORMATION TECHNOLOGY AAS DEGREE (CIP 51.0707)**

AAS Degree: 70 semester credit hours

The Health Information Technology Program is accredited by the Commission on Accreditation of Health Informatics and Information Management Education (CAHIIM). Graduates of the program are eligible to sit for the American Health Information Management Association's credentialing exam for qualifications as a Registered Health Information Technician (RHIT). Graduates are prepared to serve as entry-level RHITs in a variety of settings including hospitals, clinics, long-term care facilities, insurance companies, state, local and federal health agencies and related health facilities. The RHIT performs such functions as coding and classifying patient data for reimbursement; reviewing medical records for completeness and accuracy; providing security of information to protect patient privacy; responding to authorized inquiries for insurance and legal purposes; and for organizing, analyzing and evaluating information for statistics, billing, research and other reports and special studies. Registered Health Information Technicians are often responsible for supervising the daily work of employees in health information management departments.

Due to a limited number of spaces available, meeting all of the criteria does not guarantee anyone admission to the program.

**ADMISSION REQUIREMENTS AND PROCEDURES**

Applicants must obtain an Information Packet from the Health Information Technology (HIT) Program. Information packets can be obtained by calling the program or by downloading from the HIT website.

All students are encouraged to meet with the program director prior to enrolling in the program.

The following paperwork must be submitted by the **last Thursday in June** to the Health Information Technology Program. Eligible applications will be offered admittance until the class is full.

1. Submit proof of acceptance to WCJC (letter of acceptance, etc.) with your HIT application.
2. Complete the Health Information Technology Program application.
3. A transcript from each college you have attended sent to:
  - a. Office of Admissions and Registration (Official Copy)
  - b. Health Information Technology Program (Copy)
4. Technical Standards Form signed. (attached)

Applicants conditionally accepted into the WCJC HIT Program will be required to complete/submit the following prior to enrollment in practicum courses:

1. Must show proof of completion of the Hepatitis B vaccine series or serologic confirmation of immunity to Hepatitis B virus prior to enrolling in the practicum courses.
2. Must have a completed physical examination by their personal physician prior to enrolling in the practicum courses. The cost of the physical examination will be at the applicant’s expense. Health Data Form will be provided.
3. CRIMINAL BACKGROUND CHECKS- Most practicum facilities require that criminal background checks be completed prior to allowing students to participate in training at their facilities. Applicants conditionally accepted into the Health Information Technology Program will be required to complete a satisfactory criminal background check from a college approved agency prior to enrolling in the practicum courses. The cost of the criminal background check will be at the applicant’s expense. The anticipated cost for the criminal background check is approximately \$52.00.
4. DRUG SCREENING- Applicants conditionally accepted into the Health Information Technology program will also be required to complete a drug screen with negative results prior to enrolling in the practicum courses. Only drug screens conducted through a college approved agency will be accepted. The cost of the drug screen will be at the applicant’s expense. The anticipated cost for the drug screen is \$50.00.

**ESTIMATED COSTS**

Tuition and Fees	.....	See Financial Information Section
Books (approximate)	.....	\$500 per semester
Prior to Clinical Practicum:		
	Criminal Background Check.....	\$52.02
	Negative Drug Screen.....	\$50.00 (approximate)
	Accident/Liability Insurance.....	\$35.00
	Physical Examination.....	Individual Physician’s Fee
National Accreditation Exam Fee (after graduation).....		\$235

\*Transportation costs incurred during clinical phase vary according to individually planned schedules. Students are responsible for transportation.

Preference for admission will be given to applicants who have college credit in the following courses:  
 BIOL 2401 (Human Anatomy & Physiology I)  
 BIOL 2402 (Human Anatomy & Physiology II)  
 COSC 1301 (Introduction to Computing)  
 ENGL 1301 (English Composition I)  
 ENGL 1302 (English Composition II)

<b>Health Information Technology AAS Degree</b>			
Course	Course Title		Semester Hours
<b>Freshman/Semester I</b>			
HITT 1345	Health Care Delivery Systems		3
HITT 1301	Health Data Content & Structure		3
HITT 1305	Medical Terminology I		3
BIOL 2401	Human Anatomy & Physiology I		4
ENGL 1301	Composition I		3
COSC 1301	Introduction to Computing		3
			19 semester hours
<b>Freshman/Semester II</b>			
MRMT 1307	Medical Transcription Fundamentals		3
HITT 1249	Pharmacology		2
HITT 1353	Legal & Ethical Aspects of Health Information		3
BIOL 2402	Human Anatomy & Physiology II		4
ENGL 1302	Composition II		3
GOVT 2305	Federal Government (Federal Constitution and Topics)		3
			18 semester hours
<b>Sophomore/Semester I</b>			
HITT 1441	Coding and Classification Systems		4
HITT 1355	Health Care Statistics		3
HITT 1167	Practicum I Health Information Technology		1
HPRS 2301	Pathophysiology		3
HITT 1311	Health Information Systems		3
SPCH 1315	Public Speaking		3
			17 semester hours
<b>Sophomore/Semester II</b>			
HITT 2166	Practicum II Health Information Technology		1
HITT 2339	Health Information Organization & Supervision	Capstone Course	3
HITT 2435	Coding and Reimbursement Methodologies		4
HITT 2443	Quality Assessment & Performance Improvement		4
Humanities or Performing /Visual Arts elective*	*Elective from AAS General Education Course List		3
			15 semester hours
<b>Summer</b>			
HITT 2167	Practicum III Health Information Technology	Capstone Course	1
			1 semester hour

### **HUMAN SERVICES CERTIFICATE AND AAS DEGREE (CIP 51.1599)**

CERTIFICATE: 37 semester credit hours

AAS Degree: 70-72 semester credit hours

AFFILIATED: Council for Standards in Human Service Education

#### **ENTRANCE REQUIREMENTS**

**The Human Services Program is accredited by the Council for Standards in Human Service Education (CSHSE). Graduates of the program may be eligible to sit for the Center for Credentialing and Education's (CCE) national certification examination.**

Consideration for acceptance into the Human Services Program is based upon the submission of the following:

1. Completed application for admission to WCJC, submitted to both the Office of Admissions and Registration and to the Human Services program
2. Copy of all College transcripts (if applicable)
3. Completed application to the Human Services Program
4. Completed Criminal Background Check through the college-approved agency

5. Negative drug screen when required
6. *AAS ONLY*: Acceptable college entrance exams on file with college, such as the national SAT, ACT, COMPASS, Accuplacer, or Quick THEA, or other entrance exams accepted at WCJC and evidence provided for the Human Services Program

Upon acceptance into the Human Services Program:

1. All students who are accepted into the Human Services Program must purchase liability insurance through WCJC at a cost of approximately \$35.00 when enrolled in the practicum field experience.
2. Practicum settings may require evidence of immunizations (possibly diphtheria-tetanus, Hepatitis B, measles, mumps, rubella, varicella, and a TB test – positive TB test will require follow-up), negative drug screen, and a criminal background check.
3. A grade of “C” or higher must be obtained in all curriculum specific to the Human Services Program. A GPA of 2.0 is required in all other general education courses in the Humans Services Program degree plan.

Students pursuing a Human Services Certificate or AAS degree should be aware of the following:

- **Criminal Background Checks and Drug Screening:** All clinical/practicum facilities utilized in the Human Services Program require criminal background checks be completed prior to allowing students to participate in clinical training at their facilities. Applicants conditionally accepted into the program will be required to complete a criminal background check. *Final acceptance into the program is contingent upon a satisfactory background check which will be completed by an approved agency.*
  - Students will be allowed to take 12 semester credit hours prior to the completion of the criminal background check.
  - The cost of the background check will be at the applicant’s expense; anticipated to be approximately \$52.00.
  - Information regarding this process should be obtained from the program director.
  - Students will be required to have a negative drug screen through the college approved agency. The estimated cost is \$40.00. Students may be required to submit to additional drug screens as required by the Human Services program and/or the clinical/practicum sites as warranted.
  - Students should be aware certain criminal histories may prevent them from participating in the practicum experience. Prior to the start of clinical/practicum, drug screens and criminal background checks will be required. Students deemed ineligible for clinical/practicum due to original history will be dismissed from the program and dropped from the program courses.

### LEVEL ONE HUMAN SERVICES TECHNICIAN CERTIFICATE

The Human Services Technician Level One certificate will provide students an opportunity to gain entry level skills to enter fields such as, but not limited to, psychiatry, psychology, human services, rehabilitative therapy, social work, child welfare, health, family services, criminal justice, substance abuse, education, or working in environments assisting the homeless. It will also train students to observe patients and record information, conduct patient interviews, implement treatment plans, employ problem-solving techniques and develop an awareness of elements relative to a multi-culturally diverse community population. Certificate completers will participate in external learning experiences in a variety of contexts and will be required to complete a supervised practicum or clinical experience consisting of 180 hours. Effective communication, ethical protocol, interpersonal and time management skills will be emphasized throughout the program.

Level One Human Services Certificate		
Course	Course Title	Semester Hours
<b>Summer I</b>		
SCWK 1321	Orientation to Social Services	3
		3 semester hours

<b>Semester I</b>		
MRKG 1301	Customer Relationship Management	3
DAAC 1319	Intro to Alcohol and Other Drug Addictions	3
CHLT 1209	Community Ethics	2
CHLT 1302	Wellness & Health Promotion	3
CMSW 1309	Problems of Children & Adolescents	3
PSYT 1329	Interviewing & Communication Skills	3
		17 semester hours
<b>Semester II</b>		
COSC 1301	Introduction to Computing	3
DAAC 1317	Basic Counseling Skills	3
CHLT 1340	Community Health Advocacy	3
GERS 1342	Aging and Mental Health	3
PSYT 2335	Family Systems	3
PMHS 2260	Clinical/Psychiatric/Mental Health Services Technician	2
		17 semester hours

### **HUMAN SERVICES AAS DEGREE**

The Human Services AAS degree will prepare students for careers in a variety of fields such as, but not limited to, psychiatry, psychology, human services, rehabilitative therapy, social work, child welfare, health, family services, criminal justice, substance abuse, education, or working in an environment assisting the homeless. Job titles might include human service worker, case management aide, social work assistant, community support worker, mental health assistant, community outreach worker, life skills counselor or gerontology aide. Working conditions may vary considerably. Some may work in offices, clinics, and hospitals, while other graduates may work in group homes, shelters, day programs or may spend their time in the field visiting clients.

Human service assistants may provide direct and indirect client services. Students will be trained to observe patients and record information, conduct patient interviews, implement treatment plans, employ problem-solving techniques, handle crisis intervention matters, use proper case management and referral procedures, and develop an awareness of elements relative to a multi-culturally diverse community population.

Graduates will have a strong background in the appropriate cores of psychology and sociology; will participate in external learning experiences in a variety of contexts and will be required to complete a supervised practicum or clinical experience for two consecutive semesters completing 125 hours each semester. Effective communication, ethical protocol, interpersonal and time management skills will be emphasized throughout the program. Program coursework does address a multicultural emphasis. The AAS degree is designed to facilitate a transition from WCJC to a university or 4-year college with little or no loss of transfer credit giving the student an opportunity to obtain an advanced degree in fields such as human services, psychology, social work, and sociology.

<b>Human Services AAS Degree</b>		
Course	Course Title	Semester Hours
<b>Freshman/Summer I</b>		
SCWK 1321	Orientation to Social Services	3
PSYC 2301	General Psychology	3
		6 semester hours
<b>Freshman/Semester I</b>		
ENGL 1301	Composition I	3
DAAC 1319	Intro to Alcohol & Other Drug Addictions	3
CHLT 1209	Community Ethics	2
CHLT 1302	Wellness & Health Promotion	3
CMSW 1309	Problems of Children & Adolescents	3
PSYT 1329	Interviewing & Communication Skills	3
		17 semester hours

<b>Freshman/Semester II</b>		
ENGL 1302	Composition II	3
DAAC 1317	Basic Counseling Skills	3
CHLT 1340	Community Health Advocacy	3
GERS 1342	Aging and Mental Health	3
PSYT 2335	Family Systems	3
		15 semester hours
<b>Summer I</b>		
COSC 1301	Introduction to Computing	3
Humanities or Visual/ Performing Arts elective***	***Elective from AAS General Education Course List	3
		6 semester hours
<b>Sophomore/Semester I</b>		
MRKG 1301 or SPCH 1315 or SPCH 1318	Customer Relationship Management, Public Speaking or Interpersonal Communications	3
PSYT 2345	Principles of Behavior Management & Modification	3
Science Elective* or PSYC 2315	*Elective from General Education Core List for AAS Degrees or Lifespan Psychology	3-4
MATH 1342	Introduction to Statistics	3
GOVT 2305* or SOC 1301	Federal Government (Federal Constitution and Topics) or Introduction to Sociology	3
PSYT 2164**	Practicum-Clinical Psychology	1
		16-17 semester hours
<b>Sophomore/Semester II</b>		
GOVT 2302* or PSYC/SOCI 2306 or PSYC 2319/SOCI 2326	Institutions, Rights & Public Policies or Human Sexuality or Social Psychology (PSYC 2319/SOCI 2326 are cross-listed courses)	3
Science elective* or PSYC 2314	*Elective from General Education Core List for AAS Degrees or Life Span Growth and Development	3-4
PSYT 2321	Crisis Intervention	3
CHLT 2166 or CMSW 2166**	Practicum-Community Health Services/Liaison/Counseling or Practicum-Clinical Medical Social Work	1
*Students intending to transfer to a 4-year university should take Science and Government courses		10-11 semester hours
**Contact program director/program director permission (CC) Capstone Course		
***This elective must be selected from the list of core requirements for AAS degrees.		

### **LAW ENFORCEMENT AAS DEGREE (CIP 43.0107)**

AAS Degree: 66 semester credit hours

The program in law enforcement is designed to prepare the student for the state licensing exam for peace officers and immediate employment in law enforcement.

<b>Law Enforcement AAS Degree</b>		
Course	Course Title	Semester Hours
<b>Freshman/Semester I</b>		
CRIJ 1301	Introduction to Criminal Justice	3
CRIJ 1310	Fundamentals of Law	3
ENGL 1301	Composition I	3
MATH	College Level Math	3
COSC 1301	Introduction to Computing	3
		15 semester hours



<b>Freshman/Semester II</b>			
CRIJ 1306	Court Systems & Practices		3
Social Behavioral Science elective* or CRIJ 1307	*Elective from General Education Core List for AAS Degrees or Crime in America		3
CRIJ 2313	Corrections Systems & Practices		3
ENGL 2311	Technical & Business Writing		3
			12 semester hours
<b>Summer I</b>			
CJSA 2288	Internship-Criminal Justice/Safety Studies I		2
			2 semester hours
<b>Summer II</b>			
CJSA 2289	Internship-Criminal Justice/Safety Studies II		2
			2 semester hours
<b>Sophomore/Semester I</b>			
CRIJ 2323	Legal Aspects of Law Enforcement		3
CRIJ 2328	Police Systems & Practices		3
CRIJ 2314	Criminal Investigation		3
SPCH 1315 or 1318	Fundamentals of Speech or Interpersonal Communication		3
Humanities or Performing /Visual Arts elective*	*Elective from General Education Core List for AAS Degrees		3
			15 semester hours
<b>Sophomore/Semester II</b>			
CJLE 1506	Basic Peace Officer I		5
CJLE 1312	Basic Peace Officer II	Capstone Course	5
CJLE 1518	Basic Peace Officer III	Capstone Course	5
CJLE 1524	Basic Peace Officer IV	Capstone Course	5
			20 semester hours

### **WORK/LIFE EXPERIENCE POLICY**

The Criminal Justice program has developed the following mechanism to assist those persons employed in the criminal justice field to satisfy degree requirements for their work/life experience and in-service training.

Students who wish to obtain an applied science degree from the college in Law Enforcement and are certified peace officers in the state of Texas may satisfy degree requirements for Basic Peace Officer courses and for Internship I and II courses by meeting the following criteria and paying \$12.00 per credit hour. Students must have taken and successfully completed 24 hours of transferable college credit from Wharton County Junior College prior to receiving credit for the Peace Officer and internship courses. Criminal Justice department head approval is required for permission to satisfy degree requirements in this manner.

The prerequisites for work/life and in-service training credit are as follows:

1. The applicant must be currently employed with a criminal justice agency and have at least six months experience, and;
2. The applicant must submit a resume and all supporting documentation to the department head for evaluation, and;
3. The applicant must secure a letter of verification from the chief administrator of the employing agency attesting to the information contained in the applicant's resume and supporting documentation, regarding the prerequisites and criteria required by this policy, and;
4. The applicant must pay all fees required by the college.

No credit by resume is applicable until the applicant has earned an equivalent number of hours at Wharton County Junior College.

Credit for the following courses may be awarded by resume under the work/life experience policy:

CJSA 2288	Internship I
CJSA 2289	Internship II
CJLE 1506	Basic Peace Officer I
CJLE 1512	Basic Peace Officer II
CJLE 1518	Basic Peace Officer III
CJLE 1524	Basic Peace Officer IV

These classes are courses required for graduation with an Associate of Applied Science degree from Wharton County Junior College.

<b>Medical Office Specialist Training Program</b>	<b>** Continuing Education **</b>
---	-----------------------------------

Total Contact Hours: 286

**Continuing Education Department**

The Medical Office Specialist Program is a comprehensive program designed to assist students in gaining the skills and procedures necessary to become effective employees in the medical office. Students of the program will learn medical terminology, medical office procedures, insurance coding and billing. Additionally, the graduate will develop job-seeking and interpersonal skills.

The office skills required to work in a medical or physician's office are quite different from other clerical jobs. This program prepares students for employment in a medical office setting (e.g., physician's office, dental office, therapy clinic, chiropractic clinic, etc.) or other related business environment. The medical office specialist will play a vital role in the smooth operation of the medical facility or office. Students will also learn the keys to positive customer service in the medical office, and how to build and maintain a loyal patient base to maximize their success at work. Upon completion of the program, students may elect to sit for NHA's Certified Medical Administrative Assistant certificate examination.

**REQUIREMENTS AND PROCEDURES**

Applicants must obtain a "Medical Office Specialist Program Checklist and Application" packet from the Continuing Education Department or website. Consideration for acceptance into the Medical Office Specialist Program is based upon submission of the following:

1. Completion of a Medical Office Specialist Program Application.
2. Copy of high school transcript, college transcript or G.E.D.
3. Copy of driver's license or other form of government I.D.
4. Pre-TASP Reading Test with score of 14 or higher. (To schedule exam, please call the WCJC Testing Department at 979-532-6457). Please contact the CE department for testing waivers if you have already taken another college entrance exam (ACT, SAT, THEA, ASSET) or refer to the Testing Waivers section of the Medical Office Specialist Program Application.
5. All students must pass a Criminal Background Check.

**CRIMINAL BACKGROUND CHECK**

A criminal background check is required before acceptance into the program will be granted.

<b>Medical Office Specialist Training Program</b>		
Course	Course Title	Contact Hours
HITT 1005	Medical Terminology	75
POFM 1017	Medical Office Procedures I	60
POFM 1000	Basic Coding, Insurance and Billing	110
POFM 1006	Medical Office Procedures II	41

**NUCLEAR POWER TECHNOLOGY AAS DEGREE (CIP 41.0205)**

AAS Degree: 68-69 semester credit hours

There is one Nuclear Power Technology degree with three available program specialties

- Non-Licensed Operator Specialty
- Electrical Technician Specialty
- Instrumentation & Control Technician Specialty

This program is designed to prepare students for entry level employment in the nuclear power generation industry in the areas of operations, maintenance, chemistry and health physics. Students will be provided with the academic and technical competencies required to begin employment in the nuclear industry.

<b>Nuclear Power Technology/Non-Licensed Operator Specialty AAS Degree</b>			
Course	Course Title		Semester Hours
<b>Freshman/Semester I</b>			
NUCP 1371	Math & Chemistry Fundamentals for Nuclear Power		3
ELPT 1370 or PTAC 1302	Intro to Power Technology or Intro to Process Technology		3
BCIS 1305	Business Computer Applications		3
MATH 1314 or MATH 2312	College Algebra or Precalculus		3
ENGL 1301	Composition I		3
			15 semester hours
<b>Freshman/Semester II</b>			
NUCP 1370	Nuclear Fundamentals I		3
NUCP 1471	Nuclear Fundamentals II		4
PTAC 1432	Instrumentation I		4
CHEM 1405 or CHEM 1411	Introductory Chemistry I or General Chemistry I		4
NUCP 1472	Nuclear Power Plant Organization & Process		4
			19 semester hours
<b>Sophomore/Semester I</b>			
CETT 1409	DC-AC Circuits w/Lab		4
NUCP 2470	Nuclear Power Plant Systems I		4
PTAC 2314	Quality		3
INTC 1450	Digital Measurement & Controls w/ lab		4
Social Science elective*	* Elective from AAS General Education Course List		3
			18 semester hours
<b>Sophomore/Semester II</b>			
NUCP 2471	Nuclear Power Plant Systems II	Capstone Course	4
Humanities elective*	* Elective from AAS General Education Course List		3
Discipline-related elective‡	‡Discipline related studies elective from the list below		3-4
SPCH 1315	Public Speaking		3
BMGT 2347	Critical Thinking & Problem Solving		3
			16-17 semester hours

‡ Note: Discipline related electives for the AAS degree are as follows: Students may pick one of the following:

- CHEM 1411 or CHEM 1412      PHYS 1401      MATH 2413
- HART 1307                      CETT 1425

<b>Nuclear Power Technology/Electrical Technician Specialty AAS Degree</b>		
Course	Course Title	Semester Hours
<b>Freshman/Semester I</b>		
NUCP 1371	Math & Chemistry Fundamentals for Nuclear Power	3
ELPT 1370 or PTAC 1302	Intro to Power Technology or Intro to Process Technology	3
BCIS 1305	Business Computer Applications	3
MATH 1314 or MATH 2312	College Algebra or Pre-calculus	3
ENGL 1301	Composition I	3
		15 semester hours
<b>Freshman/Semester II</b>		
NUCP 1370	Nuclear Fundamentals I	3
NUCP 1471	Nuclear Fundamentals II	4
PTAC 1432	Instrumentation I	4
CHEM 1405 or CHEM 1411	Introductory Chemistry I or General Chemistry I	4
NUCP 1472	Nuclear Power Plant Organization & Process	4
		19 semester hours
<b>Sophomore/Semester I</b>		
CETT 1409	DC-AC Circuits	4
INTC 1450	Digital Measurement & Controls w/ lab	4
PTAC 2314	Quality	3
ELMT 2437	Electronic Troubleshooting, Service and Repair	4
Social Science elective*	* Elective from AAS General Education Course List	3
		18 semester hours
<b>Sophomore/Semester II</b>		
INTC 1457	AC/DC Motor Controls	4
Humanities Elective*	* Elective from AAS General Education Course List	3
ELMT 2441	Electromechanical Systems	4
SPCH 1315	Public Speaking	3
BMGT 2347	Critical Thinking & Problem Solving	3
		17 semester hours

\*Students may enroll in these courses if qualified:  
CHEM 1412\* Math 2413\*

Special Note: If already taken, COSC 1301 will be accepted in place of BCIS 1305.

<b>Nuclear Power Technology/Instrumentation &amp; Control Technician Specialty AAS Degree</b>		
Course	Course Title	Semester Hours
<b>Freshman/Semester I</b>		
NUCP 1371	Math & Chemistry Fundamentals for Nuclear Power	3
ELPT 1370 or PTAC 1302	Intro to Power Technology or Intro to Process Technology	3
BCIS 1305	Business Computer Applications	3
MATH 1314 or MATH 2312*	College Algebra or Pre-calculus	3
ENGL 1301	Composition I	3
		15 semester hours
<b>Freshman/Semester II</b>		
NUCP 1370	Nuclear Fundamentals I	3
NUCP 1471	Nuclear Fundamentals II	4
PTAC 1432	Instrumentation I	4
CHEM 1405 or CHEM 1411*	Introductory Chemistry I or General Chemistry I	4
NUCP 1472	Nuclear Power Plant Organization & Process	4
		19 semester hours

<b>Sophomore/Semester I</b>		
CETT 1409	DC-AC Circuits	4
INTC 1450	Digital Measurement & Controls w/ lab	4
PTAC 2314	Quality	3
PTAC 2436	Instrumentation II	4
Social Science elective*	* Elective from AAS General Education Course List	3
		18 semester hours
<b>Sophomore/Semester II</b>		
INTC 1457	AC/DC Motor Controls	4
Humanities Elective*	* Elective from AAS General Education Course List	3
ELMT 2452	Power Generation Instrumentation	4
SPCH 1315	Public Speaking	3
BMGT 2347	Critical Thinking & Problem Solving	3
		17 semester hours

\*Students may enroll in these courses if qualified.

CHEM 1412\*

MATH 2413\*

Special Note: If already taken, COSC 1301 will be accepted in place of BCIS 1305.

### **NURSING: ASSOCIATE DEGREE NURSING (ADN) AAS DEGREE (CIP 51.1601)**

AAS Degree: 60 semester credit hours, Preparation for RN  
Division of Allied Health

The Associate Degree in Nursing (ADN) is a two year program to prepare graduates to be accountable, responsible, beginning practitioners of professional nursing who are able to utilize the nursing process in giving direct care to clients in structured health care settings. General education courses as well as nursing courses are included in the curriculum and are transferable to many four-year colleges that offer baccalaureate degrees in nursing.

Upon successful completion of the program, graduates are qualified to take the National Council Licensure Examination for Registered Nurses (NCLEX-RN). The program is approved by the Texas Board of Nursing (BON).

The ADN program has limited enrollment. Admission to the program is by a competitive ranking process. Students are accepted

1. Fall semester for Wharton campus
2. Spring semester for Sugar Land campus

Application packet for Wharton campus is published online in November

Application packet for Sugar Land campus is published online in April.

- Wharton campus application packet deadline is the **third Wednesday of March.**
- Sugar Land campus application packet deadline is the **third Wednesday of August.**

#### **APPLICATION/ADMISSION REQUIREMENTS**

1. Application and current admission to WCJC. Student must have evidence that they have met with a Wharton County Junior College counselor or advisor at any campus to discuss the degree plan for the associate degree program.
2. Must have all components of Texas Success Initiative (TSI) satisfied prior to application.
3. If student has attended any institution other than WCJC, must request transcript evaluation through the Office of Admissions and Registration at least one semester prior to application deadline. (Registrar must have official transcript from each college attended.)
4. Associate Degree Program must have a copy of transcript from each college including WCJC with application.

5. Admission Testing: Two options
  - a. TEAS V (Test of Essential Academic Skills)
    1. Must have composite score of 73% on (TEAS V).
    2. May take only two times within academic year – September 1 – August 31
    3. Exam results must be within two years **OR**
  - b. HESI A<sup>2</sup> (HESI Admission Assessment)
    1. Must have minimum scores of 79% on Reading, 75% on Math, 75% on Grammar sections. Must have met all benchmarks on same test
    2. May take only two times within academic year – September 1 – August 31
    3. Exams results must be within two years
6. The following courses must be completed **prior to application deadline** with a grade of “C” or higher and a GPA of 2.5 or higher.
  - a. BIOL 2401 Human Anatomy & Physiology I
  - b. PSYC 2301 Introduction to General Psychology
7. Must have the following courses completed **prior to admission semester** with a grade of “C” or higher and a GPA of 2.5 or higher.
  - a. BIOL 2402 Human Anatomy & Physiology II
  - b. PSYC 2314 Life Span Growth and Development
8. Hepatitis B vaccination series began by February 1<sup>st</sup> for Fall admission and by July 1<sup>st</sup> for Spring admission.
9. Statement of Student Responsibility completed and signed.
10. Must have all components of application packet complete and turned in by deadline to be processed for admission.

#### **COMPETITIVE RANKING PROCESS**

Acceptance to the associate degree nursing program is a competitive ranking process based on points awarded for designated criteria. Criteria for points include, but not limited to

1. Prerequisite courses completed with a minimum grade of “C” and a GPA of 2.5 or higher.
2. Support courses completed with a minimum grade of “C” and a GPA of 2.5 or higher
  - a. BIOL 2420 Microbiology
  - b. ENGL 1301 Composition I
  - c. Humanities (per WCJC catalog)
3. TEAS V examination results (minimum composite score of 73% required) or HESI A<sup>2</sup> results (minimum of 79% on Reading, 75% on Math, 75% on Grammar)
4. Specific course work toward a RN-BSN transition program with a minimum grade of “C”
  - a. ENGL 1302 Composition II
  - b. MATH 1342 Introduction to Statistics
  - c. HIST 1301 U.S. History I
  - d. HIST 1302 U.S. History II
  - e. GOVT 2305 Federal Government
  - f. GOVT 2306 Texas Government
  - g. SPCH 1315 Public Speaking
  - h. COSC 1301 Introduction to Computing
  - i. Performing Visual Arts (Per WCJC catalog)
  - j. Kinesiology (Per WCJC catalog)
  - k. BIOL 1322 Nutrition

#### **Note:**

In the event that two or more applicants have the same point award total, the reading score of the TEAS will be used to break the tie. If a tie continues, math score is evaluated followed by the science score.

#### **CONDITIONAL ACCEPTANCE – Notification Letters**

Utilizing the point award ranking process, a ranked list is generated from the applications which met the above criteria. Conditional acceptance letters, alternate conditional acceptance letters, and non-acceptance letters are mailed. Students who receive conditional acceptance letters and/or alternate conditional acceptance letters must respond to the letter by the stated deadline. If a potential student declines an alternate is placed into the opening. Students who accept alternate status are guaranteed admission to the next semester at the

other campus if an opening does not occur. Because an alternate student may begin the semester they applied, they must meet all the criteria for full acceptance into the program.

#### **FULL ACCEPTANCE**

Full acceptance to the ADN program is contingent upon the student compiling with the following:

1. Must receive eligibility approval from Texas Board of Nursing (BON) to take the NCLEX-RN
  - a. Student will be required to have a FBI/DPS fingerprinting and criminal background check completed. Instructions for obtaining the fingerprinting and background check are provided after the student has responded to the conditional acceptance or alternate letter.
  - b. If there is something in the background check that cannot be resolved by the mandatory program orientation date, the student will not be able to begin the program. Once the issue is resolved and the student has received approval from the BON, student is eligible to reapply to the program.
  - c. Cost of the background check is at the student's expense; cost is approximately \$55.00.
2. Must complete health data form which is provided to the student.
3. Must provide titers showing immunity for the following immunizations:
  - a. Hepatitis B
  - b. Varicella
  - c. MMR
4. Must provide documentation showing proof of required immunizations
  - a. Diphtheria-tetanus & Pertussis (tDap) adult dose within the last ten years
  - b. Hepatitis B series
  - c. MMR (measles, mumps, rubella)
  - d. Varicella
  - e. Flu vaccine (current season)
5. Must provide documentation of annual TB skin test (positive results will require follow-up)
6. Must provide copy of current CPR certification by the American Heart Association in Basic Life Support for Healthcare Providers.

#### **DRUG SCREEN**

Upon acceptance into the ADN program, students will be required to have random drug screens. Drug screens are scheduled at random intervals during the program. Drug screens must remain negative to continue in the program. Cost of the drug screen is at the student's expense; cost is approximately \$50.00 each screening.

#### **SEQUENTIAL CURRICULUM**

The grading scale for the Associate Degree Program is as follows:

- A = 90 - 100
- B = 80 - 89
- C = 75 - 79
- D = 65 - 74
- F = below 65

The curriculum of the Associate Degree Nursing Program is sequential; therefore a student must achieve a minimum grade of 75 in each nursing course to receive credit for the course and progress to the next sequence of courses.

#### **EXPENSES**

Estimated costs of tuition, textbooks, fees, diagnostic tests, uniforms, insurance, supplies, (laboratory and simulation), equipment and graduation expenses are approximately \$9,000 for in-district students for the two-year period. Scholarships are available, and students may contact the Student Financial Aid Office for information.

***A Statewide effort to change the ADN curriculum is currently in progress. This change may be effective for Fall 2013. Please contact the program secretary at 979-532-6391 for the most current curriculum information.***

<b>Associate Degree Nursing – Wharton Campus</b>		
Course	Course Title	Semester Hours
<b>Prerequisite Courses</b>		
BIOL 2401	Human Anatomy & Physiology I	4
BIOL 2402	Human Anatomy & Physiology II	4
BIOL 2420	Microbiology	4
		12 semester hours
<b>Freshman/Semester I - Fall</b>		
RNSG 1205	Nursing Skills I	2
RNSG 1513	Foundations of Nursing Practice	5
RNSG 1260	Clinical Nursing (RN Training)	2
PSYC 2314	Life Span Growth & Development	3
ENGL 1301	Composition I	3
PSYC 2301	General Psychology	3
		18 semester hours
<b>Freshman/Semester II - Spring</b>		
RNSG 1441	Common Concepts of Adult Health	4
RNSG 1461	Clinical Nursing (RN Training)	4
RNSG 1301	Pharmacology	3
ENGL 1302	Composition II	3
		14 semester hours
<b>Summer Session II</b>		
RNSG 2213	Mental Health Nursing	2
RNSG 2161	Clinical Nursing (RN Training)	1
		3 semester hours
<b>Sophomore/Semester I - Fall</b>		
RNSG 1251	Care of the Childbearing Family	2
RNSG 2262	Clinical Nursing (RN Training)	2
RNSG 2201	Care of Children & Families	2
RNSG 2263	Clinical Nursing (RN Training)	2
BIOL 1322	Nutrition	3
Humanities/Visual/ Performing Arts elective*	*Elective from AAS General Education Course List	3
		14 semester hours
<b>Sophomore/Semester II - Spring</b>		
RNSG 1343 (CC)	Complex Concepts of Adult Health	3
RNSG 2231 (CC)	Advanced Concepts of Adult Health	2
RNSG 2463 (CC)	Clinical Nursing (RN Training)	4
RNSG 2207 (CC)	Adaptation to Role of Professional Nurse	2
CC=Capstone Course		11 semester hours

<b>Associate Degree Nursing – Sugar Land Campus</b>		
Course	Course Title	Semester Hours
<b>Prerequisite Courses</b>		
BIOL 2401	Human Anatomy & Physiology I	4
BIOL 2402	Human Anatomy & Physiology II	4
BIOL 2420	Microbiology	4
		12 semester hours
<b>Freshman/Semester I – Spring</b>		
RNSG 1205	Nursing Skills I	2
RNSG 1513	Foundations of Nursing Practice	5
RNSG 1260	Clinical Nursing (RN Training)	2
PSYC 2314	Life Span Growth & Development	3
ENGL 1301	Composition I	3
PSYC 2301	General Psychology	3
		18 semester hours



<b>Summer Session I</b>		
RNSG 2213	Mental Health Nursing	2
RNSG 2161	Clinical Nursing (RN Training)	1
		3 semester hours
<b>Freshman/Semester II - Fall</b>		
RNSG 1441	Common Concepts of Adult Health	4
RNSG 1461	Clinical Nursing (RN Training)	4
RNSG 1301	Pharmacology	3
ENGL 1302	Composition II	3
		14 semester hours
<b>Sophomore/Semester I -Spring</b>		
RNSG 1251	Care of the Childbearing Family	2
RNSG 2262	Clinical Nursing (RN Training)	2
RNSG 2201	Care of Children & Families	2
RNSG 2263	Clinical Nursing (RN Training)	2
BIOL 1322	Nutrition	3
Humanities/Visual/ Performing Arts elective*	*Elective from AAS General Education Course List	3
		14 semester hours
<b>Sophomore/Semester II - Fall</b>		
RNSG 1343 (CC)	Complex Concepts of Adult Health	3
RNSG 2231 (CC)	Advanced Concepts of Adult Health	2
RNSG 2463 (CC)	Clinical Nursing (RN Training)	4
RNSG 2207 (CC)	Adaptation to Role of Professional Nurse	2
CC=Capstone Course		11 semester hours

### **NURSING: Certified Nurse Aide Training Program**

**\*\* Continuing Education \*\***

Total Contact Hours: 89

#### **Continuing Education Department**

This course provides preparation for entry-level nursing assistants to achieve a level of knowledge, skill, and ability for providing care to residents of long term care facilities. Upon passing the state exam, students will enter the field as a Certified Nurse Aide.

#### **REQUIREMENTS AND PROCEDURES**

Applicants must obtain a "Certified Nurse Aide Training Program Checklist and Application" packet from the Continuing Education Department or website. Consideration for acceptance into the Certified Nurse Aide Training Program is based upon submission of the following:

1. Completion of a Certified Nurse Aide Program Application.
2. Copy of high school transcript, college transcript or G.E.D.
3. Copy of driver's license or other form of government I.D.
4. Pre-TASP Reading Test with score of 14 or higher. (To schedule exam, please call a WCJC Testing Department at 979-532-6457). Please contact the CE department for testing waivers if you have already taken another college entrance exam (ACT, SAT, THEA, ASSET) or refer to the Testing Waivers section of the Certified Nurse Aide Program Application.
5. All students must pass a Criminal Background Check, as well as a CNA License Revocation Check, and CNA Employee Misconduct Database Check.

#### **IMMUNIZATIONS REQUIREMENTS**

1. Immunization records or boosters for Measles, Mumps, and Rubella (MMR).
2. Tetanus (Td) within the last ten years.
3. Varicella (chickenpox) or evidence of disease. A witness statement from an immediate family member or caregiver is sufficient if no other record is available.

4. Hepatitis B series started or completed by the first day of the class.
5. TB Skin Test with results within 60 days of course beginning.

### CRIMINAL BACKGROUND CHECK

Most clinical facilities require that criminal background checks are to be completed prior to allowing students to participate in clinical training at their facilities. Applicants conditionally accepted into the Certified Nurse Aide Training Program will be required to complete a criminal background check. Final acceptance into the program is contingent upon a satisfactory background check, which will be completed by an approved agency.

Certified Nurse Aide Training Program		
Course	Course Title	Contact Hours
NURA 1001	Nurse Aide for Health Care	57
NURA 1060	Clinical – Nursing Assistant/Aide	32

### NURSING: LVN – ADN Transition Program

AAS Degree: 60 semester credit hours, Preparation for RN  
Division of Allied Health

This twelve month program provides a transition track into the ADN program. It is designed specifically for students who are already licensed vocational nurses (LVN) who wish to make the transition to the ADN program. Graduates are prepared to be accountable, responsible, beginning practitioners of professional nursing who are able to utilize the nursing process in giving direct care to clients in structured health care settings. General education courses, as well as nursing courses, are included in the curriculum and are transferable to many four-year colleges that offer baccalaureate degrees in nursing.

Upon successful completion of the program, graduates are qualified to make application to take the National Council Licensure Examination for Registered Nurses (NCLEX-RN). The program is approved by the Texas Board of Nursing (BON).

The LVN-ADN transition program has a limited enrollment. Admission to the program is by a competitive ranking process.

Students are accepted for Wharton campus only to begin in May.

Application packet is published online in September.

- Application packet deadline is the **third Wednesday of January.**

### APPLICATION/ADMISSION REQUIREMENTS

1. Application and current admission to Wharton County Junior College. Student must have evidence that they have met with a Wharton County Junior College counselor or advisor at any campus to discuss the degree plan for the associate degree program.
2. Must have all components of Texas Success Initiative (TSI) satisfied.
3. Must request transcript evaluation through the Office of Admissions and Registration at least one semester prior to application deadline. (Registrar must have official transcript from each college attended.)
4. Associate Degree Department must have a copy of transcript from each college including WCJC with application.
5. Admission Testing: Two options
  - a. TEAS V (Test of Essential Academic Skills)
    1. Must have composite score of 73% on (TEAS V).
    2. May take only two times within academic year – September 1 – August 31
    3. Exam results must be within two years **OR**
  - b. HESI A<sup>2</sup> (HESI Admission Assessment)

1. Must have minimum scores of 79% on Reading, 75% on Math, 75% on Grammar sections.  
Must have met all benchmarks on same test
2. May take only two times within academic year – September 1 – August 31
3. Exams results must be within two years
6. Must have the following courses completed prior to application with a grade of “C” or higher and a GPA of 2.5 or higher.
  - a. BIOL 2401 Anatomy & Physiology I
  - b. BIOL 2402 Anatomy & Physiology II
  - c. BIOL 2420 Microbiology
  - d. ENGL 1301 Composition I
  - e. PSYC 2301 Introduction to General Psychology
  - f. PSYC 2314 Life Span Growth and Development
  - g. Humanities (per WCJC catalog)
7. Hepatitis B vaccination series began by November 15<sup>th</sup>, if not done previously.
8. Statement of Student Responsibility completed and signed.
9. Must have all components of application packet complete and turned in by deadline to be processed for admission.

### COMPETITIVE RANKING PROCESS

Acceptance to the associate degree nursing program is a competitive ranking process based on points awarded for designated criteria. Criteria for points include, but not limited to

1. Prerequisite courses cumulative GPA (2.5 minimum required)
2. TEAS V examination results (minimum composite score of 73% required) or HESI A<sup>2</sup> results (minimum of 79% on Reading, 75% on Math, 75% on Grammar)
3. Specific course work toward a RN-BSN transition program with minimum grade of “C”.
  - a. ENGL 1302 Composition II
  - b. MATH 1342 Introduction to Statistics
  - c. HIST 1301 U.S. History I
  - d. HIST 1302 U.S. History II
  - e. GOVT 2305 Federal Government
  - f. GOVT 2306 Texas Government
  - g. SPCH 1315 Public Speaking
  - h. COSC 1301 Introduction of Computing
  - i. Performing Visual Arts (Per WCJC catalog)
  - j. Kinesiology (Per WCJC catalog)
  - k. BIOL 1322 Nutrition

#### Note:

In the event that two or more applicants have the same point award total, the reading score of the TEAS V and or HESI A<sup>2</sup> will be used to break the tie. If a tie continues, math score is evaluated followed by the science score on the TEAS or grammar score on the HESI.

### CONDITIONAL ACCEPTANCE – Notification Letters

Utilizing the point award ranking process, a ranked list is generated from the applications which met the above criteria. Conditional acceptance, alternate, and non-acceptance letters are mailed. Students who receive conditional acceptance letters must respond to the letter by the stated deadline.

### FULL ACCEPTANCE

Full acceptance to the ADN program is contingent upon the student compiling with the following:

1. Must receive eligibility approval from Texas Board of Nursing (BON) to take the NCLEX-RN
  - a. Student will be required to have a FBI/DPS fingerprinting and criminal background check completed. Instructions for obtaining the fingerprinting and background check are provided after the student has responded to the conditional acceptance or alternate letter.
  - b. If there is something in the background check that cannot be resolved by the mandatory program orientation date, the student will not be able to begin the program. Once the issue is resolved and the student has received approval from the BON, student is eligible to reapply to the program.
  - c. Cost of the background check is at the student’s expense; cost is approximately \$55.00.

2. Must complete health data form which is provided to the student.
3. Must provide titers showing immunity for the following immunizations:
  - a. Hepatitis B
  - b. Varicella
  - c. MMR (measles, mumps, rubella)
4. Must provide documentation showing proof of required immunizations
  - a. Diphtheria-tetanus & Pertussis (tDap) adult dose within the last ten years
  - b. Hepatitis B series
  - c. MMR (measles, mumps, rubella)
  - d. Varicella
  - e. Flu vaccine (current season)
5. Must provide documentation of annual TB skin test (positive results will require follow-up)
6. Must provide copy of current CPR certification by the American Heart Association in Basic Life Support for Healthcare Providers.

#### **DRUG SCREEN**

Upon acceptance into the ADN program, students will be required to have random drug screens. Drug screens are scheduled at random intervals during the program. Drug screens must remain negative to continue in the program. Cost of the drug screen is at the student's expense; cost is approximately \$50.00 each screening.

#### **SEQUENTIAL CURRICULUM**

The curriculum of the LVN-ADN Transition Program is sequential; therefore a student must achieve a grade of "C" in each nursing course to receive credit for the course and progress to the next sequence of courses.

#### **EXPENSES/FEES**

Estimated costs of tuition, textbooks, fees, diagnostic tests, uniforms, insurance, supplies (laboratory and simulation), equipment, and graduation expenses are approximately \$6,700 for in-district students for the program. Scholarships are available, and students may contact the Student Financial Aid Office for information.

*A Statewide effort to change the ADN curriculum is currently in progress. This change may be effective for Fall 2013. Please contact the program secretary at 979-532-6391 for the most current curriculum information.*

<b>LVN-ADN Transition Program</b>		
Course	Course Title	Semester Hours
<b>Prerequisite Courses</b>		
BIOL 2401	Human Anatomy & Physiology I	4
BIOL 2402	Human Anatomy & Physiology II	4
BIOL 2420	Microbiology	4
PSYC 2314	Life Span/Growth & Development	3
ENGL 1301	Composition I	3
PSYC 2301	Introduction to General Psychology	3
ENGL 1302	Composition II	3
BIOL 1322	Nutrition	3
Humanities/Visual/Performing Arts elective*	*Elective from AAS General Education Course List	3
		30 semester hours
<b>First Summer Session</b>		
RNSG 1327	Transition from Vocational to Professional Nursing	3
RNSG 1161	Clinical Nursing (RN Training)	1
Credit for Previous Experience		13
		17 semester hours
<b>Second Summer Session</b>		
RNSG 2213	Mental Health Nursing	2
RNSG 2161	Clinical Nursing (RN Training)	1
		3 semester hours

<b>Sophomore/Semester I</b>		
RNSG 1251	Care of the Childbearing Family	2
RNSG 2262	Clinical Nursing (RN Training)	2
RNSG 2201	Care of Children & Families	2
RNSG 2263	Clinical Nursing (RN Training)	2
RNSG 1301	Pharmacology	3
		11 semester hours
<b>Sophomore/Semester II</b>		
RNSG 1343	Complex Concepts of Adult Health	3
RNSG 2231	Advanced Concepts of Adult Health	2
RNSG 2463 (CC)	Clinical Nursing (RN Training)	Capstone Course 4
RNSG 2207 (CC)	Adaptation to Role of Professional Nurse	Capstone Course 2
		11 semester hours

### **NURSING: VOCATIONAL NURSING CERTIFICATE (LVN PREP) (CIP 51.3901)**

CERTIFICATE: 51 semester credit hours

The program in Vocational Nursing includes theory and practical clinical experience designed to prepare the successful student to function as a member of the nursing team in providing nursing care for patients in structured health care settings. This program is fully approved by the Texas Board of Nursing (BON). Upon successful completion of the program, graduates are qualified to make application to take the National Council Licensure Examination for Practical Nurses (NCLEX-PN). Those passing this examination and the jurisprudence examination will qualify for licensure as a vocational nurse (LVN).

The aim of the program is to provide the type of educational background essential to preparing vocational nurses to assist in conserving life and promoting the physical, mental, emotional, and spiritual welfare of patients and their families.

Wharton County Junior College offers the program in Vocational Nursing at the Wharton Campus. The VN program also has limited enrollment.

#### **CRIMINAL BACKGROUND CHECKS AND ELIGIBILITY FOR LICENSURE**

Upon acceptance into the VN program students will be required to complete a criminal background check and drug screen through the college approved agency at the student's expense. A student with a positive criminal background screen is eligible to be considered for full acceptance and enrollment in the VN program if:

1. The student has previously submitted a Declaratory Order to the Texas Board of Nursing (BON)
2. Received BON verification of eligibility for future licensure as a Licensed Vocational Nurse

A person who has been convicted of, or received a deferred order with or without adjudication of guilt for a crime other than a minor traffic violation or minor in possession or treated for certain mental illnesses and/or chemical dependency within the last five years must contact the BON to determine eligibility to take the NCLEX-PN.

All applicants seeking initial licensure by examination as a Licensed Vocational Nurse in the state of Texas must submit to the BON, a set of fingerprints for the purpose of obtaining a criminal history from the Texas Department of Public Safety and the Federal Bureau of Investigation.

#### **ADMISSIONS REQUIREMENTS AND PROCEDURE**

Applicants must submit the following by the last Thursday of March:

1. Applicants must meet the admission requirements to Wharton County Junior College, be a high-school graduate or have satisfactory scores on the test of General Education Development (GED). Admission to WCJC is a separate process from admission to the nursing program. Applicants must be eligible to register for courses at WCJC in order to be considered for admission.

2. Entrance test scores: All students applying for the Vocational Nursing program are required to take the Quick THEA, ASSET, or COMPASS test. Scores may not be older than 5 years.
3. Completed application to the VN program.
4. Transcripts from all colleges attended, including WCJC.
5. Two completed professional reference forms.
6. Completed Questionnaire form.
7. Proof of completion of Hepatitis B vaccine series: The Texas Department of State Health Services (DSHS) requires all nursing students provide proof of completion of the Hepatitis B immunization series or provide proof of immunity before being allowed to administer patient care. Since students begin to administer patient care in November, all applicants are required to provide proof of completion of at least the first two shots with proof of the third shot by November 1. This proof must accompany the application. The series of three shots takes 6 months to complete.
8. Applicants will be exempted from VNSG 1505 if they have:
  - Taken BIOL 2401, 2402, and 1322 within the past two years and passed with at least a “B” AND
  - Passed the VNSG 1505 Final Exam with a 75% or better
9. Applicants will be exempted from VNSG 1133 if they have:
  - Taken PSYC 2314 within the past five years and passed with at least a “B” AND
  - Passed the VNSG 1133 Final Exam with a 75% or better
10. Conditions for full acceptance are contingent upon:
  - Completion of a satisfactory criminal background check and negative drug screen; both at the student’s expense through a college approved agency. Estimated cost of the criminal background check is \$54.00 and the drug screen is \$44.00.
  - Completion of the VN Program Health Data form.
  - Documentation of required immunizations – diphtheria-tetanus, Hepatitis B, measles, mumps, rubella, varicella, and meningitis, and documentation of immunity or exemption.
  - Documentation of a TB skin test – positive results will require follow-up.
  - Documentation of current certification in American Heart Association Healthcare Provider CPR.

Cost of the VN program is approximately \$3200, excluding tuition and fees. This includes the THEA/ASSET/COMPASS test fee, liability insurance, books, miscellaneous supplies, uniforms, and costs related to graduation and licensure. The cost of tuition and fees is dependent on residence status. Program costs and tuition and fees are subject to change without notice.

<b>LVN Certificate</b>		
Course	Course Title	Semester Hours
<b>Semester I</b>		
VSNG 1423	Basic Nursing Skills	4
VSNG 1429	Medical-Surgical Nursing	4
VSNG 1304	Foundations of Nursing	3
VSNG 1327	Essentials of Medication Administration	3
VNSG 1126	Gerontology	1
VNSG 1133	Growth and Development	1
VNSG 1505	Health Science	5
VNSG 1160	Clinical I – Practical Nurse (LVN)	1
		22 semester hours
<b>Semester II</b>		
VNSG 2331	Advanced Nursing Skills	3
VNSG 1231	Pharmacology	2
VNSG 1330	Maternal-Neonatal Nursing	3
VNSG 1234	Pediatrics	2
VNSG 1432	Medical-Surgical Nursing II	4
VNSG 1661	Clinical II - Practical Nurse (LVN)	6
		20 semester hours

<b>Semester III-Summer (12 wks)</b>			
VNSG 1238	Mental Illness		2
VNSG 1119	Leadership and Professional Development		1
VNSG 2661	Clinical III – Practical Nurse (LVN)	Capstone Course	6
			9 semester hours

**OFFICE ADMINISTRATION: MARKETABLE SKILLS AWARD, CERTIFICATE AND AAS DEGREE (CIP 52.0401)**

CERTIFICATE: 32 semester credit hours

AAS: 62-63 semester credit hours

**MARKETABLE SKILLS AWARD**

The Business and Office Administration Department offers a Marketable Skills Achievement Award of 9 semester credit hours in Software Applications. In addition, a Marketable Skills Achievement Award of 9 semester credit hours in Entry-Level Accounting is offered.

<b>Office Administration: Marketable Skills Award in Software Applications</b>		
Course	Course Title	Semester Hours
<b>Semester 1</b>		
POFI 2301	Word Processing	3
<b>Semester 2</b>		
POFI 2331	Desktop Publishing	3
POFI 1349	Spreadsheets: Microsoft Excel	3
9 semester hours		

<b>Office Administration: Marketable Skills Award in Entry-Level Accounting</b>		
Course	Course Title	Semester Hours
<b>Semester 1</b>		
ACNT 1303	Introduction to Accounting I	3
<b>Semester 2</b>		
ACNT 1311	Introduction to Computerized Accounting	3
POFI 1349	Spreadsheets: Microsoft Excel	3
9 semester hours		

<b>Administrative Assistant Certificate</b>			
Course	Course Title	Semester Hours	
<b>Semester I</b>			
ACNT 1303*	Introduction to Accounting I	3	
POFI 2301	Word Processing	3	
POFT 1227	Introduction to Keyboarding	2	
POFT 1301	Business English	3	
POFT 1309	Administrative Office Procedures I	3	
MRKG 1301	Customer Relationship Management	3	
17 semester hours			
<b>Semester II</b>			
ACNT 1311	Introduction to Computerized Accounting	3	
POFT 1321	Business Math	3	
POFI 2331	Desktop Publishing	3	
POFI 1349	Spreadsheets: Microsoft Excel	3	
POFT 1313	Professional Workforce	Capstone Course	3
* Tech Prep Course			
15 semester hours			

## OFFICE ADMINISTRATION AAS DEGREE

This flexible program is designed so that students complete a foundation program and then choose their office specialization from accounting, legal, or computer courses. The AAS degree in Office Administration includes a combination of courses and practical experiences including in depth knowledge of software used in modern offices, communication skills, systematizing information about transactions and activities into accounts and quantitative records, paying and receiving money, and generally accepted office procedures.

A graduate of this program is prepared to work as an office assistant, legal secretary, bookkeeper, cashier, teller, and in other related occupations depending on the area of specialization.

Students must earn a grade of "C" or higher in the program capstone course (BUSI 2304) in order to graduate.

Several courses in the program may be articulated through local and/or Tech-Prep agreements with area school districts. Students can earn college credit toward this program while still in high school. For more information, contact our high school Tech-Prep coordinator or the program director.

Some upper level universities will allow you to transfer anywhere from 24-44 hours of your technical credit toward a Bachelor of Applied Arts or Science degree. Contact your transfer university for information.

Office Administration AAS Degree			
Course	Course Title	Core Component	Semester Hours
<b>Freshman/Semester I</b>			
ACNT 1303¥	Introduction to Accounting I		3
POFI 2301	Word Processing		3
POFT 1227	Introduction to Keyboarding		2
POFT 1301	Business English		3
POFT 1309	Administrative Office Procedures I		3
MRKG 1301	Customer Relationship Management		3
			17 semester hours
<b>Freshman/Semester II</b>			
ACNT 1311	Introduction to Computerized Accounting		3
POFT 1321	Business Math		3
POFI 2331	Desktop Publishing		3
POFI 1349	Spreadsheets: Microsoft Excel		3
POFT 1313	Professional Workforce	Capstone Course	3
			15 semester hours
<b>Sophomore/Semester I</b>			
BUSI 1301	Business Principles		3
Social and Behavioral Science elective*	*Elective from AAS General Education Course List		3
ENGL 1301 or SPCH 1315	Composition I or Public Speaking		3
BUSI 2301	Business Law		3
Math/Natural Science elective*	*Elective from AAS General Education Course List		3-4
			15-16 semester hours
<b>Sophomore/Semester II</b>			
PBAD 2339	Human Resource Management		3
Humanities or Performing /Visual Arts elective*	*Elective from AAS General Education Course List		3
BUSI 2304	Business Report Writing & Correspondence	(Capstone Course)	3
Social and Behavioral Science elective*	*Elective from AAS General Education Course List		3
Elective	Accounting, Paralegal or Computer Science elective		3
¥Tech Prep Course			15 semester hours



**PARALEGAL STUDIES AAS DEGREE (CIP 22.0302)**

AAS: 68 semester credit hours

The AAS in Paralegal Studies prepares students for careers as paralegals, assisting lawyers in law offices, corporate or government legal departments, non-profits and legal clinics. It can also serve as the first two years of study toward a Bachelor of Applied Science degree at many colleges and universities. Contact your transfer university for information. This program is excellent preparation for students who plan to attend law school.

Students must earn a grade of "C" or higher in the program capstone course (LGLA 2388) in order to graduate.

Several courses in the program may be articulated through local and/or Tech-Prep agreements with area school districts. Students can earn college credit toward this program while still in high school. For more information, contact our high school Tech-Prep coordinator or the program director.

**"Paralegals may not provide legal services directly to the public, except as permitted by law."**

Paralegal Studies AAS Degree		
Course	Course Title	Semester Hours
<b>Freshman/Semester I</b>		
ENGL 1301	Composition I	3
HIST 1301	U.S. History I	3
MATH 1314	College Algebra	3
LGLA 1313	Introduction to Paralegal Studies	3
LGLA 1303	Legal Research	3
		15 semester hours
<b>Freshman/Semester II</b>		
ENGL 1302	Composition II	3
HIST 1302	U.S. History II	3
LGL A 1305	Legal Writing	3
LGLA 1345	Civil Litigation	3
Natural Science elective*	*Elective from AAS General Education Course List	4
Social and Behavioral Science elective*	*Elective from AAS General Education Course List	3
		19 semester hours
<b>Sophomore/Semester I</b>		
GOVT 2305	Federal Government (Federal Constitution and Topics)	3
LGLA 1353	Wills, Trusts, and Probate Administration	3
LGLA 1355	Family Law	3
LGLA 2307	Law Office Management	3
Natural Science elective*	*Elective from AAS General Education Course List	4
Humanities or Performing /Visual Arts Elective*	*Elective from AAS General Education Course List	3
		19 semester hours
<b>Sophomore/Semester II</b>		
GOVT 2306	Texas Government (Texas Constitution and Topics)	3
LGLA 2309	Real Property	3
LGLA 2313	Criminal Law and Procedure	3
LGLA 1351	Contracts	3
LGLA 2388	Internship-Paralegal/Legal Assistant	Capstone Course 3
		15 semester hours

**PHLEBOTOMY TECHNICIAN TRAINING PROGRAM      \*\* Continuing Education \*\***

Total Contact Hours: 168

**Continuing Education Department**

This course provides skill development in the performance of a variety of blood collection methods using proper techniques and standard precautions. Emphasis placed on infection prevention, proper patient identification, labeling of specimens, quality assurance, specimen handling, processing and accessioning. Additional topics include professionalism, ethics and some medical terminology. Class meets for 8 weeks prior to clinical rotations. This course includes 120-hours of work based instruction through clinical rotations.

### REQUIREMENTS AND PROCEDURES

Applicants must obtain a “Phlebotomy Technician Training Program Checklist and Application” packet from the Continuing Education Department or website. Consideration for acceptance into the Phlebotomy Technician Program is based upon submission of the following:

1. Completion of a Phlebotomy Technician Training Program Application.
2. Copy of high school transcript, college transcript or G.E.D.
3. Copy of driver’s license or other form of government I.D.
4. Pre-TASP Reading Test with score of 14 or higher. (To schedule exam, please call the WCJC Testing Department at 979-532-6457). Please contact the CE department for testing waivers if you have already taken another college entrance exam (ACT, SAT, THEA, ASSET) or refer to the Testing Waivers section of the Phlebotomy Technician Training program Application.
5. All students must pass a Criminal Background Check.

### IMMUNIZATIONS REQUIREMENTS

1. Immunization records or boosters for Measles, Mumps, and Rubella (MMR).
2. Tetanus (Td) within the last ten years.
3. Varicella (chickenpox) or evidence of disease. A witness statement from an immediate family member or caregiver is sufficient if no other record is available.
4. Hepatitis B series started or completed by the first day of the class.
5. TB Skin Test with results within 60 days of course beginning.

### CRIMINAL BACKGROUND CHECK

Most clinical facilities require that criminal background checks to be completed prior to allowing students to participating in clinical training at their facilities. Applicants conditionally accepted into the Phlebotomy Technician Training Program will be required to complete a criminal background check. Final acceptance into the program is contingent upon a satisfactory background check, which will be completed by an approved agency.

Phlebotomy Technician Training Program		
Course	Course Title	Contact Hours
PLAB 1023	Phlebotomy	48
PLAB 1060	Clinical - Phlebotomy	120

### PHYSICAL THERAPIST ASSISTANT AAS DEGREE (CIP 51.0806)

AAS: 71 semester credit hours

This is a 21 month course of study accredited by the Commission on Accreditation in Physical Therapy Education of the American Physical Therapy Association. The program includes supervised classroom and clinical experiences designed to prepare the graduate for eligibility to take the examination to become a Licensed Physical Therapist Assistant. Upon successful completion of the program, the student is awarded an Associate of Applied Science degree and is eligible to sit for the licensing exam given by the Texas State Board of Physical Therapy Examiners.

## REQUIREMENTS AND PROCEDURES

Consideration for acceptance into the PTA program is based upon the submission of the following information to the Physical Therapist Assistant Department *prior to* the application deadline which is the **LAST THURSDAY IN MAY**:

1. Completed PTA Program application **and** completed application for Admission to WCJC.
2. Completion of 40 hours of clinical observation in at least two (2) different clinical settings observing a licensed physical therapist or physical therapist assistant. In addition, prepare a one-page typed summary of what you learned during your 40 hours of observation and attach to the observation form. Prospective students are expected to adhere to the facilities rules and ethical conduct codes. Please wear appropriate attire such as nice slacks and an appropriate blouse or shirt. Jeans, T-shirts and open-toes shoes are not acceptable. Be advised that some facilities may require applicants who are observing to have documentation of a current TB test.
3. A transcript from **each** college you have attended.
4. Minimum of 2.5 GPA in co-requisites courses.
5. **“Transcript Evaluation Form”** if you have attended other institutions other than WCJC. The transcript(s) should be evaluated by the transcript analyst in the Office of Admissions and Registration and a copy of the evaluation turned into the PTA program along with your completed application. **(Note: PTA Department will not be responsible for securing transcripts from the WCJC Office of Admissions and Registration)**
6. Completion of both semesters of Human Anatomy & Physiology (BIOL 2401 & 2402) prior to admission is *highly recommended*. Preference will be given to those applicants meeting this recommendation. Completion of BIOL 2401 & 2402 must be current within 10 years.
7. Copy of ACT scores with a *Composite* score of at least 19 (Enhanced) and a minimum score of 19 on the *Science Reasoning* and *Reading Comprehension* sections. ACT scores must be current within the last five (5) years. (If scores are too low, it will be up to the applicant to re-take the test. You may contact our Testing Dept. at 979-532-6386 for testing dates.) **ACT SCORES ARE REQUIRED REGARDLESS OF LEVEL OF EDUCATION.**
8. Brief summary of work experience. Admissions points are given to those who have at least 6 months of medical experience including volunteering.
9. Attendance at one information session prior to the application deadline is required. These sessions will be held on the last Thursday of January, February, March and April from 3-4 pm. Please call the program secretary at 979-532-6491 for an appointment.

The above items should be mailed to Wharton County Junior College, ATTN: Physical Therapist Assistant Program, 911 Boling Highway, Wharton, TX 77488.

## CRIMINAL BACKGROUND CHECK

Most clinical facilities require that criminal background checks be completed prior to allowing students to participate in clinical training at their facilities. Applicants conditionally accepted into the WCJC Physical Therapist Assistant program will be required to complete a criminal background check. Final acceptance into the program is contingent upon a satisfactory background check, which will be completed by an approved agency. An applicant with an unsatisfactory criminal background check will only be eligible to receive full acceptance and enroll in the PTA program if:

- The applicant has their background check information reviewed by the chief investigator of the Texas Board of Physical Therapy Examiners
- The applicant provides a letter from the Texas Board of Physical Therapy Examiners stating that the applicant would be currently eligible for state licensure

The cost of the criminal background check will be at the applicant's expense. The anticipated cost is approximately \$55.00.

## DRUG TESTING

**Applicants accepted into the WCJC PTA program will also be required to complete a negative drug screen. Only drug screens conducted through the College-approved agency will be accepted. The estimated cost of the drug screen is \$40.00. For more information regarding drug testing contact the PTA program director.**

**Deadline for application is the last Thursday in May.**

The PTA program has a limited enrollment and admission to the program is on a selective basis. Preference during the selection process is given to those applicants who have college credit with a grade of “C” or higher in the non-PTA courses listed below. Admission to the college (WCJC) does not guarantee admission to the PTA program. Admission is determined by the PTA selection committee. Applicants are notified by letter of the committee’s decision in early June.

<b>Physical Therapist Assistant – Non-PTA Courses</b>		
Course	Course Title	Semester Hours
BIOL 2401	Human Anatomy & Physiology I	4
BIOL 2402	Human Anatomy & Physiology II	4
ENGL 1301	Composition I	3
ENGL 1302 or ENGL 2311	Composition II or Technical & Business Writing	3
PSYC 2314	Life Span Growth & Development	3
MATH 1314	College Algebra	3
COSC 1301	Introduction to Computing	3
Humanities/Visual/ Performing Arts elective	*Elective from AAS General Education Course List	3
		26 semester hours

Students must receive a grade of “C” or higher in the non-PTA courses listed above in order to satisfy graduation requirements of the PTA program.

**ESTIMATED EXPENSES**

Tuition and Fees	Consult WCJC catalog
Books and Supplies	\$1,000
Proof of Immunizations (Hepatitis B required)	Varies
CPR certification	Varies
Uniform, name tag, watch with second hand	\$100-\$150 approximately
Parking (required at some clinics)	Varies
Travel – students may be required to leave the Wharton area to complete their full-time clinical affiliations, resulting in additional travel and housing costs	Varies
Graduation Cap and Gown	\$35 approximately
Criminal Background Check	\$55 approximately
Drug Screen	\$40 approximately
Student Liability Insurance fee*	\$20
Student Accident Medical Insurance fee**	\$15
*Fee added to PTHA 1413 and PTHA 2435 courses	**Fee added to the PTHA 1360 course

Transportation costs to clinical sites vary with location of clinics. Proof of immunizations is required prior to admission to the program. Due to Senate Bill 1177 effective September 1, 2012, the college must verify immunity by way of a titer for all healthcare students for the following: Varicella, Rubella, Rubeola, Mumps, and Hepatitis B. The student must also present documentation of an ADULT dose of tDap within the last ten years and a Tuberculin Test which is required annually. CPR certificate is a prerequisite to clinical rotations.

All inquiries, applications, and transcripts must be mailed directly to the Director of the Physical Therapist Assistant program.

<b>Physical Therapist Assistant (PTA) AAS Degree</b>		
Course	Course Title	Semester Hours
<b>Freshman/Semester I</b>		
BIOL 2401	Human Anatomy & Physiology I	4
ENGL 1301	Composition I	3
COSC 1301	Introduction to Computing	3
PTHA 1409	Introduction to Physical Therapy	4
PTHA 1413	Functional Anatomy	4
		18 semester hours
<b>Freshman/Semester II</b>		
BIOL 2402	Human Anatomy & Physiology II	4
ENGL 1302 or 2311	Composition II or Technical & Business Writing	3
PTHA 2201	Essentials of Data Collection	2
PTHA 1531	Physical Agents	5
PTHA 2409	Therapeutic Exercise	4
		18 semester hours
<b>Summer I</b>		
PSYC 2314	Life Span Growth & Development	3
PTHA 2205	Neurology	2
		5 semester hours
<b>Summer II</b>		
PTHA 1360	Clinical- Physical Therapist Assistant I	3
Humanities or Performing /Visual Arts elective*	*Elective from AAS General Education Course List	3
		6 semester hours
<b>Sophomore/Semester I</b>		
MATH 1314	College Algebra	3
PTHA 1321	Pathophysiology	3
PTHA 2431	Management of Neurological Disorders	4
PTHA 2435	Rehabilitation Techniques	4
		14 semester hours
<b>Sophomore/Semester II</b>		
PTHA 2360	Clinical – Physical Therapist Assistant II	3
PTHA 2460	Clinical – Physical Therapist Assistant III	Capstone Course 4
PTHA 2339	Professional Issues	Capstone Course 3
		10 semester hours

The curriculum of the PTA program is sequential; therefore a student must achieve a grade of “C” in each PTA course in order to progress to the next semester of coursework. Students who do not maintain a “C” average in all PTA courses will be dropped from the program. Readmission the following year is conditional and contingent upon compliance with the “Readmission Policy” outlined in the PTA Student Handbook.

#### **POLICE ACADEMY CERTIFICATE (CIP 43.0107)**

BASIC PEACE OFFICER TRAINING CERTIFICATE: 20 semester credit hours

WCJC operates a licensed police academy certified by the Texas Commission on Law Enforcement Officer Standards and Education. Participants must apply directly to the program and be accepted. Students who successfully complete this training are eligible to take the state licensing examination to become a licensed peace officer in the State of Texas.

The police academy offers both day and evening classes. The Police Academy also offers in-service training for area law enforcement agencies and officers. Students must take all courses as a block. A class average of 80% and a minimum grade of 80 on the final exam are required to successfully complete the Basic Peace Officer Certificate Course.

The following qualifications **must** be met prior to enrolling in the WCJC Police Academy:

1. Be at least 21 years of age within 60 days of graduation from the police academy or:
  - Have received credit for at least 60 semester hours of study from an accredited college or university, or
  - Have received an associate degree from an accredited college, or
  - Have received an Honorable Discharge from the Armed Forces of the United States after at least two years of active service, **AND**
2. Have **never** been convicted at any time of a felony offense;
3. Have **never** been nor currently on court-ordered community supervision or probation for a criminal offense of a Class B Misdemeanor or within the last 10 years;
4. Have **never** been convicted for any criminal offense the grade of a Class B Misdemeanor or a Class B Misdemeanor within the last 10 years;
5. Have **never** been convicted at any time of a Family Violence offense;
6. Are **not** prohibited by state or federal law from possessing firearms or ammunition.
7. Be a high-school graduate or received a high school equivalency certificate
8. Be examined by a licensed physician and be declared, in writing, within the past 90 days, both:
  - To be physically sound and free from any defects which may adversely affect the performance of duty as a peace officer, reserve peace officer, or jailer , and
  - To show no trace of drug dependency or illegal drug use after a physical examination, blood test, or other medical test;
9. Be examined by the WCJC Police Academy’s licensed psychologist or psychiatrist at the prescribed time and declared, in writing, to be in satisfactory psychological and emotional health;
10. Be of good moral character;
11. Must meet all admission requirements to Wharton County Junior College.
12. Successfully complete all forms as required by the WCJC Police Academy;
13. Successfully complete a timed physical agility exam;
14. Must possess a valid Texas driver’s license;
15. Must be a U.S. citizen.

Applicants who are currently employed by a law-enforcement agency and have completed these requirements as a part of their employment need not be re-examined, but **must** submit documentation for verification. This **does not** include the academy’s entry examinations or the physical agility exam.

Police Academy – Basic Peace Officer Training Certificate		
Course	Course Title	Semester Hours
<b>Semester I</b>		
CJLE 1506	Basic Peace Officer I	5
CJLE 1512	Basic Peace Officer II	5
		10 semester hours
<b>Semester II</b>		
CJLE 1518	Basic Peace Officer III	5
CJLE 1524	Basic Peace Officer IV	5
		10 semester hours

**PROCESS TECHNOLOGY AAS DEGREE (CIP 41.0301)**

AAS: 67-68 semester credit hours

Enhanced Skills Certificate: 14 semester credit hours

The program in Process Technology is designed to prepare students for advanced technology in the area of process operations at petrochemical, refining companies and other industries. Students will be provided with both the academic and technical competencies required by the rapidly changing technology demands of the industry. Student in the program learn theory as well as have hands-on experience.

<b>Process Technology AAS Degree</b>		
Course	Course Title	Semester Hours
<b>Freshman/Semester I</b>		
PTAC 1308	Safety, Health & Environment	3
ENGL 1301	Composition I	3
CHEM 1405	Intro Chemistry	4
COSC 1301	Introduction to Computing	3
		16 semester hours
<b>Freshman/Semester II</b>		
MATH 1314	College Algebra	3
PTAC 1410	Process Technology I – Equipment	4
SPCH 1315 or SPCH 1318	Public Speaking or Interpersonal Communication	3
PTAC 1432	Instrumentation I	4
Social and Behavioral Science elective*	*Elective from AAS General Education Course List	3
		17 semester hours
<b>Sophomore/Semester I</b>		
Humanities or Visual/Performing Arts elective*	*Elective from AAS General Education Course List	3
PTAC 2314	Quality	3
PTAC 2436	Instrumentation II	4
PTAC 2420	Process Technology II – Systems	4
FIRT 1315	Hazardous Materials	3
		17 semester hours
<b>Sophomore/Semester II</b>		
PTAC 1454	Petrochemical Processes	4
PTAC 2446	Process Troubleshooting	4
BMGT 2347	Critical Thinking & Problem Solving	3
PTAC 2438 ‡	Process Technology III ‡	4
PHED 1304	Health	3
CTEC 1380 ¥	Cooperative Education I-Chemical Technician	3
‡ CTEC 1380 Cooperative Education-Technician will substitute for this course; see course description		17-18 semester hours
¥ PTAC 2438 must be taken to satisfy degree requirements; if not selected for CTEC 1380		

<b>Enhanced Skills Certificate- Nuclear Power Technology</b>		<b>AAS Process Technology Required</b>
Course	Course Title	Semester Hours
<b>Freshman/Semester I</b>		
NUCP 1370	Nuclear Fundamentals I	3
NUCP 1471	Nuclear Fundamentals II	4
NUCP1472	Nuclear Power Plant Organization & Processes	4
NUCP 1371	Math & Chemistry Fundamentals for Nuclear Power	3
		14 semester hours

### **RADIOLOGIC TECHNOLOGY AAS DEGREE (CIP 51.0911)**

AAS: 72 semester credit hours

Consistent with the mission of Wharton County Junior College, the Radiologic Technology program will graduate students with an Associate of Applied Science. The program will afford the opportunity for individual growth, application of knowledge, and articulation to a baccalaureate degree program in the pursuit of continuous knowledge. Upon graduation from the program, the student will have the clinical, problem-solving, and communication skills equal to that of an entry-level radiologic technologist, able to meet the needs of our community.

WCJC offers a cooperative program with local hospitals designed to provide understanding, proficiency, and skill in radiologic technology.

The program is accredited by:

- The Joint Review Committee on Education in Radiologic Technologists (JRCERT) – 20 N. Wacker Drive, Suite 2850, Chicago, IL 60606-2901. Telephone: 312-704-5300

Graduates are eligible to sit for the certification exam administered by:

- The American Registry of Radiologic Technologists (ARRT) – 1255 Northland Drive, St. Paul, MN 55120. Telephone: 651-687-0048.

Graduates are eligible to apply for state licensure through the Texas Department of Health.

The RT curriculum is a balance of general educational and technical courses, as well as supervised clinical work at local hospitals. These courses provide the student with an opportunity for educational development, as well as occupational competence during the 24 month program.

The Radiologic Technology program has limited enrollment. Applicants, or those seeking further information than what is provided here, should contact the director of the Radiologic Technology program.

### **ADMISSION REQUIREMENTS AND PROCEDURE**

Consideration for acceptance into the Radiologic Technology Program is based upon the submission of the following items directly to the Radiologic Technology Program:

1. Meet WCJC requirements for admission. Applicants should be college ready. Please visit Registrar's "Admission Procedures" website for information regarding steps on how to apply to the college. Turn in proof of acceptance (letter of acceptance, etc.).
2. Complete Radiologic Technology Program application.
3. A transcript from each college you have attended sent to  
-Office of Admissions and Registration (official copies)  
-Radiologic Technology Program (Unofficial Copy)
4. Transcript Evaluation Form if you have attended institutions other than WCJC. The transcript(s) should be evaluated by the transcript analyst in the Office of Admissions and Registration and a copy of the evaluation turned into the radiology program with your completed application. See 'Registrar's Information' page within the application.
5. Copy of ACT scores with a composite of at least 18 Enhanced taken within the last 5 years. Preference is given to those who score 20 or higher.
6. Brief summary of work experience. Admissions points are given to those who have at least 6 months of medical experience including volunteering.
7. Must be 18 years old.
8. Completion of 16 hours of observation in a radiology department of a hospital or clinic, observing a licensed radiographer. The prospective student must complete 8 of the 16 hours starting at 8:00 a.m. Monday through Friday. Prospective students are expected to adhere to the hospital or clinic's rules and ethical conduct codes. An appointment must be made with the contact person listed on the observation form found in the application. Please wear slacks and a nice shirt or blouse. Jeans, T-shirts, and open-toed shoes are not acceptable. If you are not dressed appropriately the clinic personnel will send you home.
9. Observation Evaluation form verifying observation hours (form included in application packet). This evaluation form will be completed by the technologist. The evaluation will be based on the prospective student's interest and involvement in the department.
10. Prepare a one-page typed summary of what you learned during your observation at the hospital during the 16 hour observation period.
11. Technical Standards form signed.
12. Confidentiality form signed.
13. Signed ARRT Eligibility Notification form.
14. Applicants must show proof of completion of the Hepatitis B vaccine series or serologic confirmation of immunity to Hepatitis B virus as a condition of full acceptance to the program. Applicants must have begun the vaccine series by **February 1<sup>st</sup>** in order to meet this requirement. The entire series must be complete by the first day of class.



15. Attend one information session prior to the May deadline. These sessions will be by appointment only. Please call 979-532-6491 and speak to the program secretary for details. Due to the number of applicants and a limited number of spaces available, admission to the program is very competitive and meeting all of the criteria does not guarantee admission to the program. Applicants should submit all necessary information on or before **the last Thursday in May**. Applications will be reviewed by the Admissions Committee.

Prior to the stated application deadline, applicants are encouraged to follow-up with the Radiology program's secretary to determine if their application is complete.

Preference is given to applicants who have college credit in the following courses. Students must receive a grade of "C" or higher in the courses listed to satisfy graduation requirements for the Radiology program.

Course	Course Title	Semester Hours
BIOL 2401**	Human Anatomy & Physiology I	4
BIOL 2402**	Human Anatomy & Physiology II	4
ENGL 1301	Composition I	3
PSYC 2301	General Psychology	3
MATH 1314	College Algebra	3
Humanities/Visual/ Performing Arts elective*	*Elective from AAS General Education Course List	3
**Taken within 5 years of admission to RT program		20 semester hours

Students who do not maintain a grade of "C" or higher in each Radiology course will be dropped from the program.

### CRIMINAL BACKGROUND CHECKS

Most clinical facilities require that criminal background checks be completed prior to allowing students to participate in clinical training at their facilities. Applicants conditionally accepted into the RT program will be required to complete a criminal background check. Final acceptance into the program is contingent upon a satisfactory background check which will be completed by an approved agency. An applicant with an unsatisfactory criminal background check will not be accepted into the program in the year for which they have applied, but will have the option of completing the following steps and re-applying for the following year:

1. Submit a "Pre-Application Review" with the American Registry of Radiologic Technologists (ARRT), and
2. Receive ARRT verification of eligibility for possible future ARRT certification.

Upon completion of the above steps the applicant may make an appointment with the program director to discuss clinical options. The clinical site must be willing to accept the applicant for clinical rotations.

The cost of the criminal background check will be at the applicant's expense; anticipated cost is estimated to be \$52.00.

### DRUG SCREENING

Applicants conditionally accepted into WCJC Radiologic Technology Program will also be required to complete a drug screen with negative results. Only drug screens conducted through a college approved agency will be accepted. The estimated cost of the drug screen is \$40.00. For more information regarding the drug screening contact the program director of the RT program.

### EXPENSES

Tuition and Fees.....	See Financial Information Section
Books.....	\$2,000 approximately
Uniform.....	Varies
CPR course.....	Varies

Liability Insurance.....	\$20 per year approximately
Physical Examination.....	Varies according to individual physician's fees
Transportation Cost.....	Vary according to clinical site
Criminal Background Check.....	\$52
Drug Screen.....	\$40
TDH License.....	\$32
ARRT Exam.....	\$250
RAD Tutor	\$100

**Capstone Experience:** During the last semester of the program, the capstone experience consists of a total body competency exam that tests the student's psychomotor skills and a mock registry exam that measures cognitive skills. The students are then allowed to sit for the American Registry of Radiologic Technologists examination.

**Degree plan below is a sample schedule assuming no previously completed course work.**

<b>Radiologic Technology AAS Degree</b>		
<b>Title</b>		
Course	Course Title	Semester Hours
<b>Freshman/Semester I</b>		
RADR 1201	Introduction to Radiography	2
RADR 1303	Patient Care	3
RADR1411	Basic Radiographic Procedures	4
BIOL 2401	Human Anatomy & Physiology I	4
		13 semester hours
<b>Freshman/Semester II</b>		
RADR 2401	Intermediate Radiographic Procedures	4
RADR 1313	Principles of Radiographic Imaging I	3
RADR 1266	Practicum I-Radiologic Technology/Science	2
BIOL 2402	Human Anatomy & Physiology II	4
MATH 1314	College Algebra	3
		16 semester hours
<b>Summer I – 10 weeks</b>		
RADR 2305	Principles of Radiographic Imaging II	3
RADR 1367	Practicum II- Radiologic Technology/Science	3
		6 semester hours
<b>Sophomore/Semester I</b>		
RADR 2309	Radiographic Imaging Equipment	3
RADR 2217	Radiographic Pathology	2
RADR 2431	Advanced Radiographic Procedures	4
RADR 2266	Practicum III- Radiologic Technology/Science	2
ENGL 1301	Composition I	3
PSYC 2301	General Psychology	3
		17 semester hours
<b>Sophomore/Semester II</b>		
RADR 2333	Advanced Medical Imaging	3
RADR 2313	Radiation Biology and Protection	3
RADR 1371	Enhanced Skills	3
RADR 2267	Practicum IV- Radiologic Technology/Science	2
Humanities or Visual/ Performing Arts elective*	*Elective from AAS General Education Course List	3
		14 semester hours
<b>Summer I – 10 weeks</b>		
RADR 2335	Radiologic Technology Seminar	3
RADR 2366	Practicum V- Radiologic Technology/Science	3
		6 semester hours

CERTIFICATE: 41 semester credit hours

The program in Surgical Technology includes theory and practical clinical experience designed to prepare the successful completer to function as an integral member of the surgical team. Emphasis is placed on the proper application of sterile technique and modern technology to patient care in the operating room. Upon completion of the program the student is qualified to take the national certification examination for surgical technologists. The program is accredited by the Accreditation Review Committee-Surgical Technology and Surgical Assisting (ARCSTSA) in collaboration with the Commission on Accreditation of the Allied Health Education Programs (CAAHEP).

Students must maintain a minimum GPA of 75 "C" in each subject to remain in the program.

- Grading system: 90-100 = "A", 80-89 = "B", 75-79 = "C", 0-74 = "F"

The Surgical Technology program is offered at the Wharton Campus only.

### **ADMISSION REQUIREMENTS AND PROCEDURE**

Applicants must:

1. Be high school graduates or have satisfactory scores on the test of General Education Development (GED) and be 18 years of age.
2. Have satisfactory scores on required pre-entrance exams:
  - Compass scores can be no older than 5 years
  - Compass reading 81+
  - Compass math 39+
  - Compass writing essay score 6+ with 58
  - Compass writing essay 5+ with 59+
  - ACT scores can be no older than 5 years
  - Enhanced ACT composite score of at least 17
  - ACT Reading score of at least 18
  - THEA given by State of WCJC only
  - ASSET test taken at WCJC only
3. Have pre-entrance physical exam by a physician; must be turned in to director before the first day.
4. Provide evidence of current certification for American Heart Association for Healthcare Providers (CPR). This certification must be maintained while enrolled in the program.
5. Submit documentation of TB skin test. Positive results of the TB skin test must be followed up by a chest x-ray or accompanied by a statement from a physician identifying the reason for a positive test and any needed treatment/follow-up.
6. Students must have the influenza vaccine prior to the first week in October.
7. Provide evidence of required immunizations or immunity to: Diphtheria-tetanus, measles, mumps, rubella, and Hepatitis B. The Hepatitis B vaccine series takes six months to complete. And the first Hepatitis B vaccine must be given no later than May 15 prior to entering the program. Evidence of flue vaccines is required by clinical sites.
8. For consideration of readmission, an applicant must take the final examinations in the courses that he/she has completed satisfactorily, and score a 75% or higher. The selection committee will review the results on an individual basis and determine admission status.
9. Applicants will be exempted from VNSG 1420 if they have taken BIOL 2401 and BIOL 2402 within the past 5 years and passed with a grade of "C" or higher. Applicants will be exempted from VNSG 1115 if they have taken BIOL 2420 within the past 5 years and passed with a grade of "C" or higher. Applicants will be exempted from SRGT 1301 if they have taken HITT 1305 and passed with a grade of "C" or higher.

Applicants must submit the following information by the last Thursday in May:

1. Copy of completed application for admission to Wharton County Junior College.
2. Completed Application to the Surgical Technology program
3. Entrance Test Scores, no older than 5 years: Compass, ACT, THEA or ASSET meeting the requirements listed in section 2, above

4. Copy of current driver's license
5. High School Transcript or GED
6. Transcripts from all colleges attended

**EXPENSES**

The following are estimated expenses for Surgical Technology students:

Tuition and Fees.....	See Financial Information Section
Books.....	\$1200 (estimate)
Uniform.....	\$250 (estimate)
CPR course.....	Varies
Liability Insurance.....	\$20 per year
Physical Examination.....	Varies according to individual physician's fees
Transportation Cost.....	Vary according to clinical site
Graduation Pin.....	\$65
Criminal Background Check.....	\$60
Name Pin.....	\$10
Drug Screen.....	\$60
AST Student Membership.....	\$45
Certification Exam Fee second semester..	\$190
NBSTSA practice certification Exam.....	\$40
Pre-entrance Test Fee (ACT).....	\$30
Accidental Insurance.....	\$15
Hospital Shoes.....	Varies
Eye-shields.....	\$12

Travel, meals, and parking pertaining to clinical sites vary according to individually planned schedules. Students are responsible for transportation.

**CRIMINAL BACKGROUND CHECK AND DRUG SCREENING**

Most clinical facilities require that criminal background checks and drug screens be completed prior to allowing students to participate in clinical training at their facilities. Applicants conditionally accepted into the Surgical Technology program will be required to complete a criminal background and drug screen through the college approved agency. Final acceptance into the program is contingent upon a satisfactory background check and a negative drug screen. The cost of the criminal background check and drug screen will be at the applicant's expense. Information regarding this process should be obtained from the Surgical Technology department head.

<b>Surgical Technology Certificate</b>		
Course	Course Title	Semester Hours
<b>Semester I</b>		
HITT 1305	Medical Terminology	3
VNSG 1420	Anatomy and Physiology for Allied Health	4
VNSG 1115	Disease Control and Prevention	1
SRGT 1405	Introduction to Surgical Technology	4
SRGT 1409	Fundamental Perioperative Concepts & Techniques	4
		16 semester hours
<b>Semester II</b>		
HPRS 2301	Pathophysiology	3
SRGT 1541	Surgical Procedures I	5
HITT 1249	Pharmacology	2
SRGT 1560	Clinical I Surgical Technology/ Technologist	5
		15 semester hours

<b>Semester III – Summer I and II</b>			
SRGT 2130	Professional Readiness		1
SRGT 1542	Surgical Procedures II		5
SRGT 2461	Clinical II-Surgical Technology/ Technologist	Capstone Course	4
			10 semester hours

### **WELDING TECHNOLOGY CERTIFICATE (CIP 48.0508)**

CERTIFICATE: 36 semester credit hours

The Welding Technology Certification (WTC) Program is designed to prepare individuals for a career as a welding technician in the fabrication, construction and manufacturing industries. This includes hands-on skills development in the application of SMAW, GTAW, GMAW, FCAW and SAW process, in all positions, using pipe, plate and structural shapes. The Welding Technology Certificate curriculum also includes basic metallurgy and inspection procedures. The WTC program prepares the student for entry-level employment as a welder or welding technician.

#### **Entrance Requirements:**

- Must meet all admission requirements to Wharton County Junior College.
- At this time, no testing is required for acceptance into the program

NOTE: Courses do not have to be taken together as a block; you may register for each class individually. To receive a certificate, the student must maintain an overall GPA of 2.0.

<b>Welding Technology Certificate</b>		
Course	Course Title	Semester Hours
<b>Semester I</b>		
WLDG 1428	Intro to Shielded Metal Arc Welding (SMAW)	4
WLDG 1417	Intro to Layout and Fabrication	4
WLDG 1413	Intro to Blueprint Reading	4
		12 semester hours
<b>Semester II</b>		
WLDG 1434	Intro to Gas Tungsten Arc Welding (GTAW)	4
WLDG 1457	Intermediate Shielded Metal Arc Welding (SMAW)	4
WLDG 1435	Intro to Pipe Welding	4
		12 semester hours
<b>Semester III</b>		
WLDG 2450	Orbital Tube Welding	4
WLDG 2453	Advanced Pipe Welding	4
WLDG 2447 or WLDG 2451	Advanced Gas Metal Arc Welding (GMAW) or Advanced Gas Tungsten Arc Welding (GTAW)	4
		12 semester hours

# Course Descriptions

## TEXAS COMMON COURSE NUMBERING SYSTEM (TCCNS)

Following each course prefix identifying the subject (e.g. BIOL for Biology), a four-digit number appears, which is a standard statewide number adopted by most colleges and universities in Texas. This numbering system is designed to:

- Identify courses with comparable content and similar competencies expected upon completion of these courses
- Help students identify which courses to complete at one college to meet specific degree requirements at another college
- Facilitate the successful transfer of coursework among colleges and universities in Texas

The TCCNS consists of a uniform set of four-character abbreviations for academic disciplines and four-digit course numbers. In courses identified as ACAD, the first digit of the number reflects the academic level of the course: 1 for freshmen, 2 for sophomore. The second digit reflects the semester-credit hour value of the course; the third and fourth digits represent sequence.

Courses identified as TECH are numbered based on the Guidelines for Instructional Programs in Workforce Education. Course rubrics (prefixes) provide a common set of unique course designations for each occupational discipline where each four-letter rubric identifies a cluster of skills and knowledge to be used in determining both course equivalency and degree applicability for transfer on a statewide basis. The four-digit number after the rubric indicates the general course level (introductory, intermediate, or advanced), the semester credit hour value, and the course type (GIPWE Manual).

The Digital Description is a series of numbers which indicate (a) the number of credit hours, (b) the number of lecture hours, and (c) the number of lab hours for that course. Examples:

- 4:3:2 - This course carries four semester credit hours and has three class hours a week of lecture and two lab hours a week.
- 3:3:0 - This course carries three credit hours and meets for three lecture hours a week. It has no lab.

## FREQUENCY OF COURSE OFFERINGS

The frequency of course offerings is given at the end of many course descriptions. However, the college reserves the right to adjust each semester's schedule in any manner as circumstances warrant.

## COURSE TYPE

Courses listed as Academic are generally transferable toward a bachelor's degree. Courses listed as Technical are not expected to transfer. At the end of each course description, the course type will be listed as ACAD or TECH.

## ACCOUNTING (ACCT)

### **ACCT 2301 Principles of Accounting I - Financial** 3:3:0

Accounting concepts and their application in transaction analysis and financial statement preparation; analysis of financial statements; and asset and equity accounting in proprietorships, partnerships, and corporations.

Prerequisite: TSI satisfied in Reading and Math

Offered: Fall & Spring Semesters

Type: ACAD

### **ACCT 2302 Principles of Accounting II - Managerial** 3:3:0

Introduction to cost behavior, budgeting, responsibility accounting, cost control, and product costing.

Prerequisite: ACCT 2301

Offered: Fall & Spring Semesters

Type: ACAD

## AGRICULTURE (AGRI)

### **AGRI 1231 Agricultural Industry** 2:2:0

Overview of world agriculture, nature of the industry, resource conservation, and the American agricultural system, including production, distribution, and marketing.

Prerequisite: None

Type: ACAD

### **AGRI 1309 Computers In Agriculture** 3:3:0

Use of computers in agricultural applications. Introduction to programming languages, word processing, electronic spreadsheets and agricultural software.

Prerequisite: None  
Type: ACAD

**AGRI 1315 Horticulture**

3:2:2

Structure, growth, and development of horticultural plants from a practical and scientific approach. Environmental effects, basic principles of propagation, greenhouse and outdoor production, nutrition, pruning, chemical control of growth, pest control, and landscaping.

Prerequisite: None  
Type: ACAD

**AGRI 1319 Introduction to Animal Science**

3:2:2

Scientific animal agriculture. Importance of livestock and meat industries. Selection, reproduction, nutrition, management, and marketing of beef cattle, swine, sheep, goats, and horses.

Prerequisite: None  
Type: ACAD

**AGRI 1325 Marketing Agricultural Products**

3:3:0

Operations in the movement of agricultural commodities from producer to consumer, including the essential marketing functions of buying, selling, transporting, storing, financing, standardizing, pricing, and risk bearing.

Prerequisite: None  
Type: ACAD

**AGRI 1329 Principles of Food Science**

3:3:0

Biological and scientific aspects of modern industrial food supply systems. Food classification, modern processing, and quality control.

Prerequisite: None  
Type: ACAD

**AGRI 1407 Agronomy**

4:3:2

Principles and practices in the development, production, and management of field crops including plant breeding, plant diseases, soils, insect control, and weed control.

Prerequisite: None  
Type: ACAD

**AGRI 2301 Agricultural Power Units**

3:2:2

Fundamentals of internal combustion engines: gasoline, diesel, and liquefied petroleum. Maintenance and adjustments of the electrical, ignition, fuel, lubricating, and cooling systems of agricultural power machinery.

Prerequisite: None  
Type: ACAD

**AGRI 2303 Agricultural Construction I**

3:2:2

Selection, use and maintenance of hand and power tools, arc and oxyacetylene welding, and construction materials and principles.

Prerequisite: None  
Type: ACAD

**AGRI 2313 Plant Protection-Entomology**

3:2:2

Principles and practices of controlling and preventing economic loss caused by plant pests. Includes instruction in entomology, plant pathology, weed science, crop science, environmental toxicology, and related environmental protection measures.

Prerequisite: TSI satisfied in Reading and Writing  
Type: ACAD

**AGRI 2317 Introduction to Agricultural Economics**

3:3:0

Fundamental economic principles and their applications to the problems of the industry of agriculture.

Prerequisite: TSI satisfied in Reading and Writing  
Type: ACAD

**AGRI 2321 Livestock Evaluation I**

3:3:0

Selection, evaluation, and classification of livestock and livestock products.

Prerequisite: None  
Type: ACAD

**AGRI 2330 Wildlife Conservation and Management**

3:3:0

Principles and practices used in the production and improvement of wildlife resources. Aesthetic, ecological, and recreational uses of public and private lands.

Prerequisite: TSI satisfied in Reading and Writing  
Type: ACAD

**AIR CONDITIONING, HEATING, REFRIGERATION AND ELECTRICAL TECHNOLOGY**

**CNBT 1301 Introduction to the Construction Industry**

3:3:0

Overview of the construction industry.

Prerequisite: High School Diploma or GED  
Type: TECH

**CNBT 2437 Construction Estimating II**

4:2:7

Advanced estimating concepts using computer software for construction and crafts.

Prerequisite: Completion of spring semester  
Type: TECH

**ELPT 1325 National Electrical Code I**

3:3:0

An introductory study of the National Electric Code (NEC) for those employed in fields requiring knowledge of the code.

Emphasis on wiring design, protection methods and materials; equipment for general use and basic calculations.

Prerequisite: High School Diploma or GED  
Type: TECH

**ELPT 1329 Residential Wiring**

3:1:8

Wiring methods for single family and multi-family dwellings. Includes load calculations, service entrance sizing, proper grounding techniques, and associated safety procedures.

Prerequisite: High School Diploma or GED  
Type: TECH

**ELPT 1345 Commercial Wiring**

3:2:3

Commercial wiring methods. Includes overcurrent protection, raceway panel board installation, proper grounding techniques, and associated safety procedures.

Prerequisite: Completion of fall semester curriculum  
Type: TECH

**ELPT 1357 Industrial Wiring**

3:2:3

Wiring methods used for industrial installations. Includes motor circuits, raceway and bus way installations, proper grounding techniques, and associated safety procedures.

Prerequisite: Completion of fall semester curriculum  
Type: TECH

**ELPT 2305 Motors and Transformers**

3:2:3

Operation of single and three-phase motors and transformers. Includes transformer banking, power factor correction and protective devices.

Prerequisite: Completion of fall semester curriculum  
Type: TECH

**HART 1301 Basic Electricity for HVAC**

3:1:8

Principles of electricity as required by HVAC, including proper use of test equipment, electrical circuits, and component theory and operation.

Prerequisite: High School Diploma or GED  
Type: TECH

**HART 1307 Refrigeration Principles**

3:1:8

An introduction to the refrigeration cycle, heat transfer theory, temperature/pressure relationship, refrigerant handling, refrigeration components and safety.

Prerequisite: High School Diploma or GED  
Type: TECH

**HART 1341 Residential Air Conditioning**

3:1:8

A study of components, applications, and installation of mechanical air conditioning systems including operating conditions, troubleshooting, repair, and charging of air

conditioning systems.

Prerequisite: Completion of fall semester curriculum  
Type: TECH

**HART 2336 Air Conditioning Troubleshooting**

3:1:8

An advanced course in application of troubleshooting principles and use of test instruments to diagnose air conditioning and refrigeration components and system problems including conducting performance tests.

Prerequisite: Completion of fall semester curriculum  
Type: TECH

**HART 2441 Commercial Air Conditioning**

4:2:7

A study of components, applications, and installation of air conditioning systems with capacities of 25 tons or less.

Prerequisite: Completion of HART 2336, or HART 1341, or ELPT 1357, or ELPT 1345, or ELPT 2305  
Type: TECH

**HART 2442 Commercial Refrigeration**

4:2:7

Theory and practical application in the maintenance of commercial refrigeration, medium and low temperature applications and ice machines.

Prerequisite: Completion of spring semester curriculum  
Type: TECH

**ANTHROPOLOGY (ANTH)**

**ANTH 2301 Physical Anthropology**

3:3:0

Overview of human origins and bio-cultural adaptations. Also introduces methods and theory in the excavation and interpretation of material remains of past cultures.

Prerequisite: TSI satisfied in Reading and Writing  
Type: ACAD

**ANTH 2351 Cultural Anthropology**

3:3:0 Core 080

Key concepts, methods and theory in the study of cultural diversity, social institutions, linguistics, and culture change among world peoples.

Prerequisite: TSI satisfied in Reading and Writing  
Type: ACAD

**ARTS (ARTS)**

**ARTS 1303 Art History I**

3:3:0 Core 050

Examination of painting, sculpture, architecture, and other arts from prehistoric to present time. In Art History I, Western art from prehistoric times through the thirteenth century is covered.

Prerequisite: TSI satisfied in Reading and Writing  
Type: ACAD



**ARTS 1304 Art History II**

3:3:0 Core 050

Examination of painting, sculpture, architecture, and other arts from prehistoric to present time. In Art History II, Western art from the beginning of the fourteenth century to the present is covered.

Prerequisite: TSI satisfied in Reading and Writing, ARTS 1303 recommended

Type: ACAD

**ARTS 1311 Design I (2-Dimensional)**

3:2:4 Core 050

Elements and principles of art using two-dimensional concepts. Theory and practice of two-dimensional design along with color theory to enhance aesthetic judgment and use these principles and elements to solve visual problems (for art majors and non-art majors).

Prerequisite: None

Offered: Fall and Spring Semesters

Type: ACAD

**ARTS 1312 Design II (3-Dimensional)**

3:2:4

Elements and principles of art using three-dimensional concepts. Theory and practice of three-dimensional organization including the fundamentals of line, color, texture, mass, and space arrangement.

Prerequisite: ARTS 1311

Offered: Spring Semester

Type: ACAD

**ARTS 1313 Foundations of Art**

3:2:2 Core 050

Introduction to the creative media designed to enhance artistic awareness and sensitivity through the creative and imaginative use of art materials and tools. Includes art history and culture through the exploration of a variety of art works with an emphasis on aesthetic judgment and growth.

Prerequisite: TSI satisfied in Reading

Offered: Fall, Spring, and Summer I Semesters

Type: ACAD

**ARTS 1316 Drawing I**

3:2:4

Investigation of drawing media and techniques including descriptive and expressive possibilities. Explores perceptual and descriptive possibilities with consideration of drawing as a developmental process as well as an end in itself.

Prerequisite: None

Offered: Fall and Spring Semesters

Type: ACAD

**ARTS 1317 Drawing II**

3:2:4

Investigation of drawing media and techniques including descriptive and expressive possibilities. Continuation of ARTS 1316. Emphasis on figure study including anatomy, gesture, and figure composition.

Prerequisite: ARTS 1316

Offered: Spring Semester

Type: ACAD

**ARTS 2316 Painting I**

3:2:4

Exploration of ideas using painting media and techniques. Emphasis is on basic painting techniques, color mixing, and composition. Individual expression is encouraged. Students may use oil and/or acrylic paints. Individual and group criticism is encouraged.

Prerequisite: ARTS 1311 and ARTS 1316

Offered: Spring and Summer I Semesters

Type: ACAD

**ARTS 2317 Painting II**

3:2:4

Exploration of ideas using painting media and techniques. Continuation of ARTS 2316. Further skill is developed in the use of line, mass, and color in creative expression with some emphasis on painting the human figure. Individual techniques are encouraged. Three outside work hours a week.

Prerequisite: ARTS 2316

Offered: Spring Semester

Type: ACAD

**ARTS 2326 Sculpture I**

3:2:4

Exploration of ideas using sculpture media and techniques. Exploration of basic techniques and aesthetics of three-dimensional forms in various media (plaster, plastic, wood, metal), carving, forming, and casting, including additive and subtractive techniques. Three outside work hours per week.

Prerequisite: ARTS 1312 and ARTS 1317

Offered: Spring Semester

Type: ACAD

**ARTS 2346 Ceramics I**

3:2:4

Exploration of ideas using basic ceramic processes. Basic techniques in hand building: pinch, coil, and slab. Glaze formulation is explored as well as stacking and firing a kiln. The use of the potter's wheel is introduced. Three outside work hours a week.

Prerequisite: ARTS 1312 and ARTS 1317

Offered: Fall and Spring Semesters

Type: ACAD

**ARTS 2366 Watercolors I**

3:2:4

Exploration of ideas using water-based painting media and techniques. Students will experience methods in water color painting. Recommended for art majors.

Prerequisite: ARTS 2316

Offered: Fall and Spring Semesters

Type: ACAD

## **AUTOMOTIVE TECHNOLOGY (AUMT)**

### **AUMT 1249 Automotive Electronics Theory**

2:2:1

A course in automotive technology including electrical principles, semiconductor and integrated circuits, digital fundamentals, microcomputer systems, and electrical test equipment.

Prerequisite: Certificate in Automotive Technology and must be Reading TSI satisfied

Offered: Spring Semester

Type: TECH

### **AUMT 1301 Introduction and Theory of Automotive Technology**

3:3:0

An introductory overview of the automotive service industry including history, safety practices, shop equipment and tools, vehicle subsystems, service publications, professional responsibilities, and automobile maintenance.

Prerequisite: TSI Reading requirement met or minimum passing score on Pre-TASP

Offered: Fall and Spring Semesters

Type: TECH

### **AUMT 1407 Automotive Electrical Systems**

4:3:4

An overview of automotive electrical systems including topics in operational theory, testing, diagnosis, and repair of charging and starting systems, and electrical accessories. Emphasis on electrical principles, schematic diagrams and service manuals. May be taught manufacturer specific.

Prerequisite: Credit for or concurrent enrollment in AUMT 1301

Co-requisite: AUMT 1419 and AUMT 2417

Offered: Fall Semester

Type: TECH

### **AUMT 1410 Automotive Brake Systems**

4:3:4

Operation and repair of drum/disc brake systems. Topics include brake theory, diagnosis, and repair of power, manual, anti-lock brake systems, and parking brakes. May be taught with manufacturer specific instructions.

Prerequisite: Credit for or concurrent enrollment in AUMT 1301

Co-requisite: AUMT 2413, AUMT 2425 and AUMT 2434

Offered: Spring Semester

Type: TECH

### **AUMT 1416 Automotive Suspension and Steering Systems**

4:3:4

A study of automotive suspension and steering systems including tire and wheel problem diagnosis, component repair, and alignment procedures. May be taught manufacturer specific.

Prerequisite: Credit for AUMT 1301.

Offered: Summer I Semester

Type: TECH

### **AUMT 1419 Automotive Engine Repair**

4:3:4

Fundamentals of engine operation, diagnosis, and repair. Emphasis on identification, inspection, measurements, and disassembly, repair and reassembly of the engine. May be taught manufacturer specific.

Prerequisite: Credit for or concurrent enrollment in AUMT 1301

Co-requisite: AUMT 1407 and AUMT 2417

Offered: Fall Semester

Type: TECH

### **AUMT 1445 Automotive Climate Control Systems**

4:3:4

Diagnosis and repair of manual/electronic climate control systems; includes the refrigeration cycle and EPA guidelines for refrigerant handling. May be taught manufacturer specific.

Prerequisite: Credit for or concurrent enrollment in AUMT 1301

Co-requisite: AUMT 1416

Offered: Summer 1 Semester

Type: TECH

### **AUMT 2301 Automotive Management**

3:3:0

Study of human and customer relations, and customer satisfaction in the automotive industry. Emphasis on management and building relationships between the service department and the customer.

Prerequisite: Certificate in Automotive Technology and must be Reading TSI satisfied

Offered: Spring Semester

Type: TECH

### **AUMT 2380 Cooperative Education-Automotive Technician**

3:1:20

Career related activities encountered in the student's area of specialization offered through an individualized agreement among the college, employer, and student. Under the supervision of the college and the employer, the student combines classroom learning with work experience. Includes a lecture component.

Prerequisite: Certificate in Automotive Technology and must be Reading TSI satisfied

Offered: As demand requires

Type: TECH

### **AUMT 2413 Automotive Drive Train and Axles**

4:3:4

A study of automotive clutches, clutch operation devices, manual transmissions-transaxels, and differentials with emphasis on the diagnosis and repair. May be taught with manufacturer specific instructions.

Prerequisite: Credit for or concurrent enrollment in AUMT 1301

Co-requisite: AUMT 1410, AUMT 2425, and AUMT 2434

Offered: Spring Semester

Type: TECH

**AUMT 2417 Automotive Engine Performance  
4:3:4 Analysis I**

Theory, operation, diagnosis of drivability concerns, and repair ignition and fuel delivery systems. Use of current engine performance diagnostic equipment. May be taught with manufacturer specific instructions.

Prerequisite: Credit for or concurrent enrollment in AUMT 1301

Co-requisite: AUMT 1407 and AUMT 1419

Offered: Fall Semester

Type: TECH

**AUMT 2425 Automotive Automatic Transmissions  
4:3:4 and Transaxels**

A study of the operation, hydraulic circuits and electronic controls of modern automatic transmissions/transaxels. Diagnosis, disassembly, and assembly procedures with emphasis on the use of special tools and repair techniques. May be taught manufacturer specific.

Prerequisite: Credit for or concurrent enrollment in AUMT 1301

Co-requisite: AUMT 1410, AUMT 2413 and AUMT 2434

Offered: Spring Semester

Type: TECH

**AUMT 2434 Automotive Engine Performance  
4:3:4 Analysis II**

Diagnosis and repair of emission systems, computerized engine performance systems, and advanced ignition and fuel systems. Includes use of advanced engine performance diagnostic equipment. May be taught manufacturer specific.

Prerequisite: Credit for or concurrent enrollment in AUMT 1301

Co-requisite: AUMT 1410, AUMT 2413 and AUMT 2425

Offered: Spring Semester

Type: TECH

**AUMT 2337 Automotive Electronics (advanced)  
3:2:4**

Study of electronic principles applied to microcomputers and communication systems. Includes digital fundamentals and use of electronic test equipment. May be taught manufacturer specific.

Prerequisite: Certificate in Automotive Technology and must be Reading TSI satisfied

Offered: Fall Semester

Type: TECH

**BASIC PEACE OFFICER (CJLE)**

**CJLE 1506 Basic Peace Officer I**

5:3:8

Basic preparation for a new peace officer. Topics covered are introduction to fitness and wellness, history of policing, professionalism and ethics, United States Constitution and Bill of Rights, Criminal Justice system, Texas Penal Code, Texas Code of Criminal Procedure, civil process, and stress management. Should be taken in conjunction with Basic Peace Officer II, III, and IV to

satisfy the Texas Commission on Law Enforcement (TCLEOSE) approved Basic Peace Officer Training Academy.

Prerequisite: TSI Reading requirement met or minimum passing score on Pre-TASP

Type: TECH

**CJLE 1512 Basic Peace Officer II**

5:3:8 Capstone Course

Basic preparation for a new peace officer. Topics covered are field note taking, report writing, "use of force" law and concepts, problem solving, multiculturalism, professional policing approaches, patrol procedures, victims of crime, family violence, MHMR, crowd management, HAZMAT, and criminal investigation. Should be taken in conjunction with Basic Peace Officer I, III, and IV to satisfy the Texas Commission on Law Enforcement (TCLEOSE) approved Basic Peace Officer Training Academy.

Prerequisite: TSI Reading requirement met or minimum passing score on Pre-TASP

Type: TECH

**CJLE 1518 Basic Peace Officer III**

5:3:8 Capstone Course

Basic preparation for a new peace officer. Topics covered are laws pertaining to controlled substances, crowd management, personal property, and crime scene investigation. Should be taken in conjunction with Basic Peace Officer I, II, and IV to satisfy the Texas Commission on Law Enforcement (TCLEOSE) approved Basic Peace Officer Training Academy.

Prerequisite: TSI Reading requirement met or minimum passing score on Pre-TASP

Type: TECH

**CJLE 1524 Basic Peace Officer IV**

5:3:8

Basic preparation for a new peace officer. Topics covered are laws directly related to police field work, Texas Transportation Code, intoxicated driver, Texas Penal Code, elements of crimes, Texas Family Code, Texas Alcoholic Beverage Code, and civil liability. Requires the demonstration and practice of the skills of a police officer including patrol, driving, traffic stop skills, use of force, mechanics of arrest, firearm safety, and emergency medical care. Also includes study of the techniques and procedures used by police officers on patrol. Includes controlled substance identification, handling abnormal persons, traffic collision investigation, note taking and report writing, vehicle operation, traffic direction, crowd control, and jail operations. Should be taken in conjunction with Basic Peace Officer I, II, and III to satisfy the Texas Commission on Law Enforcement (TCLEOSE) approved Basic Peace Officer Training Academy.

Prerequisite: TSI Reading requirement met or minimum passing score on Pre-TASP

Type: TECH

## BIOLOGY (BIOL)

### **BIOL 1322 Nutrition**

3:3:0

Study of the chemical, physical, and sensory properties of food; nutritional quality; and food use and diet applications.

Prerequisite: BIOL 1406 or BIOL 2401 with a grade of "C" or better; concurrent enrollment or completion of BIOL 2402 strongly suggested

Type: ACAD

### **BIOL 1406 General Biology I**

4:3:2 Core O30

Fundamental principles of living organisms will be studied, including physical and chemical properties of life, organization, function, evolutionary adaptation, and classification. Concepts of cytology, reproduction, genetics, and scientific reasoning are included. Laboratory activities will reinforce these concepts.

Prerequisite: TSI satisfied in Reading and Writing

Type: ACAD

### **BIOL 1407 General Biology II**

4:3:2 Core O30

The diversity and classification of life will be studied, including animals, plants, protists, fungi, and prokaryotes. Special emphasis will be given to anatomy, physiology, ecology, and evolution of plants and animals. Laboratory activities will reinforce these concepts.

Prerequisite: BIOL 1406 or a semester of college chemistry with a grade of "C" or better

Type: ACAD

### **BIOL 2106 Environmental Biology Lab**

1:0:2 Core O30

This laboratory-based course accompanies Biology 2306, Environmental Biology. Laboratory activities will reinforce principles of environmental systems and ecology, including biogeochemical cycles, energy transformations, abiotic interactions, symbiotic relationships, natural resources and their management, lifestyle analysis, evolutionary trends, hazards and risks, and approaches to ecological research.

Prerequisite: TSI reading and writing requirements met. Enrollment in BIOL 2306 or credit for BIOL 2306

Type: ACAD

### **BIOL 2306 Environmental Biology**

3:3:0 Core O30

Principles of environmental systems and ecology, including biogeochemical cycles, energy transformations, abiotic interactions, symbiotic relationships, natural resources and their management, lifestyle analysis, evolutionary trends, hazards and risks, and approaches to ecological research.

Prerequisite: TSI reading and writing requirements met.

Type: ACAD

### **BIOL 2401 Human Anatomy and Physiology I**

4:3:2 Core O30

Study of the structure and function of human anatomy, including the cellular organization, neuroendocrine, integumentary, and musculoskeletal systems.

Prerequisite: TSI satisfied in Reading and Writing  
Type: ACAD

### **BIOL 2402 Human Anatomy and Physiology II**

4:3:2 Core O30

(Continuation of BIOL 2401) Study of the structure and function of human anatomy, including the digestive, urinary, reproductive, respiratory, and circulatory systems.

Prerequisite: TSI reading and writing requirements met; BIOL 2401 with a grade of "C" or better.

Type: ACAD

### **BIOL 2420 Microbiology**

4:3:2 Core O30

Study of the morphology, physiology, and taxonomy of representative groups of pathogenic and nonpathogenic microorganisms. Pure cultures of microorganisms grown on selected media are used in learning laboratory techniques. Includes a brief preview of food microbes, public health, and immunology.

Prerequisite: TSI reading and writing requirements met; BIOL 1406, or BIOL 2401 with a grade of "C" or better

Type: ACAD

## BUSINESS (BUSI)

### **BUSI 1301 Business Principles**

3:3:0

Introduction to the role of business in modern society. Includes overview of business operations, analysis of the specialized fields within the business organization, and development of a business vocabulary.

Prerequisite: TSI satisfied in Reading

Offered: Fall and Spring Semesters

Type: ACAD

### **BUSI 2301 Business Law**

3:3:0

Principles of law which form the legal framework for business activity.

Prerequisite: TSI satisfied in Reading and Writing

Offered: Fall & Spring Semesters

Type: ACAD

### **BUSI 2304 Business Report Writing & Correspondence**

3:3:0

Capstone Course

Theory and applications for technical reports and correspondence in business.

Prerequisite: TSI satisfied in Reading, POFT 1301 or ENGL 1301

Offered: Spring Semester

Type: ACAD

## CHEMISTRY (CHEM)

### **CHEM 1405    Introductory Chemistry I**

4:3:2            Core 030

Survey course introducing chemistry. Topics may include inorganic, organic, biochemistry, food/physiological chemistry, and environmental/consumer chemistry. Designed for non-science and allied health students.

Prerequisite:    TSI reading satisfied or concurrent enrollment in READ 0307

Offered:        Fall, Spring and Summer I Semesters

Type:            ACAD

### **CHEM 1407    Introductory Chemistry II**

4:3:2            Core 030

(Continuation of CHEM 1405) Survey course introducing chemistry. Topics may include inorganic, organic, biochemistry, food/physiological chemistry, and environmental/consumer chemistry. Includes the following topics; solutions, acids, bases, and ionic equations, chemical equilibrium, electrochemistry, and ionic equilibria. Introduction to organic chemistry including petroleum, chemicals in the home, plastics, vitamins and drugs, and fertilizers. Introduction to nuclear chemistry.

Prerequisite:    CHEM 1405 or 1411

Offered:        As demand requires

Type:            ACAD

### **CHEM 1411    General Chemistry I**

4:3:3            Core 030

Fundamental principles of chemistry for majors in the sciences, health sciences, and engineering; topics include measurements, fundamental properties of matter, states of matter, chemical reactions, chemical stoichiometry, periodicity of elemental properties, atomic structure, chemical bonding, molecular structure, solutions, properties of gases, and an introduction to thermodynamics and descriptive chemistry. Basic laboratory experiments supporting theoretical principles presented in lecture; includes introduction of the scientific method, experimental design, data collection and analysis, and preparation of laboratory reports.

Prerequisite:    TSI satisfied in Reading and Math.  
MATH 1314 College Algebra or  
equivalent academic preparation  
High school chemistry is strongly  
recommended

Type:            ACAD

### **CHEM 1412    General Chemistry II**

4:3:3            Core 030

Continuation of CHEM 1411. Chemical equilibrium; phase diagrams and spectrometry; acid-base concepts; thermodynamics; kinetics; electrochemistry; nuclear chemistry; an introduction to organic chemistry and descriptive inorganic chemistry. Basic laboratory experiments supporting theoretical principles presented in lecture; including introduction of the scientific method, experimental design, chemical instrumentation, data collection and analysis, and

preparation of laboratory reports.

Prerequisite:    Successful completion of **Chemistry 1411 with a grade of "C" or higher.**

Offered:        Spring and Summer II Semesters

Type:            ACAD

### **CHEM 2423    Organic Chemistry I**

4:3:4            Core 030

Fundamental principles of organic chemistry will be studied, including the structure, bonding, properties, and reactivity of organic molecules; and properties and behavior of organic compounds and their derivatives. Emphasis is placed on organic synthesis and mechanisms. Includes study of covalent and ionic bonding, nomenclature, stereochemistry, structure and reactivity, reaction mechanisms, functional groups, and synthesis of simple molecules. Laboratory activities will reinforce fundamental principles of organic chemistry, including the structure, bonding, properties, and reactivity of organic molecules; and properties and behavior of organic compounds and their derivatives. Methods for the purification and identification of organic compounds will be examined.

Prerequisite:    CHEM 1412

Offered:        Fall Semester

Type:            ACAD

### **CHEM 2425    Organic Chemistry II**

4:3:4            Core 030

(Continuation of CHEM 2423)

Advanced principles of organic chemistry will be studied, including the structure, properties, and reactivity of aliphatic and aromatic organic molecules; and properties and behavior of organic compounds and their derivatives. Emphasis is placed on organic synthesis and mechanisms. Includes study of covalent and ionic bonding, nomenclature, stereochemistry, structure and reactivity, reaction mechanisms, functional groups, and synthesis of simple molecules. Laboratory activities reinforce advanced principles of organic chemistry, including the structure, properties, and reactivity of aliphatic and aromatic organic molecules; and properties and behavior of organic compounds and their derivatives.

Prerequisite:    CHEM 2423

Offered:        Spring Semesters

Type:            ACAD

## COMPUTER SCIENCE

### **ARTC 1302    Digital Imaging I**

3:2:2

Digital imaging using raster image editing and/or image creation software: scanning, resolution, file formats, output devices, color systems, digital cameras, creating image portfolios, use of color management to soft- and hard-proof finished photographs and image-acquisitions.

Prerequisite:    Grade of "C" or higher in IMED 1301

Offered:        Spring Semester

Type:            TECH

**ARTC 1305 Basic Graphic Design**

3:2:2

Graphic design with emphasis on the visual communication process. Topics include basic terminology and graphic design principles. Using page layout software to create effective static and personalized documents that observe established principles of design, typography, color, photography, and ethics.

Prerequisite: Grade of "C" or higher in IMED 1301

Offered: Fall Semester

Type: TECH

**ARTV 2301 2D Animation I**

3:2:2

Skill development in the use of software to develop storyboards and two-dimensional animation including creating, importing, and sequencing media elements to create multimedia presentation. Emphasis on conceptualization, creativity, and visual aesthetics.

Prerequisite: None

Offered: Fall Semester

Type: TECH

**BCIS 1305 Business Computer Applications**

3:2:2

Computer terminology, hardware, software, operating systems, and information systems relating to the business environment. The main focus of this course is on business applications of software, including word processing, spreadsheets, databases, presentation graphics, and business oriented utilization of the Internet. (This course is part of the Business Field of Study Curriculum)

Prerequisite: TSI Satisfied in Math and Reading

Type: ACAD

**COSC 1301 Introduction to Computing**

3:2:2

Overview of computer systems-hardware, operating systems, and microcomputer application software, including the intranet, word processing, spreadsheets, presentation graphics, and databases. Current issues such as the effect of computers on society, and the history and use of computers in business, educational, and other modern settings are also studied. This course is not intended to count toward a student's major field of study in business or computer science.

Prerequisite: TSI recommended in Reading

Type: ACAD

**COSC 1436 Programming Fundamentals I**

4:3:2

This course introduces the fundamental concepts of structured programming using Java, and provides a comprehensive introduction to programming for computer science and technology majors. Topics include software development methodology, data types, control structures, functions, arrays, and the mechanics of running, testing, and debugging. This course assumes computer literacy. (This course is included in the Field of Study Curriculum for Computer Science.)

Prerequisite: TSI satisfied in Math and Reading, ITSE 1329 recommended for students without prior programming experience

Offered: Fall Semester

Type: ACAD

**COSC 1437 Programming Fundamentals II**

4:3:2

Review of control structures and data types with emphasis on structured data types using Java. Applies the object-oriented programming paradigm, focusing on the definition and use of classes along with the fundamentals of object-oriented design. Includes basic analysis of algorithms, searching and sorting techniques, and an introduction to software engineering.

Prerequisite: COSC 1436

Offered: Spring Semester

Type: ACAD

**COSC 2425 Computer Organization and Machine Language**

4:3:2

Basic computer organization; machine cycle, digital representation of data and instructions; assembly language programming, assembler, loader, macros, subroutines, and program linkages. (This course is included in the Field of Study Curriculum for Computer Science.)

Prerequisite: COSC 1436

Offered: Spring Semester

Type: ACAD

**COSC 2436 Programming Fundamentals III**

4:3:2

Further applications of programming techniques, introducing the fundamental concepts of data structures and algorithms using Java. Topics include recursion, fundamental data structures (including stacks, queues, link lists, hash tables, trees, and graphs), and algorithmic analysis.

Prerequisite: COSC 1437

Offered: Fall Semester

Type: ACAD

**CSIR 2351 Fiber Optic Communication System Installation & Repair**

3:2:2

Focus on installation and repair of fiber optic communications systems including networks and peripherals. Topics include fiber optic technology, state-of-the-art networking systems, installation/repair of fiber optic systems, and testing equipment. Prepares students for the Electronics Technicians Association Fiber Optics Installer Certification exam.

Prerequisite: None

Offered: Fall Semester

Type: TECH

**GAME 1303 Introduction to Game Design and Development**

3:2:2

Introduction to electronic game development and game development careers.

Includes examination of history and philosophy of games, the game production process, employee factors for success in the field, and current issues and practices in the game development industry.

Prerequisite: None  
Offered: Spring Semester  
Type: TECH

**GAME 1309 Introduction to Animation  
3:2:2 Programming**

Mathematical elements and algorithms involved in basic animation. Includes generating graphics, viewing 3D environments such as visible line detection and 3D surfaces, image processing techniques, and special effects.

Prerequisite: ITSE 1307, GAME 1336 and MATH 1316  
Offered: Fall Semester  
Type: TECH

**GAME 1336 Introduction to 3D Game Modeling  
3:2:2**

Architectural spaces and modeling in a real-time game editor. Includes techniques for building, texturing, and lighting a game level to function in real-time.

Prerequisite: None  
Offered: Spring Semester  
Type: TECH

**GAME 1353 Multi-User Game Programming I  
3:2:2**

Network topologies, architecture and protocols, and communication in game and simulation programming. Introduces sockets programming utilizing TCP and UDP protocols in a high-level language. Focuses on blocking and asynchronous modes.

Prerequisite: ITSE 2331  
Offered: Spring Semester  
Type: TECH

**GAME 2303 Artificial Intelligence Programming I  
3:2:2**

Basic techniques in artificial intelligence related to game and simulation programming. Includes knowledge representation and interference techniques, expert systems, path-finding algorithms, and search techniques for problem solving.

Prerequisite: ITSE 1307  
Offered: Spring Semester  
Type: TECH

**GAME 2341 Game Scripting  
3:2:2**

Scripting languages with emphasis on game concepts and simulations.

Prerequisite: ITSE 2321  
Offered: Fall Semester  
Type: TECH

**GAME 2359 Game & Simulation Group Project  
3:2:2 (Capstone Course)**

Creation of a game and/or simulation project utilizing a team approach. Includes the integration of design, art, audio, programming, and quality assurance. This is the

capstone course for the Computer Simulation & Game Development AAS degree.

Prerequisite: GAME 2341, Local Need Android Programming, ARTV 2301 and GAME 1309

Offered: Spring  
Type: TECH

**IMED 1301 Introduction to Digital Media  
3:2:2**

A survey of the theories, elements, and hardware/software components of digital media. Emphasis on conceptualizing and producing digital media presentations. This course introduces students to vector and pixel-based image creation techniques. It provides student with tools to create and/or manipulate illustrations for given media.

Prerequisite: None  
Offered: Fall Semester  
Type: TECH

**IMED 2313 Project Analysis and Design  
3:2:2**

Application of the planning and production processes for digital media projects. Emphasis on copyright and other legal issues, content design and production management. This is the Capstone course for Digital Media.

Prerequisite: Grade of C or better in ITSW 1301, ITSE 1301, ARTC 1302  
Offered: Spring Semester  
Type: TECH

**INEW 2330 Comprehensive Software Project:  
3:2:2 Planning and Design  
Capstone Course**

A comprehensive application of skills learned in previous courses in a simulated workplace. Covers the development, testing, and documenting of a complete software and/or hardware solution. This is the capstone course for the Computer Programming AAS degree.

Prerequisite: COSC 1437  
Offered: Spring Semester  
Type: TECH

**INEW 2334 Advanced Web Programming  
3:2:2**

Web programming using industry-standard languages and data stores.

Prerequisite: ITSE 2302  
Offered: Spring Semester  
Type: TECH

**ITCC 1401 CISCO Exploration – Network  
4:3:3 Fundamentals**

Introduces the architecture, structure, functions, components, and models of the internet. Describes the use of OSI and TCP layered models to examine the nature and roles of protocols and services at the application, network, data link, and physical layers. Covers the principles and structure of IP addressing and the fundamentals of Ethernet concepts, media, and operations. Build simple LAN topologies by applying

basic principles of cabling, perform basic configurations of network devices, including routers and switches, and implementing IP addressing schemes.

Prerequisite: ITSC 1325 and ITSC 1305 recommended

Offered: Fall and Spring Semesters

Type: TECH

**ITCC 1404 CISCO Exploration 2-Routing Protocols and Concepts**  
4:3:3

This course describes the architecture, components, and operations of routers and explains the principles of routing and routing protocols. Students analyze, configure, verify, and troubleshoot the primary routing protocols of RIP v1, RIPv2, EIGRP, and OSPF. Recognize and correct common routing issues and problems. Model and analyze routing processes.

Prerequisite: Grade of "C" or higher in ITCC 1401

Offered: Spring and Summer Semesters

Type: TECH

**ITCC 2408 CISCO Exploration 3-LAN Switching and Wireless**  
4:3:3

This course helps students develop an in-depth understanding of how switches operate and are implemented in the LAN environment for small and large networks. Detailed explanations of LAN switch operations, VLAN implementation, Rapid Spanning Tree Protocol (RSTP), VLAN Trunking Protocol (VTP), Inter-VLAN routing, and wireless network operations. Analyze, configure, verify, and troubleshoot VLANs, RSTP, VTP, and wireless networks. Campus network design and Layer 3 switching concepts are introduced.

Prerequisite: Grade of "C" or higher in ITCC 1401

Offered: Fall Semester

Type: TECH

**ITCC 2410 CISCO Exploration 4-Accessing the WAN**  
4:3:3

This course explains the principles of traffic control and access control lists (ACLs) and provides an overview of the services and protocols at the data link layer for wide-area access. Describes user access technologies and devices, and discover how to implement and configure Point-to-Point Protocol (PPP), Point-to-Point Protocol over Ethernet (PPPoE), DSL, and Frame Relay. WAN security concepts, tunneling, and VPN basics are introduced. Discuss the special network services required by converged applications and an introduction to quality of service (QoS). Prepares students for the Cisco Certified Associate Certification exam.

Prerequisite: Grade of "C" or higher in ITCC 1404 and ITCC 2408

Offered: Fall Semester

Type: TECH

**ITNW 1325 Fundamentals of Networking Technologies**  
3:2:2

Instruction in networking technologies and their implementation. Topics include the OSI reference model, network protocols, transmission media, and networking hardware and software.

Prerequisite: None

Offered: Spring Semester

Type: TECH

**ITNW 1345 Implementing Network Directory Services**  
3:2:2

In-depth coverage of the skills necessary to install, configure, and administer Network Directory service.

Prerequisite: ITNW 2305

Offered: Spring Semester

Type: TECH

**ITNW 2305 Network Administration**  
3:2:2

Topics include network components, user accounts and groups, network file systems, file system security, and network printing.

Prerequisite: ITSC 1305 recommended

Offered: Spring Semester

Type: TECH

**ITNW 2311 Implementing Mail Servers**  
3:2:2

An in-depth study of electronic messaging using mail servers.

Prerequisite: ITNW 1345 and ITNW 2305

Offered: Spring Semester

Type: TECH

**ITNW 2335 Network Troubleshooting and Support**  
3:2:2

Capstone Course  
Troubleshoot and support networks with emphasis on solving real world problems in a hands-on environment. Topics include troubleshooting and research techniques, available resources, and network management hard/software. Students will complete a Capstone Project in this course.

Prerequisite: ITNW 2305 and ITNW 1345

Offered: Spring Semester

Type: TECH

**ITNW 2352 Administering SQL Server**  
3:2:2

Administering SQL Server is a skills development course in the installation, configuration, administration, and troubleshooting of SQL Servers client/server database management system version.

Prerequisite: ITNW 2305

Offered: Spring Semester

Type: TECH

**ITSC 1301 Introduction to Computers**  
3:2:2

Overview of computer information systems. Introduces computer hardware, software, procedures, and human resources. Strongly recommended TSI Math and Reading requirement met or concurrent enrollment in developmental courses.

Prerequisite: None

Offered: As needed only

Type: TECH



**ITSC 1305 Introduction to PC Operating Systems**

3:2:2

Introduction to Microsoft personal computer operating systems including installation, configuration, file management, memory and storage management, control of peripheral devices, and use of utilities.

Prerequisite: None

Offered: Fall Semester

Type: TECH

**ITSC 1307 Unix Operating System I**

3:2:2

A study of the UNIX operating system including multi-user concepts, terminal emulation, use of system editor, basic UNIX commands, and writing script files. Topics include introductory system management concepts using RedHat Linux.

Prerequisite: COSC 1301 recommended

Offered: Spring Semester

Type: TECH

**ITSC 1325 Personal Computer Hardware**

3:2:2

A study of current personal computer hardware including personal computer assembly and upgrading, setup and configuration, and troubleshooting. Students will build and configure personal computers.

Prerequisite: None

Offered: Fall Semester

Type: TECH

**ITSC 1358 Unix System Administration I**

3:2:2

Basic Unix workstation administration. Includes installing a stand-alone system, adding users, backing up and restoring file systems, and adding new printer support. Emphasis on the procedures needed to perform system administration tasks. Introduces the concept of the system and disk management.

Prerequisite: ITSC 1307

Offered: Fall Semester

Type: TECH

**ITSC 2339 Personal Computer Help Desk Support**

3:2:2

Capstone Course

Diagnosis and solution of user hardware and software related problems with on-the-job and/or simulated projects. This is the Capstone course for the PC Technical Support Certificate.

Prerequisite: ITSC 1305 and completion of 15 credit hours in the certificate

Offered: Spring Semester

Type: TECH

**ITSE 1301 Web Design Tools**

3:2:2

Designing and publishing Web documents according to World Wide Web Consortium (W3C) standards. Emphasis on optimization of graphics and images and exploration of tools available for creating and editing Web documents.

Prerequisite: IMED 1301 (or UH course DIGM 2350) or instructor's consent

Offered: Fall Semester

Type: TECH

**ITSE 1307 Introduction To C++**

3:2:2

Introduction to computer programming using C++. Emphasis on the fundamentals of object-oriented design with development, testing, implementation, and documentation. Includes language syntax, data and file structures, input/output devices, and files.

Prerequisite: COSC 1436

Offered: Spring Semester

Type: TECH

**ITSE 1311 Beginning Web Programming**

3:2:2

Skill development in web page programming including mark-up and scripting languages.

Prerequisite: None

Offered: Spring Semester

Type: TECH

**ITSE 1329 Programming Logic and Design**

3:2:2

Problem-solving applying structured techniques and representation of algorithms using design tools. Includes; testing, evaluation, and documentation.

Prerequisite: None

Offered: Fall Semester

Type: TECH

**ITSE 1350 System Analysis and Design**

3:2:2

Introduction to the planning, design, and construction of computer information systems using the systems development life cycle and other appropriate design tools.

Prerequisite: ITSE 1329

Offered: Fall Semester

Type: TECH

**ITSE 1370 Mobile Application Programming**

3:2:2

This course will cover the Android development kit and will focus on the needs for the game programmer. Both 2d and 3d graphics programmer will be used.

Prerequisite: COSC 1436

Offered: Fall Semester

Type: TECH

**ITSE 2302 Intermediate Web Programming**

3:2:2

Techniques for Web development. Includes server-side and client-side scripting.

Prerequisite: ITSE 1311 or department approval

Offered: Fall Semester

Type: TECH

**ITSE 2309 Database Programming**  
3:2:2  
Database development using database programming techniques emphasizing database structures, modeling, and database access.  
Prerequisite: None  
Offered: Fall Semester  
Type: TECH

**ITSE 2321 Object-Oriented Programming**  
3:2:2  
Introduction to object-oriented programming. Emphasis on the fundamentals of design with classes, including development, testing, implementation, and documentation.  
Prerequisite: ITSE 1350  
Offered: Spring Semester  
Type: TECH

**ITSE 2331 Advanced C++ Programming**  
3:2:2  
Further application of C++ programming techniques including file access, abstract data structures, class inheritance, and other advanced techniques.  
Prerequisite: ITSE 1307  
Type: TECH

**ITSW 1307 Introduction to Database**  
3:2:2  
Introduction to database theory and the practical applications of a database. Students will plan, define and design a database; generate tables, forms and reports and devise and process queries using Microsoft Access.  
Prerequisite: None  
Offered: Spring Semester  
Type: TECH

**ITSY 1342 Information Technology Security**  
3:2:2  
Instruction in security for network hardware, software, and data, including physical security, backup procedures, relevant tools, encryption, and protection from viruses.  
Prerequisite: ITNW 2305  
Offered: Fall Semester  
Type: TECH

## **COSMETOLOGY (CSME)**

**CSME 1310 Introduction to Hair Cutting & Related Theory**  
3:1:6  
Introduction to the theory and practice of hair cutting. Topics include terminology, implements, sectioning and finishing techniques.  
Prerequisite: Nelson-Denny  
Type: TECH

**CSME 1401 Orientation to Cosmetology**  
4:2:8  
An overview of the skills and knowledge necessary for the field of cosmetology.

Prerequisite: Nelson-Denny  
Type: TECH

**CSME 1505 Fundamentals of Cosmetology**  
5:3:8  
A course in the basic fundamentals of cosmetology. Topics include service preparation, manicure, facial, chemical services, shampoo, haircut, wet styling, and comb out.  
Prerequisite: Nelson-Denny  
Type: TECH

**CSME 1551 Artistry of Hair Theory and Practice**  
5:3:7  
Instruction in the artistry of hair design. Topics include theory, techniques, and application of hair design.  
Prerequisite: Nelson-Denny  
Type: TECH

**CSME 1453 Chemical Reformation and Related Theory**  
4:2:8  
Presentation of the theory and practice of chemical reformation including terminology, application, and workplace competencies.  
Prerequisite: Nelson-Denny  
Type: TECH

**CSME 2202 Introduction to Application of Hair Color**  
2:0:6  
Introduction to basic hair color applications, including safety and sanitation procedures.  
Prerequisite: Nelson-Denny  
Type: TECH

**CSME 2237 Advanced Cosmetology Techniques**  
2:1:4  
Mastery of advanced cosmetology techniques including hair designs, professional cosmetology services, and workplace competencies.  
Prerequisite: Nelson-Denny  
Type: TECH

**CSME 2343 Salon Development**  
3:2:3  
Applications of procedures necessary for salon development. Topics include professional ethics and goals, salon operation, and record keeping.  
Prerequisite: Director approval  
Type: TECH

**CSME 2501 Principals of Hair Color and Theory**  
5:3:7  
Presentation of the theory, practice, and chemistry of hair color. Topics include terminology, application and workplace competencies related to hair color.  
Prerequisite: Nelson-Denny  
Type: TECH

**CSME 2439 Advanced Hair Design**  
4:2:8  
Advanced concepts in the theory and practice of hair design.

Prerequisite: Director Approval  
Type: TECH

**CSME 2441 Preparation for the State Licensing Exam**  
4:2:8

Demonstrate the skills and knowledge required for completion of the state licensing examination.

Prerequisite: Director Approval  
Type: TECH

**CRIMINAL JUSTICE (CRIJ)**

**CJSA 2288 Internship-Criminal Justice/Safety Studies I**  
2:1:6

A work-based learning experience that enables the student to apply specialized occupational theory, skills and concepts. A learning plan is developed by the college and the employer. Provides the pre-service law-enforcement student with on-site experience at various levels such as federal, states, and local agencies. Provides field observation and actual work experience in a law-enforcement agency. This is a required course for all students seeking an Associate of Applied Science degree in Criminal Justice. In-service students currently employed as full-time commissioned peace officers can satisfy degree requirements for the internship courses under the provisions related to work/life experience.

Prerequisite: Completion of nine hours in academic criminal justice courses and instructor approval.

Offered: Summer I Semester  
Type: TECH

**CJSA 2289 Internship -Criminal Justice/Safety Studies II (Continuation of CJSA 2288)**  
2:1:6

A work-based learning experience that enables the student to apply specialized occupational theory, skills and concepts. A learning plan is developed by the college and the employer.

Prerequisite: Instructor approval and successful completion of CJSA 2288

Offered: Summer II Semester  
Type: TECH

**CRIJ 1301 Introduction to Criminal Justice**  
3:3:0

History, philosophy, and ethical considerations of criminal justice; the nature and impact of crime; and an overview of the criminal justice system including law enforcement, and court procedures.

Prerequisite: TSI satisfied in Reading and Writing  
Type: ACAD

**CRIJ 1306 Court Systems and Practices**  
3:3:0

Study of the judiciary in the American criminal justice system and the adjudication processes and procedures.

Prerequisite: TSI satisfied in Reading and Writing  
Type: ACAD

**CRIJ 1307 Crime in America**  
3:3:0 Core 080

American crime problems in historical perspective, social and public policy factors affecting crime, impact and crime trends, social characteristics of specific crimes, and prevention of crime.

Prerequisite: TSI satisfied in Reading and Writing  
Type: ACAD

**CRIJ 1310 Fundamentals of Criminal Law**  
3:3:0

Study of criminal law, its philosophical and historical development, major definitions and concepts, classifications and elements of crime, penalties using Texas statutes as illustrations, and criminal responsibility.

Prerequisite: TSI satisfied in Reading and Writing  
Type: ACAD

**CRIJ 2301 Community Resources in Corrections**  
3:3:0

An introductory study of the role of the community in corrections; community programs for adults and juveniles; administration of community programs; legal issues; future trends in community treatment.

Prerequisite: TSI satisfied in Reading and Writing  
Type: ACAD

**CRIJ 2313 Correctional Systems and Practices**  
3:3:0

Corrections in the criminal justice system, organization of correctional systems, correctional role, institutional operations, alternative to institutionalization, treatment and rehabilitation, current and future issues.

Prerequisite: TSI satisfied in Reading and Writing  
Type: ACAD

**CRIJ 2314 Criminal Investigation**  
3:3:0

Investigative theory, collection and preservation of evidence, sources of information, interview and interrogation, uses of forensic sciences, case and trial preparation.

Prerequisite: TSI satisfied in Reading and Writing  
Type: ACAD

**CRIJ 2323 Legal Aspects of Law Enforcement**  
3:3:0

Police authority; responsibilities; constitutional constraints; laws of arrest, search and seizure; police liability.

Prerequisite: CRIJ 1306 and 1310 recommended  
Type: ACAD

**CRIJ 2328 Police Systems and Practices**  
3:3:0

The police profession; organization of law enforcement systems; the police role; police discretion; ethics; police-community interaction; current and future issues.

Prerequisite: TSI satisfied in Reading and Writing  
Type: ACAD

## DENTAL HYGIENE (DHYG)

### **DHYG 2253 Dental Hygiene Practice**

2:2:0

Emphasis on the laws governing the practice of dentistry and dental hygiene, moral standards, and the ethical standards established by the dental hygiene profession. Practice setting for the dental hygienist, office operations, and preparations for employment.

Prerequisite: DHYG 2362, 2201, 1315 and 1235 with a grade of "C" or higher

Offered: Spring Semester

Type: TECH

### **DHYG 1227 Preventive Dental Hygiene Care**

2:2:0

The role of the dental hygienist as a therapeutic oral health care provider with emphasis on concepts of disease management, health promotion, communication, and behavior modification.

Prerequisite: DHYG 1301, 1311, and 1431 with a grade of "C" or higher

Offered: Spring Semester

Type: TECH

### **DHYG 1235 Pharmacology for the Dental Hygienist**

2:2:0

Classification of drugs and their uses, actions, interactions, side effects, contraindications, with emphasis on dental applications.

Prerequisite: DHYG 1339, 1304, 1261, 1227, 1319 and 1307 with a grade of "C" or higher

Offered: Fall Semester

Type: TECH

### **DHYG 1261 Clinical Dental Hygiene I**

2:0:11

A health related work-based learning experience that enables the student to apply specialized occupational theory, skills, and concepts. Direct supervision is provided by the clinical professional.

Prerequisite: DHYG 1301, 1311, and 1431 with a grade of "C" or higher

Offered: Spring Semester

Type: TECH

### **DHYG 1271 Service Learning for Local Need**

2:1:2

An advanced level course. A structured learning experience that combines community service with the explicit academic learning objectives, preparation, and reflection. Further development of clinical skills, interpersonal skills, and leadership while facilitating a sense of social responsibility and citizenship skills. Impacts academic learning by demonstrating problem analysis, critical thinking, and cognitive development as well as benefiting the community.

Prerequisite: DHYG 2362, 2201, 1315 and 1235 with a grade of "C" or higher

Offered: Spring Semester

Type: TECH

### **DHYG 1301 Orofacial Anatomy, Histology & Embryology**

3:3:1

Histology and embryology of oral tissues, gross anatomy of the head and neck, tooth morphology, and individual tooth identification.

Prerequisite: Open only to students admitted to Dental Hygiene Program

Offered: Fall Semester

Type: TECH

### **DHYG 1304 Dental Radiology**

3:2:3

Fundamentals of oral radiography, including techniques, interpretation, quality assurance, and ethics.

Prerequisite: DHYG 1301, 1311, and 1431 with a grade of "C" or higher

Offered: Spring Semester

Type: TECH

### **DHYG 1307 General & Dental Nutrition**

3:3:0

General nutrition and nutritional biochemistry emphasizing the effect nutrition has on oral health.

Prerequisite: DHYG 1301, 1311, and 1431 with a grade of "C" or higher

Offered: Spring Semester

Type: TECH

### **DHYG 1311 Periodontology**

3:3:1

Normal and diseased periodontium including the structural, functional, and environmental factors. Emphasis on etiology, pathology, treatment modalities, and therapeutic and preventive periodontics.

Prerequisite: Open only to students admitted to Dental Hygiene Program

Offered: Fall Semester

Type: TECH

### **DHYG 1315 Community Dentistry**

3:3:1

Principles and concepts of community public health and dental health education emphasizing community assessment, educational planning, implementation, and evaluation, including methods and materials used in teaching dental health education in various community settings.

Prerequisite: DHYG 1339, 1304, 1261, 1227, 1319, and 1307 with a grade of "C" or higher

Offered: Fall Semester

Type: TECH

### **DHYG 1319 Dental Materials**

3:2:2

Physical and chemical properties of dental materials including the application and manipulation of the various materials used in dentistry.

Prerequisite: DHYG 1339, 1304, 1261, 1227, and 1307 with a grade of "C" or higher

Offered: Summer I Semester

Type: TECH

**DHYG 1339 General and Oral Pathology**

3:3:0

Disturbances in human body development, diseases of the body, and disease prevention measures with emphasis on the oral cavity and associated structures.

Prerequisite: DHYG 1301, 1311, and 1431 with a grade of "C" or higher

Offered: Spring Semester

Type: TECH

**DHYG 1431 Preclinical Dental Hygiene**

4:2:6

Foundational knowledge for performing clinical skills on patients with emphasis on procedures and rationale for performing dental hygiene care. Introduction to ethical principles as they apply to dental hygiene care.

Prerequisite: Open only to students admitted to Dental Hygiene Program

Offered: Fall Semester

Type: TECH

**DHYG 2201 Contemporary Dental Hygiene Care I**

2:2:0

Dental hygiene care for the medically or dentally compromised patient including supplemental instrumentation techniques.

Prerequisite: DHYG 1227, 1261, 1304, 1307, 1319, and 1339 with grade of "C" or higher

Offered: Fall Semester

Type: TECH

**DHYG 2231 Contemporary Dental Hygiene Care II**

2:2:0

A continuation of Contemporary Dental Hygiene Care I. Dental hygiene care for the medically or dentally compromised patient including advanced instrumentation techniques.

Prerequisite: DHYG 2362, 2201, 1315 and 1235 with grade of "C" or higher

Offered: Spring Semester

Type: TECH

**DHYG 2362 Clinical Dental Hygiene II**

3:0:14

A health related work-based learning experience that enables the student to apply specialized occupational theory, skills, and concepts. Direct supervision is provided by the clinical professional.

Prerequisite: DHYG 1339, 1304, 1261, 1319, 1227 and 1307 with a grade of "C" or higher

Offered: Fall Semester

Type: TECH

**DHYG 2363 Clinical Dental Hygiene III**

3:0:14

A health related work-based learning experience that enables the student to apply specialized occupational theory, skills, and concepts. Direct supervision is provided by the clinical professional.

Prerequisite: DHYG 2362, 2201, 1315 and 1235 with grade of "C" or higher

Offered: Spring Semester

Type: TECH

**DRAMA (DRAM)****DRAM 1120 Theater Practicum I**

1:0:4

Practicum in theater with emphasis on technique and procedures with experience gained in play productions.

Prerequisite: None

Offered: Fall and Spring Semesters

Type: ACAD

**DRAM 1161 Musical Theatre**1:0:3  
Or MUSI 1159

Study and performance of works from the musical theater repertoire.

Prerequisite: None

Offered: Periodically

Type: ACAD

**DRAM 1310 Introduction to Theater**3:3:0  
Core 050

Survey of all phases of theater including its history, dramatic works, stage techniques, production procedures, and relation to the fine arts. Participation in major productions may be required.

Prerequisite: TSI satisfied in Reading and Writing

Offered: Fall and Spring Semesters

Type: ACAD

**DRAM 1322 Stage Movement**

3:3:0

Principles, practices, and exercises in body techniques and stage movement; emphasis on character movement and body control.

Prerequisite: None

Offered: Fall and Spring Semesters

Type: ACAD

**DRAM 1330 Stagecraft I**

3:0:6

Study and application of visual aesthetics of design which may include the physical theater, scenery construction and painting, properties, lighting, costume, makeup, and backstage organization.

Prerequisite: None

Offered: Fall Semester

Type: ACAD

**DRAM 1342 Introduction to Costume**

3:2:3

Principals and techniques of costume design and construction for theatrical productions.

Prerequisite: DRAM 1310 or concurrent enrollment in DRAM 1310 recommended

Type: ACAD

**DRAM 1351 Acting I**

3:3:0

Development of basic skills and techniques of acting including increased sensory awareness, ensemble performing, character analysis, and script analysis. Emphasis on the mechanics of voice, body, emotion, and analysis as tools for the actor.

Prerequisite: TSI satisfied in Reading and Writing  
Type: ACAD

**DRAM 1352 Acting II**

3:3:0

Continuation of DRAM 1351; Development of basic skills and techniques of acting including increased sensory awareness, ensemble performing, character analysis, and script analysis. Emphasis on the mechanics of voice, body, emotion, and analysis as tools for the actor. Students are required to participate in a series of acting exercises and performances.

Prerequisite: TSI satisfied and DRAM 1351 or consent of instructor

Offered: Periodically

Type: ACAD

**DRAM 2331 Stagecraft II**

3:0:6

Continuation of the study and application of visual aesthetics of design which may include the physical theater, scenery construction and painting, properties, lighting, costume, makeup, and backstage organization.

Prerequisite: None. DRAM 1330 recommended

Offered: Spring Semester

Type: ACAD

**DRAM 2351 Acting III**

3:3:0

Development of basic skills and techniques of acting including increased sensory awareness, ensemble performing, character analysis, and script analysis. Emphasis on the mechanics of voice, body, emotion, and analysis as tools for the actor.

Prerequisite: DRAM 1351 or consent of instructor

Offered: Periodically

Type: ACAD

**DRAM 2366 Development of the Motion Picture**

3:3:0 Core 050

Emphasis on the analysis of the visual and aural aspects of selected motion pictures, dramatic aspects of narrative films, and historical growth and sociological effect of film as an art.

Prerequisite: TSI satisfied in Reading and Writing

Offered: Spring Semester

Type: ACAD

**EARLY CHILDHOOD DEVELOPMENT**

**CDEC 1313 Curriculum Resources for Early Childhood Program**

3:3:0

A study of the fundamentals developmentally appropriate curriculum design and implementation in early care and education programs for children.

Prerequisite: None

Type: TECH

**CDEC 1319 Child Guidance**

3:3:0

An exploration of guidance strategies for promoting prosocial behaviors with individual and groups of

children. Emphasis on positive guidance principles and techniques, family involvement and cultural influences. Practical application through direct participation with children.

Prerequisite: None

Type: TECH

**CDEC 1321 The Infant and Toddler**

3:3:0

A study of appropriate infant and toddler programs (birth to age 3), including an overview of development, quality routines, learning environments, materials and activities, and teaching/guidance techniques. CDEC elective for the AAS degree.

Prerequisite: None

Type: TECH

**CDEC 1323 Observation and Assessment**

3:3:0

A study of observation skills, assessment techniques, and documentation of children's development. A CDEC elective for the AAS degree.

Prerequisite: None

Type: TECH

**CDEC 1356 Emergent Literacy for Early Childhood**

3:3:0

An exploration of principles, methods, and materials for teaching young children language and literacy through a play-based, integrated curriculum.

Prerequisite: CDEC 1313

Type: TECH

**CDEC 1358 Creative Arts for Early Childhood**

3:3:0

An exploration of principles, methods, and materials for teaching children music, movement, visual arts, and dramatic play through process-oriented experiences to support divergent thinking.

Prerequisite: None

Type: TECH

**CDEC 1359 Children with Special Needs**

3:3:0

A survey of information regarding children with special needs including possible causes and characteristics of exceptionalities, intervention strategies, available resources, referral processes, the advocacy role, and legislative issues.

Prerequisite: None

Type: TECH

**CDEC 2307 Math and Science for Early Childhood**

3:3:0

An exploration of principles, methods, and materials for teaching children math and science concepts and process skills through discovery and play.

Prerequisite: None

Type: TECH

**CDEC 2315      Diverse Cultural/Multilingual  
3:3:0            Education**

An overview of multicultural topics and education. Includes relationships with the family and community awareness and sensitivity to diversity, and individual needs of children. This is an intermediate level elective course used to satisfy requirements for the AAS degree in Early Childhood.

Prerequisite: Sophomore standing and approval of the program director

Type: TECH

**CDEC 2341      The School Age Child  
3:3:0**

A study of programs for the school age child (5 to 13 years), including an overview of development, learning environments, materials, and activities and teaching/guidance techniques.

A CDEC elective for the AAS degree.

Prerequisite: None

Type: TECH

**CDEC 2386      Internship Child Care Provider/  
3:0:9            Assistant**

Capstone Course

A work-based learning experience that enables the student to apply specialized occupational theory, skills and concepts. A learning plan is developed by the college and the employer. This course requires students to complete a number of hours in an external learning environment. Contact the program director for more information.

Prerequisite: Approval of program director and must be in final semester of program

Type: TECH

**CDEC 2426      Administration of Programs for  
4:3:2            Children I**

Application of management procedures for early care and education programs. Includes planning, operating, supervising, and evaluating programs. Topics cover philosophy, types of programs, policies, fiscal management, regulations, staffing, evaluation, and communication. This course requires students to complete a number of hours in an external learning environment. Contact the program director for more information.

Prerequisite: Approval of program director.

Type: TECH

**CDEC 2428      Administration of Programs for  
4:3:2            Children II**

An in-depth study of the skills and techniques in managing early care and education programs, including legal and ethical issues, personnel management, team building, leadership, conflict resolution, stress management advocacy, professionalism, fiscal analysis and planning parent education/partnerships. This is an intermediate level elective course used to satisfy requirements for the AAS degree in Early Childhood. This course requires students to complete a number of hours in an external learning environment. Contact the program director for more information.

Prerequisite: Approval of program director and CDEC 2426

Type: TECH

**TECA 1303      Family, School, and the Community  
3:3:0**

A study of the child, family, community, and schools, including parent education and involvement, family and community lifestyles, child abuse, and current family life issues. The course content is aligned as applicable with the State Board for Educator Certification Pedagogy and Professional Responsibilities standards. This course requires students to participate in a minimum of 16 hours of field experiences with children from infancy through age 12 years in a variety of settings with varied and diverse populations.

Prerequisite: Students must pass a criminal history check

Type: ACAD

**TECA 1311      Educating Young Children  
3:3:0**

An introduction to the education of the young child, including developmentally appropriate practices and programs, theoretical and historical perspectives, ethical and professional responsibilities, and current issues. The course content is aligned as applicable with the State Board for Educator Certification Pedagogy and Professional Responsibilities standards. This course requires students to participate in a minimum of 16 hours of field experiences with children from infancy through age 12 years in a variety of settings with varied and diverse populations.

Prerequisite: TSI satisfied; students must pass a criminal history check

Type: ACAD

**TECA 1318      Wellness of the Young Child  
3:3:0**

A study of the factors that impact the well-being of the young child including healthy behavior, food, nutrition, fitness, and safety practices. Focus on local and national standards and legal implications of relevant policies and regulations. The course content must be aligned as applicable with State Board for Educator Certification Pedagogy and Professional Responsibilities standards. This course requires students to participate in field experiences with children from infancy through age 12 years in a variety of settings with varied and diverse populations and includes a minimum of 16 hours of field experiences scheduled in approved settings.

Prerequisite: Students must pass a criminal history check

Type: ACAD

**TECA 1354      Child Growth and Development  
3:3:0**

A study of the physical, emotional, social, and cognitive factors impacting growth and development of children through adolescence.

Prerequisite: TSI satisfied in Reading and Writing

Type: ACAD

## ECONOMICS (ECON)

**ECON 2301 Principles of Macroeconomics  
(Economics)**  
3:3:0 Core 080

An analysis of the economy as a whole including measurement and determination of Aggregate Demand and Aggregate Supply, national income, inflation, and unemployment. Other topics include international trade, economic growth, business cycles, and fiscal policy and monetary policy.

Prerequisite: TSI satisfied  
Type: ACAD

**ECON 2302 Principles of Microeconomics  
(Economics)**  
3:3:0 Core 080

Analysis of the behavior of individual economic agents, including consumer behavior and demand, producer behavior and supply, price and output decisions by firms under various market structures, factor markets, market failures, and international trade.

Prerequisite: TSI satisfied  
Type: ACAD

## EDUCATION

**EDUC 1301 Introduction to the Teaching  
Profession**  
3:3:0

An enriched and integrated pre-service course and content experience that provides active recruitment and institutional support of students interested in a teaching career especially in high need fields. Provides students with opportunities to participate in early field observations at all levels of P-12 schools with varied and diverse student populations, provides students with support from college and school faculty, preferably in small cohort groups, for the purpose of introduction to and analysis of the culture of schooling and classrooms. The course content is aligned as applicable with the State Board for Educator Certification Pedagogy and Professional Responsibilities standards. Course must include a minimum of 16 contact hours of field experiences in P-12 classrooms.

Prerequisite: TSI satisfied; students must pass a criminal history check. Recommended G-4/G-8; Secondary Certification  
Type: ACAD

**EDUC 2301 Introduction to Special Populations**  
3:3:0

An enriched, integrated pre-service course and content experience that provides an overview of schooling and classrooms from the perspectives of language, gender, socioeconomic status, ethnic and academic diversity, and equity with an emphasis on factors that facilitate learning. It provides students with opportunities to participate in early field observations of P-12 special populations. The course should be aligned as applicable with State Board for Educator Certification Pedagogy and Professional Responsibilities standards. It must

include a minimum of 16 contact hours of field experience in P-12 classrooms with special populations.

Prerequisite: EDUC 1301; students must pass a criminal history check  
Type: ACAD

## ELECTRONICS ENGINEERING TECHNOLOGY

**CETT 1321 Electronic Fabrication**  
3:3:1

A study of electronic circuit fabrication techniques including printed circuit boards, wire wrapping, bread boarding, and various soldering techniques. Skill in techniques of electronic equipment fabrication is gained through layout and construction of a complete unit. Component recognition, schematic symbols, discrete, leaded, and surface-mount components. IPC-A-610B training.

Prerequisite: None  
Type: TECH

**CETT 1331 Programming for Discrete Electronic  
Devices**  
3:3:1

Introduction to a high level programming language such as BASIC, PASCAL, or "C". Topics include structured programming and problem solving and how they apply to discrete electronic devices. Lecture and lab programming practice using Python. Includes structured programming and problem solving applicable to discrete electronic devices.

Prerequisite: Math 1314  
Type: TECH

**CETT 1341 Solid State Circuits**  
3:3:1

A study of various semiconductor devices incorporated in circuits and their applications. Emphasis on circuit construction, measurements, and analysis. Multistage transistor amplifiers, common-collector circuits, power amplifiers, amplifier class A, B, and C configurations, FET circuits, thyristors, amplifier frequency response, and basic linear operational amplifier circuits.

Prerequisite: CETT 1429  
Type: TECH

**CETT 1403 D.C. Circuits**  
4:3:3

A study of the fundamentals of direct current including Ohm's Law, Kirchoff's Laws, and circuit analysis techniques. Emphasis on circuit analysis of resistive networks and DC measurements. Voltage, current, resistance, Ohms Law, Kirchoff's Voltage and Current Laws, Thevenin, Norton, superposition, and maximum power transfer theorems. Laboratory use of components, meters, power supplies, and oscilloscope.

Prerequisite: Credit for or concurrent enrollment in both CETT 1425 and MATH 1314  
Type: TECH



**CETT 1405      A.C. Circuits**

4:3:3

A study of the fundamentals of alternating current including series and parallel AC circuits, phasors, capacitive and inductive networks, transformers, and resonance. Sinusoidal steady-state circuit analysis using complex numbers, inductance, capacitance, RL and RC time constants, transformers, resonance, filters, and frequency response. Laboratory realization of lecture topics.

Prerequisite: CETT 1403 or approved credit for CETT 1403 from a high school with which WCJC has a current articulation agreement for Electronics Engineering Technology. MATH 1316 or concurrent enrollment

Type: TECH

**CETT 1425      Digital Fundamentals**

4:3:3

An entry level course in digital electronics to include numbering systems, logic gates, Boolean algebra, combinational logic, binary mathematics, digital codes, Karnaugh maps, and the introduction to flip flops. Emphasis on circuit logic analysis and troubleshooting digital circuits. Introduction to flip-flops. Laboratory realization of logic circuits using TTL and CMOS gates. Laboratory use of logic probes, meters, and oscilloscopes for digital troubleshooting.

Prerequisite: Credit for or concurrent enrollment in both CETT 1403 and MATH 1314

Type: TECH

**CETT 1429      Solid State Devices**

4:3:3

A study of diodes and bipolar semiconductor devices, including analysis of static and dynamic characteristics, bi techniques, and thermal considerations of solid state devices. Basic power-supply design and application. Linear and switching circuits. Laboratory realization of lecture topics.

Prerequisite: CETT 1403 or approved credit for CETT 1403 from a high school with which WCJC has a current articulation agreement for Electronics Engineering Technology. MATH 1316 or concurrent enrollment

Type: TECH

**CETT 1445      Microprocessors**

4:3:3

An introductory course in microprocessor software and hardware, its architecture, timing sequence, operation, and programming. Discussion of appropriate software diagnostic language and tools. Organization, construction, and application of stored program LSI computers, both hardware and software. Microprocessor architecture: processor, memory and I/O. The bus concept, RAM and ROM. Instruction sets for the Intel 80xxx. Programming and I/O for open and closed-loop control. Laboratory application of concepts using microprocessor systems with extensive troubleshooting experience.

Prerequisite: CETT 1449

Type: TECH

**CETT 1449      Digital Systems**

4:3:3

A course in electronics covering digital systems. Emphasis on application and troubleshooting digital systems using counters, registers, code converters, multiplexers, analog-to-digital-to-analog circuits, and large-scale integrated circuits. Logic family characteristics: TTL, ECL, and CMOS. I/O techniques and devices, A/D, D/A conversion, and display methods.

Prerequisite: CETT 1425

Type: TECH

**CETT 1457      Linear and Integrated Circuits**

4:3:3

A study of the characteristics, operations, stabilization, testing, and feedback techniques of linear integrated circuits. Application in computation, measurements, instrumentation, and active filtering.

Prerequisite: CETT 1405 and 1429

Type: TECH

**CETT 2349      Research and Project Design**

3:2:2

Capstone Course

Principles of electrical/electronic design encompassing schematics, wiring diagrams, materials lists, operating characteristics, completion schedules, and cost estimates. The student will be required to plan and develop a project consisting of research, design, layout, construction and operation of an electrical-mechanical project. A formal written report and a demonstration and presentation of process and results is required. This course is intended to provide the Capstone experience for graduation Electronics Engineering Technology students.

Prerequisite: Electronics Engineering Technology major expecting graduation in the current semester

Type: TECH

**ELMT 1301      Programmable Logic Controllers**

3:3:1

An introduction to programmable logic controllers as used in industrial environments including basic concepts, programming, applications, troubleshooting of ladder logic, and interfacing of equipment. Laboratory experience in programming and interfacing commercial PLCs.

Prerequisite: CETT 1405, 1425, and 1429

Type: TECH

**ELMT 2433      Industrial Electronics**

4:3:3

A study of devices, circuits, and systems primarily used in automated manufacturing and/or process control including computer controls and interfacing between mechanical, electrical, electronic, and computer equipment. Presentation of programming schemes. Analog and digital control loops and their application in process control and robotics. Microprocessors for control and monitoring. Sensing devices for pressure,

level, flow, temperature, and position. Signal processing: A/D and D/A conversion, feedback, and servos. Laboratory work includes microprocessor and robotics interfacing and control circuits.

Prerequisite: CETT 1457

Type: TECH

### **EECT 1303 Introduction to Telecommunications**

3:3:0

An overview of the telecommunications industry. Topics include the history of the telecommunications industry, terminology, rules and regulations, industry standards and protocols, microwave, satellite, optical and wire/cable-based communications systems. Instruction in installation, testing, and maintenance of communications systems components. Introduction to data communication protocols.

Prerequisite: CETT 1405, 1429, and 1449

Type: TECH

### **EECT 2439 Communication Circuits**

4:3:3

A study of communications systems with emphasis on amplitude modulation, frequency modulation, phase modulation, and digital pulse modulation. Discussion of several types of modulators, demodulators, receivers, transmitters, and transceivers. Laboratory realization of lecture topics.

Prerequisite: CETT 1405, 1425, and 1429

Type: TECH

## **EMERGENCY MEDICAL TECHNOLOGY-PARAMEDIC**

### **EMSP 1260 Clinical-Emergency Medical Technology (EMT Paramedic)-Basic**

2:0:6

A health-related work-based learning experience that enables the student to apply specialized occupational theory, skills, and concepts. Direct supervision is provided by the clinical professional.

Prerequisite: TSI Reading requirement met

Co-requisite: EMSP 1401

Type: TECH

### **EMSP 1338 Introduction to Advanced Practice**

3:3:1

Fundamental elements associated with emergency medical services to include preparatory practices, pathophysiology, medication administration, and related topics.

Prerequisite: TSI Reading Requirement met; EMSP 1401 and EMSP 1260

Co-requisite: EMSP 1355, EMSP 1356, EMSP 2260, EMSP 2444 and EMSP 2261

Type: TECH

### **EMSP 1355 Trauma Management**

3:2:2

Knowledge and skills in the assessment and management of patients with traumatic injuries.

Prerequisite: TSI Reading requirement met; EMSP 1401 and EMSP 1260

Co-requisite: EMSP 1338, EMSP 1356, EMSP 2260, EMSP 2444 and EMSP 2261

Type: TECH

### **EMSP 1356 Patient Assessment and Airway Management**

3:2:3

Knowledge and skills required to perform patient assessment, airway management, and artificial ventilation.

Prerequisite: TSI Reading requirement met; EMSP 1401 and EMSP 1260

Co-requisite: EMSP 1338, EMSP 1355, EMSP 2260, EMSP 2444 and EMSP 2261

Type: TECH

### **EMSP 1401 Emergency Medical Technician-Basic**

4:3:4

Preparation for certification as an Emergency Medical Technician (EMT). Includes all the skills necessary to provide emergency medical care at a basic life support level with an emergency service or other specialized services.

Prerequisite: TSI Reading requirement met and current American Heart Association-Health Care Provider CPR certification

Co-requisite: EMSP 1260

Type: TECH

### **EMSP 2243 Assessment Based Management**

2:1:3

This course covers comprehensive, assessment based patient care management. Includes specific care when dealing with pediatric, adult, geriatric, and special-needs patients.

Prerequisite: TSI Reading requirement met; EMSP 1401, EMSP 1260, EMSP 1338, EMSP 1355, EMSP 1356, EMSP 2260, EMSP 2444, EMSP 2261

Co-requisite: EMSP 2338, EMSP 2330, EMSP 2434, EMSP 2262 and EMSP 2248

Type: TECH

### **EMSP 2248 Emergency Pharmacology**

2:2:0

A comprehensive course covering all aspects of the utilization of medications in treating emergency situations.

Prerequisite: TSI Reading requirement met; EMSP 1401, EMSP 1260, EMSP 1338, EMSP 1355, EMSP 1356, EMSP 2260, EMSP 2444, EMSP 2261

Co-requisite: EMSP 2338, EMSP 2243, EMSP 2330, EMSP 2434 and EMSP 2262

Type: TECH

### **5EMSP 2260 Clinical-Emergency Medical Technology (EMT Paramedic)-Intermediate**

2:0:6

A health-related work-based learning experience that enables the student to apply specialized occupational theory, skills, and concepts. Direct supervision is provided by the clinical professional.

Prerequisite: TSI Reading requirement met; EMSP 1401 and EMSP 1260  
Co-requisite: EMSP 1338, EMSP 1355, EMSP 1356, EMSP 2444, and EMSP 2261  
Type: TECH

**EMSP 2261 Emergency Medical Technology-Paramedic Clinical I**  
2:0:6

A health-related work-based learning experience that enables the student to apply specialized occupational theory, skills, and concepts. Direct supervision is provided by the clinical professional.

Prerequisite: TSI Reading requirement met; EMSP 1401 and EMSP 1260

Co-requisite: EMSP 1338, EMSP 1355, EMSP 1356, EMSP 2260, and EMSP 2444

Type: TECH

**EMSP 2262 Emergency Medical Technology-Paramedic Clinical II**  
2:0:6

A health-related work-based learning experience that enables the student to apply specialized occupational theory, skills, and concepts.

Direct supervision is provided by the clinical professional.

Prerequisite: TSI Reading requirement met; EMSP 1401, EMSP 1260, EMSP 1338, EMSP 1355, EMSP 1356, EMSP 2260, EMSP 2444, and EMSP 2261

Co-requisite: EMSP 2338, EMSP 2243, EMSP 2330, EMSP 2434, and EMSP 2248

Type: TECH

**EMSP 2330 Special Populations**

3:3:1

Knowledge and skills necessary to assess and manage ill or injured patients in diverse populations to include neonatology, pediatrics, geriatrics and other related topics.

Prerequisite: TSI Reading requirement met; EMSP 1401, EMSP 1260, EMSP 1338, EMSP 1355, EMSP 1356, EMSP 2260, EMSP 2444, EMSP 2261

Co-requisite: EMSP 2338, EMSP 2243, EMSP 2434, EMSP 2262 and EMSP 2248

Type: TECH

**EMSP 2338 EMS Operations**

3:2:3

Knowledge and skills to safely manage multi-casualty incidents and rescue situations; utilize air medical resources; identify hazardous materials and other specialized incidents.

Prerequisite: TSI Reading requirement met; EMSP 1401, EMSP 1260, EMSP 1338, EMSP 1355, EMSP 1356, EMSP 2260, EMSP 2444, EMSP 2261

Co-requisite: EMSP 2243, EMSP 2330, EMSP 2434, EMSP 2262 and EMSP 2248

Type: TECH

**EMSP 2434 Medical Emergencies**

4:3:3

Knowledge and skills in the assessment and management of patients with medical emergencies, including medical overview, neurology, gastroenterology, immunology, pulmonology, urology, hematology, endocrinology, toxicology, and other related topics.

Prerequisite: TSI Reading requirement met; EMSP 1401, EMSP 1260, EMSP 1338, EMSP 1355, EMSP 1356, EMSP 2260, EMSP 2444, EMSP 2261

Co-requisite: EMSP 2338, EMSP 2243, EMSP 2330, EMSP 2262 and EMSP 2248

Type: TECH

**EMSP 2444 Cardiology**

4:3:3

Assessment and management of patients with cardiac emergencies. Includes single and multi-lead ECG interpretation.

Prerequisite: TSI Reading requirement met; EMSP 1401 and EMSP 1260

Co-requisite: EMSP 1338, EMSP 1355, EMSP 1356, EMSP 2260, and EMSP 2261

Type: TECH

**ENGINEERING (ENGR)**

**ENGR 2301 Engineering Mechanics - Statics**

3:3:0

Basic theory of engineering mechanics, using calculus, involving the description of forces, moments, and couples acting on stationary engineering structures; equilibrium in two and three dimensions; free-body diagrams; friction; centroids; centers of gravity; and moments of inertia. This course is required in most fields of Engineering (Civil, Mechanical, Aerospace, Electrical, etc.).

Prerequisite: Credit for or concurrent enrollment in MATH 2414 and PHYS 2425 or consent of the department head

Type: ACAD

**ENGR 2302 Engineering Mechanics - Dynamics**

3:3:0

Basic theory of engineering mechanics, using calculus, involving the motion of particles, rigid bodies, and systems of particles; Newton's Laws; work and energy relationships; principles of impulse and momentum; application of kinetics and kinematics to the solution of engineering problems. This course is the second part of the Statics-Dynamics sequence.

Prerequisite: ENGR 2301 or consent of the department head

Type: ACAD

## ENGINEERING DESIGN (DFTG)

### **DFTG 1405 Technical Drafting**

4:3:3

Introduction to the principles of drafting to include terminology and fundamentals, including size and shape descriptions, projections methods, geometric construction, sections and auxiliary views.

Prerequisite: TSI satisfied or concurrent enrollment in READ 0307; Credit for or concurrent enrollment in DFTG 1409

Type: TECH

### **DFTG 1409 Basic Computer-Aided Drafting**

4:3:3

An introduction to basic computer-aided drafting. Emphasis is placed on setup, creating and modifying geometry, storing and retrieving predefined shapes, placing, rotating and scaling objects, adding text and dimensions, using layers, coordinate systems, and plot/print to scale.

Prerequisite: TSI satisfied or concurrent enrollment in READ 0307

Type: TECH

### **DFTG 1410 Specialized Basic Computer-Aided Drafting (CAD)**

4:3:3

A supplemental course to Basic Computer-Aided Drafting using an alternative computer-aided drafting software (CAD) to create detail and working drawings.

Prerequisite: TSI satisfied or concurrent enrollment in READ 0307; Concurrent enrollment in DFTG 1405 is recommended

Type: TECH

### **DFTG 1417 Architectural Drafting, Residential**

4:3:3

Architectural drafting procedures, practices, terms, and symbols, including: Preparation of detailed working drawings for residential structures. Emphasis on light frame construction methods.

Prerequisite: Credit for or concurrent enrollment in DFTG 1409 and 1410

Type: TECH

### **DFTG 1493 Special Topics in Civil Drafting and Civil Engineering CAD/CADD**

4:3:3

Topics address recently identified current events, skills, knowledge, and/or attitudes and behaviors pertinent to the technology or occupation, and relevant to the professional development of the student. This course was designed to be repeated multiple times to improve student proficiency.

Prerequisite: DFTG 1405 and 1409 OR ENGR 1304 for Construction Management Majors

Type: TECH

### **DFTG 2338 Final Project—Advanced Drafting**

3:1:4

Capstone Project

A drafting course in which students participate in a comprehensive project from conception to conclusion.

This is the capstone course for the Associate of Applied Science Degree in Engineering Design. The course is focused on real world learning experiences completed independently and in consultation with the instructor in selected drafting fields.

Prerequisite: DFTG 2419 and approval of Department Chair

Type: TECH

### **DFTG 2406 Machine Design**

4:3:3

Theory and practice of design. Projects in problem-solving, including press fit, bolted and welded joints, and transmission components.

Prerequisite: DFTG 2419

Type: TECH

### **DFTG 2407 Electrical Drafting**

4:3:3

A study of area lighting, control systems and power layouts, electrical and safety codes, load factors and distribution requirements.

Prerequisite: DFTG 1410 and 2419

Type: TECH

### **DFTG 2419 Intermediate Computer-Aided Drafting**

4:3:3

A continuation of practices and techniques used in basic computer-aided drafting including the development and use of prototype drawings, construction of pictorial drawings, extracting data, and basics of 3D.

Prerequisite: DFTG 1405 and 1409

Type: TECH

### **DFTG 2423 Pipe Drafting**

4:3:3

A study of pipe fittings, symbols, specifications and their applications to a piping process system. Creation of symbols and their usage in flow diagrams, plans, elevations, and isometrics.

Prerequisite: DFTG 2419

Type: TECH

### **DFTG 2432 Advanced Computer-Aided Drafting**

4:3:3

Application of advanced CAD techniques.

Prerequisite: DFTG 1410 and DFTG 2419

Type: TECH

### **DFTG 2436 Computer-Aided Drafting Programming**

4:3:3

Course Level: Advanced

Use of programming language to enhance CAD software.

Prerequisite: DFTG 2419

Type: TECH

### **DFTG 2440 Solid Modeling/Design**

4:3:3

A computer-aided modeling course. Development of three dimensional drawings and models from engineering sketches and orthographic drawings and utilization of three-dimensional models in design work.

Prerequisite: DFTG 2419  
Type: TECH

## ENGINEERING DESIGN: CONSTRUCTION MANAGEMENT

### CNBT 1210 Basic Construction Safety

2:2:0

Basic job site construction safety in residential, commercial, and industrial construction.

Prerequisite: CNST 1361

Type: TECH

### CNST 1361 Construction Management I

3:3:0

Overview of the construction industry, job market, roles and responsibilities, and common project management tools.

Prerequisite: None

Type: ACAD

### CNST 2321 Mechanical and Electrical Systems

3:3:0

Introduction to the planning and construction of mechanical and electrical systems common to construction projects. Basic calculations of cooling/heating loads, determination of temporary power demands and sizing of pipes, AC equipment and ducts.

Prerequisite: CNST 1361

Type: ACAD

### CNST 2341 Construction Documents

3:3:0

Introduces bidding documents and contract documents commonly used in construction projects and understanding of the hierarchy/relationship among these documents.

Prerequisite: CNST 2321

Type: ACAD

### CNST 2351 Construction Estimating I

3:3:3

Introduction to the skills and tools necessary to prepare cost estimates for construction projects; focuses on blueprint reading and material quantity.

Prerequisite: CNST 1301 or ENGT 2304 and CNST 2321

Type: ACAD

### ENGR 1304 Engineering Graphics I

3:3:3

Introduction to computer-aided drafting using CAD software and sketching to generate two and three-dimensional drawings based on the conventions of engineering graphical communication; topics include spatial relationships, multi-view projections and sectioning, dimensioning, graphical presentation of data, and fundamentals of computer graphics.

Prerequisite: MATH 1314—College Algebra or equivalent academic preparation  
TSI satisfied or concurrent  
Enrollment in READ 0307

Type: ACAD

### ENGT 2304 Materials and Methods for Engineering Technology

3:3:0

A continuation of the study of the nature, origin, and properties of building materials, methods, and equipment for their integrated use in completing construction projects. A study of selecting and specifying materials with consideration for economy, quality and performance in the construction of modern buildings.

Prerequisite: CNST 1361

Type: ACAD

### SRVY 1401 Introduction to Surveying

4:3:3

An overview of the surveying profession. The history of surveying and its impact on the world. Review of the mathematics used in surveying. Introduction to the basic surveying equipment with emphasis on measurements. Instruction on surveying procedures and the limitations of errors. Calculation to determine precision and error of closure.

Prerequisite: DFTG 1493

Type: TECH

## ENGLISH (ENGL)

### ENGL 0306 Developmental Writing I

3:3:2

Development of college-level writing focusing on idea generation, drafting, organization, revision, and utilization of standard English.

Prerequisite: TSI placement; however, this class must be passed with a C or better, or the student may retake the TSI at any time during the course.

### ENGL 0307 Developmental Writing II

3:3:2

Development of college-level writing focusing on idea generation, drafting, organization, revision, and utilization of standard English

Prerequisite: ENGL 0306 or TSI placement. This class must be passed with a C or better, or the student may retake the TSI at any time during the course.

### ENGL 1301 Composition I

3:3:0

Core 010

Intensive study of and practice in writing processes, from invention and researching to drafting, revising, and editing, both individually and collaboratively. Emphasis on effective rhetorical choices, including audience, purpose, arrangement, and style. Focus on writing the academic essay as a vehicle for learning, communicating, and critical analysis.

Prerequisite: TSI satisfied

Type: ACAD

### ENGL 1302 Composition II

3:3:0

Core 010

Second half of the English composition sequence.

Intensive study of and practice in the strategies and techniques for developing research-based expository and persuasive texts. Emphasis on effective and ethical rhetorical inquiry, including primary and secondary research methods; critical reading of verbal, visual, and multimedia texts; systematic evaluation, synthesis, and documentation of information sources; and critical thinking about evidence and conclusions.

Prerequisite: ENGL 1301  
Type: ACAD

**ENGL 2311 Technical & Business Writing**

3:3:0

Intensive study of and practice in professional settings. Focus on the types of documents necessary to make decisions and take action on the job, such as proposals, reports, instructions, policies and procedures, e-mail messages, letters, and descriptions of products and services. Practice individual and collaborative processes involved in the creation of ethical and efficient documents. Preparation and presentation of oral reports will be covered.

Prerequisite: ENGL 1301 with a grade of "C" or better  
Type: ACAD

**ENGL 2322 British Literature I**

3:3:0 Core 040

A survey of the development of British literature from the Anglo-Saxon period to the Eighteenth Century. Students will study works of prose, poetry, drama, and fiction in relation to their historical, linguistic, and cultural contexts. Texts will be selected from a diverse group of authors and traditions.

Prerequisite: ENGL 1302  
Type: ACAD

**ENGL 2323 British Literature II**

3:3:0 Core 040

A survey of the development of British literature from the Romantic period to the present. Students will study works of prose, poetry, drama, and fiction in relation to their historical and cultural contexts. Texts will be selected from a diverse group of authors and traditions. *ENGL 2322 is not a prerequisite for this course.*

Prerequisite: ENGL 1302  
Type: ACAD

**ENGL 2327 American Literature I**

3:3:0 Core 040

A survey of American literature from the period of exploration and settlement through the Civil War. Students will study works of prose, poetry, drama, and fiction in relation to their historical and cultural contexts. Texts will be selected from among a diverse group of authors for what they reflect and reveal about the evolving American experience and character.

Prerequisite: ENGL 1302  
Type: ACAD

**ENGL 2328 American Literature II**

3:3:0 Core 040

A survey of American literature from the Civil War to the

present. Students will study works of prose, poetry, drama, and fiction in relation to their historical and cultural contexts. Texts will be selected from among a diverse group of authors for what they reflect and reveal about the evolving American experience and character. *ENGL 2327 is not a prerequisite for this course*

Prerequisite: ENGL 1302  
Type: ACAD

**ENGL 2332 World Literature I**

3:3:0 Core 040

A survey of world literature from the ancient world through the sixteenth century. Students will study works of prose, poetry, drama, and fiction in relation to their historical and cultural contexts. Texts will be selected from a diverse group of authors and traditions.

Prerequisite: ENGL 1302  
Type: ACAD

**ENGL 2333 World Literature II**

3:3:0 Core 040

A survey of world literature from the seventeenth century to the present. Students will study works of prose, poetry, drama, and fiction in relation to their historical and cultural contexts. Texts will be selected from a diverse group of authors and traditions. *ENGL 2332 is not a prerequisite for this course.*

Prerequisite: ENGL 1302  
Type: ACAD

**ENGL 2341 Forms of Literature**

3:3:0 Core 040

The study of one or more literary genres including, but not limited to, poetry, fiction, drama, and film. The course topic and the nature and specific focus of a field trip (if any) vary by semester. May be repeated for credit.

Prerequisite: ENGL 1302  
Type: ACAD

**FIRE SCIENCE (FIRS)**

**FIRS 1313 Fire Certification III**

3:2:2

One in a series of courses in basic preparation for a new career firefighter. *THIS COURSE MAY BE OFFERED ONLY BY INSTITUTIONS CERTIFIED AS A TRAINING FACILITY BY THE TEXAS COMMISSION ON FIRE PROTECTION*

Prerequisite: TSI Reading requirement met or minimum passing score on Pre-TASP; Must Be taken in conjunction with Firefighter Certification I, II, IV, V, VI and VII to satisfy the Texas Commission on Fire Protection (TCFP) curriculum for Basic Structural Fire Suppression, Course # 100

Type: TECH

**FIRS 1319**      **Fire Certification IV**  
 3:3:1  
 One in a series of courses in basic preparation for a new career firefighter. *THIS COURSE MAY BE OFFERED ONLY BY INSTITUTIONS CERTIFIED AS A TRAINING FACILITY BY THE TEXAS COMMISSION ON FIRE PROTECTION*  
 Prerequisite: TSI Reading requirement met or minimum passing score on Pre-TASP; Must Be taken in conjunction with Firefighter Certification I, II, III, V, VI and VII to satisfy the Texas Commission on Fire Protection (TCFP) curriculum for Basic Structural Fire Suppression, Course # 100  
 Type: TECH

**FIRS 1329**      **Fire Certification VI**  
 3:3:1  
 One in a series of courses in basic preparation for a new career firefighter. *THIS COURSE MAY BE OFFERED ONLY BY INSTITUTIONS CERTIFIED AS A TRAINING FACILITY BY THE TEXAS COMMISSION ON FIRE PROTECTION*  
 Prerequisite: TSI Reading requirement met or minimum passing score on Pre-TASP; Must Be taken in conjunction with Firefighter Certification I, II, III, IV, V and VII to satisfy the Texas Commission on Fire Protection (TCFP) curriculum for Basic Structural Fire Suppression, Course # 100  
 Type: TECH

**FIRS 1401**      **Fire Certification I**  
 4:3:3  
 One in a series of courses in basic preparation for a new career firefighter. *THIS COURSE MAY BE OFFERED ONLY BY INSTITUTIONS CERTIFIED AS A TRAINING FACILITY BY THE TEXAS COMMISSION ON FIRE PROTECTION*  
 Prerequisite: TSI Reading requirement met or minimum passing score on Pre-TASP; Must Be taken in conjunction with Firefighter Certification II, III, IV, V, VI and VII to satisfy the Texas Commission on Fire Protection (TCFP) curriculum for Basic Structural Fire Suppression, Course # 100  
 Type: TECH

**FIRS 1423**      **Fire Certification V**  
 4:3:3  
 One in a series of courses in basic preparation for a new career firefighter. *THIS COURSE MAY BE OFFERED ONLY BY INSTITUTIONS CERTIFIED AS A TRAINING FACILITY BY THE TEXAS COMMISSION ON FIRE PROTECTION*  
 Prerequisite: TSI Reading requirement met or minimum passing score on Pre-TASP; Must Be taken in conjunction with Firefighter Certification I, II, III, IV, VI and VII to satisfy the Texas Commission on Fire Protection (TCFP) curriculum for Basic Structural Fire Suppression, Course # 100

**FIRS 1433**      **Fire Certification VII**  
 4:2:5  
 One in a series of courses in basic preparation for a new career firefighter. *THIS COURSE MAY BE OFFERED ONLY BY INSTITUTIONS CERTIFIED AS A TRAINING FACILITY BY THE TEXAS COMMISSION ON FIRE PROTECTION*  
 Prerequisite: TSI Reading requirement met or minimum passing score on Pre-TASP; Must Be taken in conjunction with Firefighter Certification I, II, III, IV, V, VI and VII to satisfy the Texas Commission on Fire Protection (TCFP) curriculum for Basic Structural Fire Suppression, Course # 100  
 Type: TECH

**FIRS 1507**      **Fire Certification II**  
 5:4:3  
 One in a series of courses in basic preparation for a new career firefighter. *THIS COURSE MAY BE OFFERED ONLY BY INSTITUTIONS CERTIFIED AS A TRAINING FACILITY BY THE TEXAS COMMISSION ON FIRE PROTECTION*  
 Prerequisite: TSI Reading requirement met or minimum passing score on Pre-TASP; Must Be taken in conjunction with Firefighter Certification I, III, IV, V, VI and VII to satisfy the Texas Commission on Fire Protection (TCFP) curriculum for Basic Structural Fire Suppression, Course # 100  
 Type: TECH

**GEOGRAPHY (GEOG)**

**GEOG 1303**      **World Regional Geography**  
 3:3:0      Core 080  
 Study of major world regions with emphasis on prevailing conditions and developments, including emerging conditions and trends, and the awareness of diversity of ideas and practices found in those regions. Course content may include one or more regions.  
 Prerequisite: TSI satisfied

**GEOLOGY (GEOL)**

**GEOL 1103**      **Physical Geology Laboratory**  
 1:0:2      Core 030  
 Principles of **physical** and historical geology. Study of the earth's composition, structure, and internal and external processes. Includes the geologic history of the earth and the evolution of life. Laboratory exercises focus on the study of rocks, minerals, and map interpretation.  
 Prerequisite: Credit for or concurrent enrollment in GEOL 1303  
 Type: ACAD

**GEOL 1104**      **Historical Geology Laboratory**  
 1:0:2      Core 030  
 Principles of physical and **historical** geology. Study of the earth's composition, structure, and internal and external processes. Includes the geologic history of the earth and the evolution of life.

Laboratory exercises include the study of plant and animal fossils and practical application of the principles of historical geology.

Prerequisite: Credit for or concurrent enrollment in GEOL 1304

Type: ACAD

**GEOL 1303 Physical Geology**

3:3:0 Core 030

Principles of **physical** and historical geology. Study of the earth's composition, structure, and internal and external processes. Includes the geologic history of the earth and the evolution of life. Lectures focus on the introduction to the materials, processes, and structure of the earth. Topics include continental drift, earthquakes, glaciations, mineral resources, mountain building, oceans, volcanoes, weathering, and erosion. GEOL 1103 must be taken with this course to fulfill the 4 semester credit hour requirement for natural science in a degree plan.

Prerequisite: TSI satisfied in Reading and Writing

Type: ACAD

**GEOL 1304 Historical Geology**

3:3:0 Core 030

Principles of physical and **historical** geology. Study of the earth's composition, structure, and internal and external processes. Includes the geologic history of the earth and the evolution of life. Lectures focus on the introduction to the history of the earth and its past inhabitants. Provides a broad overview of fossil records as evidence of the various kinds of plants and animals that have existed on earth. GEOL 1104 must be taken with this course to fulfill the 4 semester credit hour requirement for natural science in a degree plan .

Prerequisite: TSI satisfied in Reading and Writing

Type: ACAD

**GOVERNMENT (GOVT)**

**GOVT 2305 Federal Government (Federal Constitution & Topics)**

3:3:0

Core 070

Origin and development of the U.S. Constitution, structure and powers of the national government including the legislative, executive, and judicial branches, federalism, political participation, the national election process, public policy, civil liberties and civil rights.

Prerequisite: TSI satisfied in Reading and Writing

Type: ACAD

**GOVT 2306 Texas Government (Texas Constitution & Topics)**

3:3:0

Core 070

Origin and development of the Texas constitution, structure and powers of state and local government, federalism and inter-governmental relations, political participation, the election process, public policy, and the political culture of Texas

Prerequisite: TSI satisfied in Reading and Writing; GOVT 2301 recommended

Type: ACAD

**HEALTH INFORMATION TECHNOLOGY (HITT)**

**HITT 1167 Practicum I Health Information Technology**

1:0:8

Practical, general workplace training supported by an individualized learning plan developed by the employer, college, and student.

Prerequisite: HITT, 1249, 1301, 1305, 1345, 1353 and MRMT 1307

Offered: Fall Semester

Type: TECH

**HITT 1249 Pharmacology**

2:2:0

Overview of the basic concepts of the pharmacological treatment of various diseases affecting major body systems.

Prerequisite: None

Offered: Spring Semester

Type: TECH

**HITT 1301 Health Data Content and Structure**

3:2:2

Introduction to systems and processes for collecting, maintaining, and disseminating primary and secondary health related information including content of health record, documentation requirements, registries, indices, licensing, regulatory agencies, forms and screens.

Prerequisite: None

Offered: Fall Semester

Type: TECH

**HITT 1305 Medical Terminology I**

3:3:0

Study of medical terms through word origin and structure. Introduction to abbreviations and symbols, surgical and diagnostic procedures and medical specialties.

Prerequisite: None

Offered: Fall and Spring Semesters

**HITT 1311 Health Information Systems**

3:3:1

Introduction to health IT standards, health-related data structures, software applications, and enterprise architecture in health care and public health.

Prerequisite: HITT 1301 and COSC 1301 (may be taken concurrently)

Offered: Fall Semester

Type: TECH

**HITT 1345 Health Care Delivery Systems**

3:3:0

Examination of delivery systems including organization, financing, accreditation, licensure, and regulatory agencies.



Prerequisite: None  
Offered: Fall Semester  
Type: TECH

**HITT 1353 Legal and Ethical Aspects of Health Information**

3:3:0  
Concepts of privacy, security, confidentiality, ethics, health care legislation, and regulations relating to the maintenance and use of health information.  
Prerequisite: HITT 1301  
Offered: Spring Semester  
Type: TECH

**HITT 1355 Health Care Statistics**

3:3:1  
General principles of health care statistics with an emphasis in hospital statistics. Skill development in computation and calculation of health data.  
Prerequisite: HITT 1301 and 1311 (may be taken concurrently)  
Offered: Fall Semester  
Type: TECH

**HITT 1441 Coding and Classification Systems**

4:2:4  
Fundamentals of coding rules, conventions, and guidelines using clinical classification systems.  
Prerequisite: HITT 1301 and 1305, BIOL 2401 and 2402, and concurrent enrollment in HPRS 2301  
Offered: Fall Semester  
Type: TECH

**HITT 2166 Practicum II Health Information Technology**

1:0:8  
Practical, general workplace training supported by an individualized learning plan developed by the employer, college, and student.  
Prerequisite: Concurrent enrollment in HITT 2339, 2435, and 2443  
Offered: Spring Semester or as needed  
Type: TECH

**HITT 2167 Practicum III Health Information Technology**  
Capstone Course

1:0:8  
Practical, general workplace training supported by an individualized learning plan developed by the employer, college, and student. *Course must be completed with a grade of "C" or better.*  
Prerequisite: HITT 2339, 2435, and 2443  
Offered: Summer I Semester or as needed  
Type: TECH

**HITT 2339 Health Information Organization and Supervision**  
Capstone Course

3:3:0  
Principles of organization and supervision of human, financial, and physical resources. *Course must be completed with a grade of "C" or better.*  
Prerequisite: HITT 1353 and 1355  
Offered: Spring Semester  
Type: TECH

**HITT 2435 Coding and Reimbursement Methodologies**

4:2:4  
Advanced coding techniques with emphasis on case studies, health records, and federal regulations regarding prospective payment systems and methods of reimbursement  
Prerequisite: HITT 1311, 1355 and 1441, HPRS 2301  
Offered: Spring Semester  
Type: TECH

**HITT 2443 Quality Assessment and Performance Improvement**

4:4:1  
Study of quality standards and methodologies in the health information management environment. Topics include licensing, accreditation, compilation and presentation of data in statistical formats, quality management and performance improvement functions, utilization management, risk management, and medical staff data quality issues and approaches to assessing patient safety issues and implementation of quality management and reporting through electronic systems. Approaches to assessing patient safety issues and implementation of quality management and reporting through electronic systems.  
Prerequisite: HITT 1301 and 1311  
Offered: Spring Semester  
Type: TECH

**HPRS 2301 Pathophysiology**

3:3:0  
Study of the pathology and general health management of diseases and injuries across the life span. Topics include etiology, symptoms, and the physical and psychological reactions to diseases and injuries.  
Prerequisite: BIOL 2402 or consent of instructor  
Offered: Fall and Spring Semesters  
Type: TECH

**MRMT 1307 Medical Transcription I**

3:2:4  
Fundamentals of medical transcription with hands-on experience in transcribing physician dictation including basic reports such as history and physicals, discharge summaries, consultations, operative reports and other medical reports. Utilizes technology compatible with industry standards. Designed to develop speed and accuracy.  
Prerequisite: HITT 1301 and 1305; ability to type 50 wpm or completion of POFT 1227  
Offered: Spring Semester  
Type: TECH

**HISTORY (HIST)**

**HIST 1301 U.S. History I**

3:3:0 Core 060  
A survey of the social, political, economic, cultural, and intellectual history of the United States from the pre-Columbian era to the Civil War/Reconstruction period. United States History I includes the study of pre-Columbian, colonial, revolutionary, early national, slavery and sectionalism, and the Civil War/Reconstruction eras. Themes that may be addressed in

United States History I include: American settlement and diversity, American culture, religion, civil and human rights, technological change, economic change, immigration and migration, and creation of the federal government.

Prerequisite: TSI satisfied in Reading and Writing  
Type: ACAD

**HIST 1302 U.S. History II**  
3:3:0 Core 060

A survey of the social, political, economic, cultural, and intellectual history of the United States from the Civil War/Reconstruction era to the present. United States History II examines industrialization, immigration, world wars, the Great Depression, Cold War and post-Cold War eras. Themes that may be addressed in United States History II include: American culture, religion, civil and human rights, technological change, economic change, immigration and migration, urbanization and suburbanization, the expansion of the federal government, and the study of U.S. foreign policy.

Prerequisite: TSI satisfied in Reading and Writing;  
HIST 1301 recommended  
Type: ACAD

**HIST 2301 Texas History**  
3:3:0 Core 080

A survey of the political, social, economic, cultural, and intellectual history of Texas from the pre-Columbian era to the present. Themes that may be addressed in Texas History include: Spanish colonization and Spanish Texas; Mexican Texas; the Republic of Texas; statehood and secession; oil, industrialization, and urbanization; civil rights; and modern Texas.

Prerequisite: TSI satisfied in Reading and Writing  
Type: ACAD

**HIST 2311 Western Civilization I**  
3:3:0 Core 080

A survey of the social, political, economic, cultural, religious, and intellectual history of Europe and the Mediterranean world from human origins to the 17th century. Themes that should be addressed in Western Civilization I include the cultural legacies of Mesopotamia, Egypt, Greece, Rome, Byzantium, Islamic civilizations, and Europe through the Middle Ages, Renaissance, and Reformations.

Prerequisite: TSI satisfied in Reading and Writing  
Type: ACAD

**HIST 2312 Western Civilization II**  
3:3:0 Core 080

A survey of the social, political, economic, cultural, religious, and intellectual history of Europe and the Mediterranean world from the 17th century to the modern era. Themes that should be addressed in Western Civilization II include absolutism and constitutionalism, growth of nation states, the Enlightenment, revolutions, classical liberalism, industrialization, imperialism, global conflict, the Cold War, and globalism.

Prerequisite: TSI satisfied in Reading and Writing  
Type: ACAD

## HUMAN SERVICES

**CHLT 1209 Community Ethics**  
2:2:0

Discussion of the role of ethics as it pertains to health care and community settings including ethical decision making.

Type: TECH

**CHLT 1302 Wellness and Health Promotion**  
3:3:0

Overview of wellness theory and its application throughout the life span. Focus is on attitude development, impact of cultural beliefs, and communication of wellness. Includes health behavior theories and approaches to behavior modification.

Type: TECH

**CHLT 1340 Community Health Advocacy**  
3:3:0

Study of local, regional and national health care resources. Identification of health organization, support groups, and health care delivery systems to be used for client referral. Activities include visits to various local agencies and attendance/ participation in related activities.

Type: TECH

**CHLT 2166 Practicum/Field Experience –  
Community Health Services/Liaison/  
Counseling**  
1:0:8  
Capstone Course

Practical, general workplace training supported by an individualized learning plan developed by the employer, college, and student.

Prerequisite: CHLT 1209, PSYT 1329, DAAC 1317, and consent of instructor

Type: TECH

**CMSW 1309 Problems of Children and Adolescents**  
3:3:0

Examine common problems of at-risk children and youth and evaluate effective intervention models. Topics include social, family, educational systems impact, juvenile delinquency, teen sexuality, and addictive behaviors.

Type: TECH

**CMSW 2166 Practicum/Field Experience –  
Clinical/Medical Social Work**  
1:0:10  
Capstone Course

Practical, general workplace training supported by an individualized learning plan developed by the employer, college, and student.

Prerequisite: CHLT 1209, PSYT 1329, DAAC 1317, and/or consent of instructor

Type: TECH

**DAAC 1317 Basic Counseling Skills**

3:3:0

An overview of basic counseling skills. Presents the basic counseling skills necessary to develop an effective helping relationship with clients. Develops an understanding in group dynamics/theory necessary in skill development and application of group facilitation.

Prerequisite: CHLT 1209, PSYT 1329

Type: TECH

**DAAC 1319 Intro to Alcohol and Other Drug Addictions**

3:3:0

An overview of causes and consequences of addiction; the major drug classifications; and the counselor's code of ethics. Consequences of addiction, prevention, intervention, and treatment strategies as they relate to the individual, family, community, and society. Covers licensing requirements/ethical standards in the state of Texas for substance abuse counselors.

Type: TECH

**GERS 1342 Aging and Mental Health**

3:3:0

Examination of current issues relating to mental health of older adults. Includes the theoretical and empirical foundations relevant to the psychological study of older adults. Theory and application of case management models and client referral processes are included.

Type: TECH

**PMHS 2260 Clinical/Psychiatric/Mental Health Services Tech**

1:0:12

Capstone Course

A health related work-based learning experience that enables the student to apply specialized occupational theory, skills, and concepts. Direct supervision is provided by the clinical professional.

Prerequisite: CHLT 1209, PSYT 1329, DAAC 1317, concurrent enrollment with practicum and /or consent of instructor

Type: TECH

**PSYT 1329 Interviewing and Communication Skills**

3:3:0

Development of the basic communication skills necessary to develop an effective helping relationship with clients. Emphasis on importance of effective oral communications. Topics include counseling techniques such as intake interviewing, relationship building, and informed consent.

Type: TECH

**PSYT 2345 Principles of Behavior Management and Modification**

3:3:0

An analysis of behavior management and cognitive theories and techniques with emphasis on their applications.

Prerequisite: PSYC 2301

Type: TECH

**PSYT 2164 Practicum/Field Experience –Clinical Psychology**

1:0:8

Capstone Course

Practical, general workplace training supported by an individualized learning plan developed by the employer, college, and student.

Prerequisite: CHLT 1209, PSYT 1329, DAAC 1317, and/or consent of instructor

Type: TECH

**PSYT 2321 Crisis Intervention**

3:3:0

Examination of crisis management and intervention theories in assisting clients in crisis situations. Topics include coping skills to increase potential reinstatement of equilibrium to an individual's lifestyle and suicide prevention.

Type: TECH

**PSYT 2335 Family Systems**

3:3:0

An analysis of family relationships, marriage, and social change from historical and modern perspectives.

Type: TECH

**SCWK 1321 Orientation to Social Services**

3:3:0

Introduction to the basic concepts, information, and practices within the field of social services. Topics include the historical development of social services; populations served by social service workers; and review of current treatment and/or services.

Type: TECH

**HUMANITIES (HUMA)****HUMA 1301 Introduction to Humanities**

3:3:0

Core 040

An interdisciplinary, multi-perspective assessment of cultural, political, philosophical, and aesthetic factors critical to the formulation of values and the historical development of the individual and society.

Prerequisite: TSI satisfied in Reading and Writing

Type: ACAD

**KINESIOLOGY PHED)****PHED 1103 Aerobics I**

1:0:3

Core 090

Helps students assess their own fitness and learn how to exercise properly through instruction and participation in aerobic activities.

Prerequisite: None

Offered: Fall and Spring Semesters

Type: ACAD

**PHED 1105 Aerobics II**

1:0:3

Core 090

Exercise program that provides guidance in the selection of activities for immediate and future needs through instruction in advanced aerobics..

Prerequisite: PHED 1103

Offered: Fall and Spring Semesters

Type: ACAD

**PHED 1107 Beginning Weight Lifting/Circuit Training**  
1:0:3 Core 090  
Combines weight lifting with aerobic activities in a structured conditioning program that trains the whole body.  
Prerequisite: None  
Offered: Fall and Spring Semesters  
Type: ACAD

**PHED 1110 Co-Ed Volleyball**  
1:0:3 Core 090  
Open to individuals who wish to improve their personal skills in volleyball through supervised practices and game conditions.  
Prerequisite: None  
Offered: Fall and Spring Semesters  
Type: ACAD

**PHED 1117 Advanced Weight Lifting/Circuit Training**  
1:0:3 Core 090  
Combines weight lifting with aerobic activities in a structured conditioning program that trains the whole body.  
Prerequisite: PHED 1107  
Offered: Fall and Spring Semesters  
Type: ACAD

**PHED 1122 Concepts of Baseball**  
1:0:3 Core 090  
Open to talented individuals who wish to improve their personal skills in baseball through supervised practice and game conditions. May be taken for four semesters for credit.  
Prerequisite: Consent of Instructor  
Offered: Fall and Spring Semesters  
Type: ACAD

**HED 1124 Concepts of Rodeo**  
1:0:3 Core 090  
Open to talented individuals who wish to improve their personal skills in the sport of rodeo. Enrollment is limited by facilities and availability of stock. May be taken for four semesters for credit. Open to rodeo team members only.  
Prerequisite: Consent of Instructor  
Offered: Fall and Spring Semesters  
Type: ACAD

**PHED 1127 Concepts of Volleyball**  
1:0:3 Core 090  
Open to talented individuals who wish to improve their personal skills in volleyball through supervised practice and game conditions. May be taken for four semesters for credit.  
Prerequisite: Consent of Instructor  
Offered: Fall and Spring Semesters  
Type: ACAD

**PHED 1301 Introduction to Physical Fitness & Sport**  
3:3:0  
Orientation to the field of physical fitness and sport. Topics include the study and practices of activities and principles that promote physical fitness; acquaints those who plan to major in kinesiology with the nature and scope of this field of study. Includes the history, principles, and objectives of the field.  
Prerequisite: TSI reading requirement met or concurrent enrollment in READ 0306 or 0307  
Offered: Spring Semester  
Type: ACAD

**PHED 1304 Personal/Community Health**  
3:3:0  
Investigation of the principles and practices in relation to personal and community health. Designed to give students reliable information about their personal health and to aid them in using this information to safeguard their own health, to prevent health risks, and to deal with those problems they do encounter.  
Prerequisite: TSI reading requirements met or concurrent enrollment in READ 0306 or 0307  
Offered: Fall and Spring Semesters  
Type: ACAD

**PHED 1306 First Aid**  
3:3:0  
Instruction in and practice of first aid techniques. Intent of this course is to help students feel more confident of their ability to provide temporary assistance in an emergency.  
Prerequisite: TSI reading requirements met or concurrent enrollment in READ 0306 or 0307  
Offered: Fall and Spring Semesters  
Type: ACAD

**PHED 1346 Drug Use and Abuse**  
3:3:0  
Study of the use and abuse of drugs in today's society. Emphasizes the physiological, sociological, and psychological factors.  
Prerequisite: TSI reading requirements met or concurrent enrollment in READ 0306 or 0307  
Offered: ACAD

## MATHEMATICS (MATH)

**MATH 0308 Beginning Algebra**  
3:3:0  
Topics in mathematics such as arithmetic operations, basic algebraic concepts and notation, geometry, and real and complex number systems. Designed to provide a foundation for the Intermediate Algebra course.

Prerequisite: TSI Placement. The student must earn a C or better to successfully exit the course or the student make re-take the TSI at any time.  
Type: ACAD

**MATH 0312 Intermediate Algebra**  
3:3:0

A study of relations and functions, inequalities, algebraic expressions and equations (absolute value, polynomial, radical, rational), with a special emphasis on linear and quadratic expressions and equations.

Prerequisite: MATH 0308 or TSI Placement. The student must earn a C or better to successfully exit the course or the student make re-take the TSI at any time.

Type: ACAD

**MATH 1314 College Algebra**  
3:3:0 Core 020

In-depth study and applications of polynomial, rational, radical, exponential and logarithmic functions, and systems of equations using matrices. Additional topics such as sequences, series, probability, and conics may be included.

Prerequisite: TSI satisfied in Math  
Type: ACAD

**MATH 1316 Trigonometry**  
3:3:0 Core 020

In-depth study and applications of trigonometry including definitions, identities, inverse functions, solutions of equations, graphing, and solving triangles. Additional topics such as vectors, polar coordinates and parametric equations may be included.

Prerequisite: TSI satisfied in Math and: Minimum of one year high school algebra and one year of plane trigonometry or precalculus; or two years high school algebra; or any college-level MATH course (except MATH 1324, 1325, 1342); or consent of department head  
Type: ACAD

**MATH 1324 Mathematics for Business & Social Sciences I (Finite Mathematics)**  
3:3:0 Core 020

Topics from college algebra (linear equations, quadratic equations, functions and graphs, inequalities), mathematics of finance (simple and compound interest, annuities), linear programming, matrices, systems of linear equations, applications to management, economics, and business. (The content level of MATH 1324 is expected to be at or above the level of college algebra, MATH 1314)

Prerequisite: TSI satisfied in Math  
Type: ACAD

**MATH 1325 Mathematics for Business & Social Sciences II (Formerly known as Mathematical Analysis for Business)**  
3:3:0 Core 020

Limits and continuity, derivatives, graphing and optimization, exponential and logarithmic functions, antiderivatives, integration, applications to management, economics, and business.

Prerequisite: MATH 1324 or equivalent. (The content level of MATH 1325 is expected to be below the content level of Calculus I, MATH 2413)

Type: ACAD

**MATH 1342 Elementary Statistical Methods (Formerly known as Introduction to Statistics)**  
3:3:0 Core 020

Collection, analysis, presentation and interpretation of data, and probability. Analysis includes descriptive statistics, correlation and regression, confidence intervals and hypothesis testing. Use of appropriate technology is recommended.

Prerequisite: TSI satisfied in Math  
Type: ACAD

**MATH 1348 Analytic Geometry (Formerly known as Analytic Geometry and Elementary Functions)**  
3:3:0 Core 020

Lines, circles, and other conic sections; transformation of coordinates; polar coordinates; and parametric equations.

Prerequisite: TSI satisfied in Math  
Offered: As demand requires  
Type: ACAD

**MATH 1350 Fundamentals of Math I**  
3:3:0 Core 020

Concepts of sets, functions, numeration systems, number theory, and properties of the natural numbers, integers, rational, and real number systems with an emphasis on problem solving and critical thinking.

Prerequisite: College Algebra (MATH 1314) or the equivalent; or consent of department head  
Type: ACAD

**MATH 1351 Fundamentals of Math II**  
3:3:0 Core 020

Concepts of geometry, probability, and statistics, as well as applications of the algebraic properties of real numbers to concepts of measurement with an emphasis on problem solving and critical thinking. This course is designed specifically for students who seek middle grade (4 through 8) teacher certification.

Prerequisite: MATH 1350, College Algebra (MATH 1314) or the equivalent  
Type: ACAD

**MATH 2312 Precalculus**  
3:3:0 Core 020

In-depth combined study of algebra, trigonometry, and other topics for calculus readiness.

Prerequisite: MATH 1316 or four years of high school math including trigonometry or precalculus; or consent of department head  
Type: ACAD

**MATH 2318 Linear Algebra**  
3:3:0 Core 020

Introduces and provides models for application of the concepts of vector algebra. Topics include finite dimensional vector spaces and their geometric significance; representing and solving systems of linear equations using multiple methods, including Gaussian elimination and matrix inversion; matrices; determinants; linear transformations; quadratic forms; eigenvalues and eigenvector; and applications in science and engineering.

Prerequisite: MATH 2414 - Calculus II  
Type: ACAD

**MATH 2320 Differential Equations**  
3:3:0 Core 020

Ordinary differential equations, including linear equations, systems of equations, equations with variable coefficients, existence and uniqueness of solutions, series solutions, singular points, transform methods, and boundary value problems; application of differential equations to real-world problems.

Prerequisite: TSI satisfied in Math, MATH 2414  
Type: ACAD

**MATH 2413 Calculus I**  
4:4:0 Core 020

Limits and continuity; the Fundamental Theorem of Calculus; definition of the derivative of a function and techniques of differentiation; applications of the derivative to maximizing or minimizing a function; the chain rule, mean value theorem, and rate of change problems; curve sketching; definite and indefinite integration of algebraic, trigonometric, and transcendental functions, with an application to calculation of areas.

Prerequisite: MATH 2312—Pre-Calculus Math or equivalent preparation or consent of department head  
Type: ACAD

**MATH 2414 Calculus II**  
4:4:0 Core 020

Differentiation and integration of transcendental functions; parametric equations and polar coordinates; techniques of integration; sequences and series; improper integrals.

Prerequisite: TSI satisfied in Math and MATH 2413; or consent of department head  
Type: ACAD

**MATH 2415 Calculus III**  
4:4:0 Core 020

Advanced topics in calculus, including vectors and vector-valued functions, partial differentiation, Lagrange multipliers, multiple integrals, and Jacobians;

application of the line integral, including Green's Theorem, the Divergence Theorem, and Stokes' Theorem.

Prerequisite: TSI satisfied in Math and MATH 2414; or consent of department head  
Type: ACAD

**MUSIC (MUAP)**  
**Applied Music Courses**

**MUAP 1120 Applied Music – Woodwind**  
1:0.5:0

Individual lessons in piccolo, flute, oboe, bassoon, and all clarinets and saxophones. One-half hour of instruction and four and one-half practice hours required a week. May be repeated for four semesters for credit.

Prerequisite: Music major or consent of department head

Offered: Fall and Spring Semesters  
Type: ACAD

**MUAP 1145 Applied Music – Brass**  
1:0.5:0

Individual lessons in French horn, trumpet, trombone, euphonium, and tuba. One-half hour of instruction and four and one-half practice hours required a week. May be repeated for four semesters for credit.

Prerequisite: Music major or consent of department head

Offered: Fall and Spring Semesters  
Type: ACAD

**MUAP 1160 Applied Music – Percussion**  
1:0.5:0

Individual lessons in all primary percussion instruments. One-half hour of instruction and four and one-half practice hours required a week. May be repeated for four semesters for credit.

Prerequisite: Music major or consent of department head

Offered: Fall and Spring Semesters  
Type: ACAD

**MUAP 1169 Applied Music – Piano**  
1:0.5:0 Private

Individual lessons in piano. One-half hour of instruction and four and one-half practice hours required a week. May be repeated for four semesters for credit.

Prerequisite: Music major or consent of department head

Offered: Fall and Spring Semesters  
Type: ACAD

**MUAP 1222 Applied Music – Woodwind**  
2:1:0

Individual lessons in flute, oboe, bassoon, clarinet, and saxophone. One hour of instruction and nine practice hours required a week. May be repeated for four semesters for credit.

Prerequisite: Music major or consent of department head  
Offered: Fall and Spring Semesters  
Type: ACAD

**MUAP 1246 Applied Music – Brass**

2:1:0

Individual lessons in French horn, trumpet, trombone, euphonium, and tuba. One hour of instruction and nine practice hours required a week. May be repeated for four semesters for credit.

Prerequisite: Music major or consent of department head

Offered: Fall and Spring Semesters  
Type: ACAD

**MUAP 1260 Applied Music – Percussion**

2:1:0

Individual lessons in all primary percussion instruments. One hour of instruction and nine practice hours required a week. May be repeated for four semesters for credit.

Prerequisite: Music major or consent of department head

Offered: Fall and Spring Semesters  
Type: ACAD

**MUAP 1270 Applied Music – Piano**

2:1:0 Private

Individual lessons in piano. One hour of instruction and nine practice hours required a week. May be repeated for four semesters for credit.

Prerequisite: Music major or consent of department head

Offered: Fall and Spring Semesters  
Type: ACAD

**MUAP 1282 Applied Music – Voice**

2:1:0 Private

Individual lessons in voice. One hour of instruction and nine practice hours required a week. May be repeated for four semesters for credit.

Prerequisite: Music major or consent of department head

Offered: Fall and Spring Semesters  
Type: ACAD

**MUSIC ENSEMBLE (MUEN)**

**MUEN 1125 Ensemble – Jazz Band**

1:0:3

Emphasis on performing music from all the stylistic periods of jazz. Includes general jazz history and basic jazz improvisation. May be taken for two semesters for credit toward graduation. Standard jazz band instrumentation is chosen each semester by the instructor based on auditions. Open to any college student who has had experience playing an instrument in a standard jazz band.

Prerequisite: Ability to read music notation is essential

Offered: Fall and Spring Semesters  
Type: ACAD

**MUEN 1127 Ensemble – Pioneer Band**

1:0:4

Performs concerts and represents the college at parades and special functions. Emphasis on the performance of serious band literature. May be taken for four semesters for credit toward graduation. Chair placement is determined by audition.

Prerequisite: Open to any college student who has had three years of high school band experience.

Offered: Fall and Spring Semesters  
Type: ACAD

**MUEN 1132 Ensemble – Piano**

1:0:3

Designed for the student who plans to transfer and major or minor in piano with emphasis on two pianos, piano four hands, chamber music, and piano accompaniment. Emphasis on sight reading, piano technique, and interpretation of both original and specially arranged compositions for piano ensemble. May be taken four semesters for credit toward graduation.

Prerequisite: Consent of instructor.

Offered: Fall and Spring Semesters  
Type: ACAD

**MUEN 1141 Ensemble – WCJC Choir**

1:0:4

WCJC Choir is required of all students who plan to major in voice at a four-year institution but is open to all students by audition. The choir engages in study and performance of choral literature from the Renaissance to the present. Performances consist of various campus programs, for civic organizations, and performances for the public at holidays, etc. May be taken for four semesters for credit toward graduation.

Prerequisite: Admission by audition

Offered: Fall and Spring Semesters  
Type: ACAD

**MUEN 1154 Ensemble – Chamber Singers**

1:0:3

Chamber Singers is composed of a select number of singers who have demonstrated a level of skill to successfully perform all styles of music including madrigals, chamber music, vocal jazz, show tunes, and more challenging contemporary chamber music. May be taken for four semesters for credit toward graduation.

Prerequisite: Admission by audition

Offered: Fall and Spring Semesters  
Type: ACAD

**MUEN 2125 Ensemble—Jazz Band**

1:0:3

Emphasis on performing music from all the stylistic periods of jazz. Includes general jazz history and basic jazz improvisation. May be taken for two semesters for credit toward graduation. Standard jazz band instrumentation is chosen each semester by the instructor based on auditions.

Open to any college student who has had experience playing an instrument in a standard jazz band.

Prerequisite: Completion of two semesters of MUEN 1125

Offered: Fall and Spring Semesters

Type: ACAD

## **MUSIC (MUSI)**

### **MUSI 1159 Musical Theater I**

1:0:3 Or DRAM 1161

Study and performance of works from the musical theater repertoire.

Prerequisite: None

Offered: As demand requires

Type: ACAD

### **MUSI 1181 Piano Class I**

1:0:3

Class instruction in the fundamentals of keyboard technique for beginning piano students. Music majors are given the opportunity to enroll before the class is open to others.

Prerequisite: Consent of department head

Offered: Fall and Spring Semesters

Type: ACAD

### **MUSI 1182 Piano Class II**

1:0:3

Class instruction in the fundamentals of keyboard technique for beginning piano students.

Prerequisite: Grade of "C" or better in MUSI 1181

Offered: Fall and Spring Semesters

Type: ACAD

### **MUSI 1183 Voice Class I**

1:1:1

Class instruction in the fundamentals of singing including breathing, tone production, and diction. Designed for students with little or no previous voice training.

Prerequisite: None

Offered: As demand requires

Type: ACAD

### **MUSI 1211 Music Theory I**

2:2:1

Introduction to the fundamental materials of music. Analysis and writing of tonal melody and diatonic harmony up to and including the chords. Analysis and writing of small compositional forms. Correlated study at the keyboard. Music majors should enroll in piano class as part of their theory instruction.

Prerequisite: Concurrent enrollment in MUSI 1216; grade of "C" or better in MUSI 1301

Offered: Fall Semester

Type: ACAD

### **MUSI 1212 Music Theory II**

2:2:1

Continuation of MUSI 1211, Analysis and writing of tonal melody and diatonic harmony up to and including

the chords. Analysis and writing of small compositional forms. Correlated study at the keyboard. Music majors should enroll in class piano as part of their theory instruction.

Prerequisite: Concurrent enrollment in MUSI 1217; grade of "C" or better in MUSI 1211 and 1216

Offered: Spring Semester

Type: ACAD

### **MUSI 1216 Sight Singing and Ear Training I**

2:2:1

Singing tonal music in treble, bass, alto, and tenor clefs. Aural study, including dictation, of rhythm, melody, and diatonic harmony. Coordinated with materials in MUSI 1211.

Prerequisite: Concurrent enrollment in MUSI 1211

Offered: Fall semester

Type: ACAD

### **MUSI 1217 Sight Singing and Ear Training II**

2:2:1

Singing tonal music in treble, bass, alto, and tenor clefs. Aural study, including dictation, of rhythm, melody, and diatonic harmony. Coordinated with materials in MUSI 1212. Extensive use of the computer in aural skill development.

Prerequisite: Concurrent enrollment in MUSI 1212

Offered: Spring Semester

Type: ACAD

### **MUSI 1301 Fundamentals of Music I**

3:3:0

Introduction to the basic elements of music theory for non-music majors: scales, intervals, keys, triads, elementary ear training, keyboard harmony, notation, meter, and rhythm. Highly Recommended for incoming music majors. (Does not apply to a music major degree)

Prerequisite: Consent of department head

Offered: Spring and Summer II Semesters

Type: ACAD

### **MUSI 1304 Foundations of Music**

3:3:0

Study of the fundamentals of music for prospective classroom teachers with an introduction to melodic, rhythmic, and harmonic elements. Emphasis on participation in singing and reading music.

Prerequisite: TSI satisfied in Reading or concurrent enrollment in READ 0307.

Type: ACAD

### **MUSI 1306 Music Appreciation**

3:3:0 Core 050

Understanding music through the study of cultural periods, major composers, and musical elements. Illustrated with audio recordings and live performances. (Does not apply to a music major degree.)

Prerequisite: TSI satisfied in Reading

Offered: Fall and Spring Semesters

Type: ACAD



**MUSI 1307 Music Literature  
3:3:0 Core 050**

Survey of the principal musical forms and cultural periods as illustrated in the literature of major composers.

Prerequisite: TSI satisfied in Reading  
Offered: Fall and Spring Semesters  
Type: ACAD

**MUSI 1308 Survey of Music Literature I  
3:3:0 Core 050**

Survey of the principal musical forms and cultural periods as illustrated in the literature of major composers.

Prerequisite: TSI satisfied in Reading and Writing;  
consent of instructor  
Offered: Fall Semester  
Type: ACAD

**MUSI 1309 Survey of Music Literature II  
3:3:0 Core 050**

Continuation of MUSI 1308. Survey of the principal musical forms and cultural periods as illustrated in the literature of major composers.

Prerequisite: TSI satisfied in Reading met and MUSI  
1308 or consent of instructor  
Offered: Spring Semester  
Type: ACAD

**MUSI 1310 American Music  
3:3:0 Core 050**

General survey of various styles of music in America. Topics may include jazz, ragtime, folk, rock, and contemporary art music.

Prerequisite: TSI satisfied in Reading  
Offered: Fall and Spring Semesters  
Type: ACAD

**MUSI 2181 Piano Class III  
1:0:3**

Class instruction in the fundamentals of keyboard technique for beginning piano students. Continuation, with increased difficulty, of the development of keyboard skills begun in the freshman courses of MUSI 1181 and 1182. Includes all major and three minor scales, triad inversions and cadences in three positions, harmonizations of melodies, sight-reading, transposition and repertoire.

Prerequisite: Grade of "C" or better in MUSI 1182  
Offered: Fall and Spring Semester  
Type: ACAD

**MUSI 2182 Piano Class IV  
1:0:3**

Class instruction in the fundamentals of keyboard technique for beginning piano students. Continuation, with increased difficulty, of the development of keyboard skills begun in the freshman courses of MUSI 1181 and 1182 and continued with MUSI 2281. Includes all major and three minor scales, triad inversions and cadences in three positions, harmonizations of melodies, sight-reading, transposition and repertoire.

Prerequisite: Grade of "C" or better in MUSI 2181  
Offered: Spring Semester  
Type: ACAD

**MUSI 2211 Music Theory III  
2:2:1**

Advanced harmony part writing and keyboard analysis and writing of more advanced tonal harmony including chromaticism and extended tertian structures. Introduction to 20th century compositional procedures and survey of the traditional large forms of composition. Correlated study at the keyboard.

Prerequisite: Concurrent enrollment in MUSI 2216;  
Grade of "C" or better in MUSI 1212  
and 1217  
Offered: Fall Semester  
Type: ACAD

**MUSI 2212 Music Theory IV  
2:2:1**

(Continuation of MUSI 2211) Advanced harmony part writing and keyboard analysis and writing of more advanced tonal harmony including chromaticism and extended tertian structures. Introduction to 20th century compositional procedures and survey of the traditional large forms of composition. Correlated study at the keyboard.

Prerequisite: Grade of "C" or better in MUSI 2211  
Offered: Spring Semester  
Type: ACAD

**MUSI 2216 Sight Singing and Ear Training III  
2:2:1**

Singing more difficult tonal music including modal, ethnic, and 20th century materials. Aural study, including dictation of more complex rhythm, melody, chromatic harmony, and extended tertian structures.

Prerequisite: Concurrent enrollment in MUSI 2211  
Offered: Fall Semester  
Type: ACAD

**MUSI 2217 Sight Singing and Ear Training IV  
2:2:1**

Singing more difficult tonal music including modal, ethnic, and 20th century materials. Aural study, including dictation of more complex rhythm, melody, chromatic harmony, and extended tertian structures.

Prerequisite: Concurrent enrollment in MUSI 2212  
Offered: Spring Semester  
Type: ACAD

**NUCLEAR POWER TECHNOLOGY (NUCP)**

**CETT 1409 DC/AC Circuits  
4:3:3**

Fundamentals of DC circuits and AC circuits operation including Ohm's law, Kirchoff's laws, networks, transformers, resonance, phasors, capacitive and inductive and circuit analysis techniques.

Prerequisite: ELPT 1370 or PTAC 1302  
Type: TECH

**ELPT 1370 Intro to Power Technology**

3:3:0

This course provides an introduction to the major systems and components that make up a modern power plant. The student will be introduced to the equipment and operating systems used to generate electric power from a variety of energy sources. Special attention given to practical application of the principles of mathematics and physics used in the plant environment.

Prerequisite: TSI Requirements met

Type: TECH

**INTC 1450 Digital Measurement and Controls**

4:3:3

Basic measurement control instrumentation. This includes movement of digital data through common systems employing parallel and serial transfers. This course also includes the study, and application of basic digital measurement and control concepts used in the power generation, and process control industry. The course will also feature an integrated lab using typical test instrumentation, simulation techniques, and equipment capability to demonstrate the basics of Foundation Field bus, Profibus, and HART technologies.

Prerequisite: PTAC 1432 Instrumentation

Type: TECH

**NUCP 1370 Nuclear Fundamentals I**

3:3:0

Introduces the student to theory and systems that are foundational to nuclear power plants. Theory topics include nuclear physics, nuclear fission, neutron life cycle, heat transfer, fluid flow, radiation detection and properties of materials used in nuclear plants. Basic overview of specific systems associated with the primary side of a nuclear power plant is included.

Prerequisite: ELPT 1370 or PTAC 1302

Type: TECH

**NUCP 1371 Math and Chemistry Fundamentals for Nuclear Power**

3:3:0

This course teaches algebra, geometry, and trigonometry used at nuclear power plants. It also teaches water chemistry control basics and reactor water chemistry fundamentals including radiochemistry.

Prerequisite: TSI satisfied in Reading and Math

Type: TECH

**NUCP 1471 Nuclear Fundamentals II**

4:4:0

This second part introduces basic concepts associated with power plants and overviews of specific systems associated with the secondary side of a nuclear power plant. Includes studies on lubrication, diesel engines, pipe supports, heating and ventilation, valve operations, filters and strainers, pumps, air compressors, and steam traps. Most of this course is general in nature to all power plants but some aspects are specific to nuclear power plants like radioactive waste and fuel handling systems.

Prerequisite: ELPT 1370 or PTAC 1302, NUCP 1370 or concurrent enrollment

Type: TECH

**NUCP 1472 Nuclear Power Plant Organization and Processes**

4:3:2

Introduces worker responsibilities specific to nuclear power plants including nuclear security, quality assurance, foreign material exclusion, radiation protection, emergency response, plant access, equipment lock out for maintenance, human performance tools and significant industry events. Includes lab.

Prerequisite: ELPT 1370 or PTAC 1302

Type: TECH

**NUCP 2470 Nuclear Power Plant Systems I**

4:3:2

Study of components and systems used in nuclear power plants and their relationship to protecting the reactor core. Topics include valve packing and gland adjustment, electrical safety, electrical switchgear components, procedures, acid and caustic transfer, various cooling water systems, steam systems, electrical distribution and more. Includes lab.

Prerequisite: ELPT 1370 or PTAC 1302; NUCP 1370 and 1471

Type: TECH

**NUCP 2471 Nuclear Power Plant Systems II**

4:3:2

Capstone Course

Study of systems used in nuclear power plants and their association with the reactor core. Included is instruction on plant lighting, various cooling water systems, diesel generators, freeze protection, chemical and oily waste and more. Also includes instruction on some safety related nuclear power plant systems. Includes lab.

Prerequisite: NUCP 1370, NUCP 1471 and NUCP 2470

Type: TECH

**INTC 1457 AC/DC Motor Control**

4:3:3

A study of electric motors and motor control devices common to a modern industrial environment. A presentation of motor characteristics with emphasis on starting, speed control, and stopping systems.

Prerequisite: CETT 1409;INTC 1450;ELMT 2437 (for NPT-Electrical Technician) or PTAC 2436 (for NPT-Instrumentation and Control Technician)

Co-requisite: Credit for or concurrent enrollment in ELMT 2441 (for NPT-Electrical Technician) or ELMT 2452 (for NPT Instrumentation and Control Technician).

Type: TECH



Co-requisite: RNSG 2463 and RNSG 2207  
Type: TECH

**RNSG 1441 Common Concepts of Adult Health**

4:4:0

Basic integration of the role of the professional nurse as a provider of patient-centered care, patient safety advocate, member of health care team, and member of the profession. Study of the common concepts of caring for adult patients and families with medical-surgical health care needs related to body systems, emphasizing knowledge, judgment, skills, and professional values within a legal/ethical framework.

Prerequisite: RNSG 1205, 1260, and 1513 with a grade of "C" or better

Co-requisite: RNSG 1461 and RNSG 1301

Type: TECH

**RNSG 1461 Clinical-Registered Nursing/Registered Nurse**

4:0:12

A health-related work-based learning experience that enables the student to apply specialized occupational theory, skills, and concepts. Direct supervision is provided by the clinical professional.

Prerequisite: RNSG 1205, 1260, and 1513 with a grade of "C" or better

Co-requisite: RNSG 1441 and RNSG 1301

Type: TECH

**RNSG 1513 Foundations for Nursing Practice**

5:4:2

Introduction to the role of the professional nurse as provider of patient-centered care, patient safety advocate, member of health care team, and member of the profession. Content includes fundamental concepts of nursing practice, history of professional nursing, a systematic framework for decision making, and critical thinking. The mechanisms of disease and the needs and problems that can arise are discussed and how the nursing process helps manage the patient through these issues. Emphasis on knowledge, judgment, skills, and professional values within a legal/ethical framework.

Prerequisite: Admission to the Associate Degree Nursing program

Co-requisite: RNSG 1205, 1260

Type: TECH

**RNSG 2161 Clinical-Registered Nursing/Registered Nurse**

1:0:3

A health-related work-based learning experience that enables the student to apply specialized occupational theory, skills, and concepts. Direct supervision is provided by the clinical professional.

Prerequisite: RNSG 1205, 1260, and 1513 with a grade of "C" or better

Co-requisite: RNSG 2213

Offered: Summer

Type: TECH

**RNSG 2201 Care of Children and Families**

2:2:0

Study of concepts related to the provision of nursing

care for children and their families, emphasizing judgment, and values within a legal/ethical framework.

Prerequisite: RNSG 1205, 1260, 1301, 1441, 1461, 1513, 2161, and 2213 with a grade of "C" or better

Co-requisite: RNSG 2263

Type: TECH

**RNSG 2207 Adaptation to Role of Professional Nurse**

2:2:0

Capstone Course

Selected concepts related to the role of the professional nurse as a provider of patient-centered care, patient safety advocate, member of health care team, and member of the profession. Review of trends and issues impacting nursing and health care today and in the future. Content includes knowledge, judgment, skill, and professional values within a legal/ethical framework.

Prerequisite: RNSG 1205, 1251, 1260, 1301, 1441, 1461, 1513, 2161, 2201, 2262 and 2263 with a grade of "C" or better

Co-requisite: RNSG 1343, 2231, 2463

Type: TECH

**RNSG 2213 Mental Health Nursing**

2:2:1

Principles and concepts of mental health, psychopathology, and treatment modalities related to the nursing care of patients and their families.

Prerequisite: RNSG 1205, 1260, and 1513 with a grade of "C" or better

Co-requisite: RNSG 2161

Type: TECH

**RNSG 2231 Advanced Concepts of Adult Health**

2:2:0

Application of advanced concepts and skills for the development of the professional nurse's roles with adult patients and families involving multiple body systems. Emphasis on advanced knowledge, judgment, skills, and professional values within a legal/ethical framework.

Prerequisite: RNSG 1205, 1251, 1260, 1301, 1441, 1461, 1513, 2161, 2201, 2262, 2263, 1343 with a grade of "C" or better

Co-requisite: RNSG 2463

Type: TECH

**RNSG 2262 Clinical-Registered Nursing/Registered Nurse**

2:0:6

A health-related work-based learning experience that enable the student to apply specialized occupational theory, skills, and concepts. Direct supervision is provided by the clinical professional.

Prerequisite: RNSG 1205, 1260, 1301, 1441, 1461, 1513, 2161, 2213, 2261 with a grade of "C" or better

Co-requisite: RNSG 1251

Type: TECH

**RNSG 2263 Clinical-Registered Nursing/Registered Nurse**  
2:0:6

A health-related work-based learning experience that enables the student to apply specialized occupational theory, skills, and concepts. Direct supervision is provided by the clinical professional.

Prerequisite: RNSG 1205, 1260, 1301, 1441, 1461, 1513, 2161, and 2213 with a grade of "C" or better

Co-requisite: RNSG 2201

Type: TECH

**RNSG 2463 Clinical-Registered Nursing/Registered Nurse**  
4:0:12  
Capstone Course

A health-related work-based learning experience that enables the student to apply specialized occupational theory, skills, and concepts. Direct supervision is provided by the clinical professional.

Prerequisite: RNSG 1205, 1251, 1260, 1301, 1441, 1461, 1513, 2161, 2201, 2213, 2262, 2263 with a grade of "C" or better

Co-requisite: RNSG 1343, 2231, 2207

Type: TECH

### OFFICE ADMINISTRATION

**ACNT 1303 Introduction to Accounting I**  
3:2:2

A study of analyzing, classifying, and recording business transactions in a manual and computerized environment. Emphasis on understanding the complete accounting cycle and preparing financial statements, bank reconciliations, and payroll.

Prerequisite: None

Offered: Fall Semester

Type: TECH

**ACNT 1311 Introduction to Computerized Accounting**  
3:2:2

Introduction to utilizing the computer in maintaining accounting records, with primary emphasis on a general ledger package using QuickBooks.

Prerequisite: ACNT 1303 or ACCT 2301

Offered: Spring Semester

Type: TECH

**MRKG 1301 Customer Relationship Management**  
3:3:0

General principles of customer relationship management including skills, knowledge, attitudes, and behaviors. This course also includes job-seeking skills.

Prerequisite: None

Offered: Fall Semester

Type: TECH

**PBAD 2339 Human Resource Management in the Public Sector**  
3:3:0

Examination of human resource management in the public sector with an emphasis on civil service, merit systems, and labor law. Topics include recruiting, selecting, training, compensating, and appraising employees.

Prerequisite: TSI satisfied in Reading

Offered: Spring Semester

Type: TECH

**POFI 1349 Spreadsheets**

3:2:2

Skill development in concepts, procedures, and application of spreadsheets (Microsoft Office Excel) for business.

Prerequisite: None

Offered: Spring Semester

Type: TECH

**POFI 2301 Word Processing**

3:2:2

In-depth coverage of word processing software (Microsoft Office Word) focusing on business applications.

Prerequisite: TSI satisfied in Reading; keyboarding skills recommended

Offered: Fall Semester

Type: TECH

**POFI 2331 Desktop Publishing**

3:2:2

In-depth coverage of desktop publishing terminology, text editing, and use of design principles. Emphasis on layout techniques, graphics, multiple page displays, and business applications. Microsoft Office Word, PowerPoint, and Publisher software will be used.

Prerequisite: Proficiency in word processing software

Offered: Spring Semester

Type: TECH

**POFT 1227 Introduction to Keyboarding**

2:1:2

Skill development in keyboarding techniques. Emphasis on the development of acceptable speed and accuracy.

Prerequisite: None

Offered: Fall Semester

Type: TECH

**POFT 1301 Business English**

3:3:0

Introduction to a practical application of basic language usage skills with emphasis on fundamentals of writing and editing for business.

Prerequisite: TSI satisfied in Reading

Offered: Fall Semester

Type: TECH

**POFT 1309 Administrative Office Procedures I**

3:3:0

Study of current office procedures, duties, and responsibilities applicable to an office environment.

Prerequisite: None

Offered: Fall Semester

Type: TECH

**POFT 1313 Professional Workforce Preparation**  
3:2:2 Capstone Course  
Preparation for career success including ethics, interpersonal relations, professional attire, and advancement.  
Prerequisite: POFT 1309  
Offered: Spring Semester  
Type: TECH

**POFT 1321 Business Math**  
3:3:0  
Fundamentals of business mathematics including analytical and critical thinking skills.  
Prerequisite: None  
Offered: Spring Semester  
Type: TECH

### PARALEGAL STUDIES (LGLA)

**LGLA 1303 Legal Research**  
3:3:0  
Presents standard and/or computer assisted legal research techniques in a law library emphasizing the paralegal's role.  
Prerequisite: TSI satisfied in Reading  
Offered: Fall Semester  
Type: TECH

**LGLA 1305 Legal Writing**  
3:3:0  
Fundamentals of legal writing techniques including case and fact analysis, citation formats, and legal writing styles emphasizing the paralegal's role in legal writing.  
Prerequisite: TSI satisfied in Writing  
Offered: Spring Semester  
Type: TECH

**LGLA 1313 Introduction to Paralegal Studies**  
3:3:0  
An overview of the paralegal profession including professional regulation, trends and issues, ethical obligations, and the paralegal's role in the delivery of legal services.  
Prerequisite: None  
Offered: Fall and Spring Semesters  
Type: TECH

**LGLA 1345 Civil Litigation**  
3:3:0  
Presents fundamental concepts and procedures of civil litigation including pretrial, trial, and post-trial phases of litigation and emphasizes the paralegal's role in civil litigation.  
Prerequisite: None  
Offered: Spring Semester  
Type: TECH

**LGLA 1351 Contracts Law**  
3:3:0  
Presents fundamental concepts of contract law including formation, performance, and enforcement of contracts under the common law and the Uniform

Commercial Code with emphasis on the paralegal's role in contract law.  
Prerequisite: None  
Offered: Spring Semester  
Type: TECH

**LGLA 1353 Wills, Trusts, and Probate Administration**  
3:3:0  
This course presents fundamental concepts of the law of wills, trusts, and probate administration with emphasis on the paralegal's role.  
Prerequisite: None  
Offered: Fall Semester  
Type: TECH

**LGLA 1355 Family Law**  
3:3:0  
Fundamental concepts of family law including formal and informal marriages, divorce, annulment, marital property, and the parent-child relationship with emphasis on the paralegal's role in family law.  
Prerequisite: None  
Offered: Fall Semester  
Type: TECH

**LGLA 2307 Law Office Management**  
3:3:0  
This course presents the fundamentals of principles and structure of management, administration, and substantive systems in the law office including law practice technology as applied to paralegals.  
Prerequisite: None  
Offered: Fall Semester  
Type: TECH

**LGLA 2309 Real Property**  
3:3:0  
Presents fundamental concepts of real property law including the nature of real property, rights and duties of ownership, land use, voluntary and involuntary conveyances, and the recording of and searching for real estate documents emphasizing the paralegal's role in real property law.  
Prerequisite: None  
Offered: Spring Semester  
Type: TECH

**LGLA 2313 Criminal Law and Procedure**  
3:3:0  
Fundamental concepts of criminal law and procedure from arrest to final disposition, including principles of federal and state law emphasizing the role of the paralegal in the criminal justice system.  
Prerequisite: None  
Offered: Spring Semester  
Type: TECH

**LGLA 2388 Internship-Paralegal/Legal Assistant**  
3:1:10 Capstone Course  
A work-based learning experience that enables the student to apply specialized occupational theory, skills and concepts.

A learning plan is developed by the college and the employer.

Prerequisite: Successful completion of at least 21 semester credit hours of Paralegal Studies coursework

Type: TECH

## PHILOSOPHY (PHIL)

### PHIL 1301 Introduction to Philosophy I

3:3:0 Core 040

A study of major issues in philosophy and/or the work of major philosophical figures in philosophy. Topics in philosophy may include theories of reality, theories of knowledge, theories of value, and their practical applications.

Prerequisite: Concurrent enrollment or completion of ENGL 1301

Type: ACAD

## PHYSICAL THERAPIST ASSISTANT (PTHA)

### PTHA 1321 Pathophysiology

3:3:0

Study of the pathophysiology of diseases/conditions commonly encountered in physical therapy.

Prerequisite: BIOL 2401, 2402, PTHA 2205 and 1360

Offered: Fall Semester; 2<sup>nd</sup> year PTA students

Type: TECH

### PTHA 1360 Clinical Physical Therapist Assistant I

3:0:15

A health related work based learning experience that enables the student to apply specialized occupational theory, skills, and concepts. Direct supervision is provided by the clinical professional.

Prerequisite: PTHA 2205

Offered: Summer II Semester; 1<sup>st</sup> year PTA students

Type: TECH

### PTHA 1409 Introduction to Physical Therapy

4:3:4

Introduction to the profession of physical therapy and the role of the physical therapist assistant. Includes the application of basic patient handling, functional skills, communication, and selected data collection techniques.

Prerequisite: Admission to the PTA program

Offered: Fall Semester; 1<sup>st</sup> year PTA students

Type: TECH

### PTHA 1413 Functional Anatomy

4:3:4

The relationship of the musculoskeletal and neuromuscular systems to normal and abnormal movement.

Prerequisite: Admission to the PTA program

Offered: Fall Semester; 1<sup>st</sup> year PTA students

Type: TECH

### PTHA 1531 Physical Agents

5:4:4

Biophysical principles, physiological effects, intervention efficacy and application of physical agents.

Prerequisite: PTHA 1409, 1413

Offered: Spring Semester; 1<sup>st</sup> year PTA students

Type: TECH

### PTHA 2201 Essentials of Data Collection

2:1:4

Data collection techniques used to prepare the physical therapist assistant to assist in patient/client management.

Prerequisite: PTHA 1409, 1413

Offered: Spring Semester; 1<sup>st</sup> year PTA students

Type: TECH

### PTHA 2205 Neurology

2:2:0

Study of neuroanatomy and neurophysiology as it relates to neurological conditions.

Prerequisite: PTHA 1531, 2201, 2409

Offered: Summer I Semester; 1<sup>st</sup> year PTA students

Type: TECH

### PTHA 2339 Professional Issues

3:3:0

Capstone Course

Engages the student in the discussion of professional issues and behaviors related to clinical practice and which prepares the student for transition into the workforce.

Prerequisite: PTHA 1321, 2431, 2435

Offered: Spring Semester; 2<sup>nd</sup> year PTA students

Type: TECH

### PTHA 2360 Clinical Physical Therapist Assistant II

3:0:15

A health related work based learning experience that enables the student to apply specialized occupational theory, skills, and concepts. Direct supervision is provided by the clinical professional.

Prerequisite: PTHA 1321, 1360, 2431, 2435

Offered: Spring Semester; 2<sup>nd</sup> year PTA students

Type: TECH

### PTHA 2409 Therapeutic Exercise

4:3:4

Concepts, principles, and application of techniques related to therapeutic exercise and functional training.

Prerequisite: PTHA 1409, 1413

Offered: Spring Semester; 1<sup>st</sup> year PTA students

Type: TECH

### PTHA 2431 Management of Neurological Disorders

4:3:4

Advanced course integrating previously learned and new skills/techniques into the comprehensive rehabilitation of selected neurological disorders.

Prerequisite: PTHA 1360, 2205

Offered: Fall Semester; 2<sup>nd</sup> year PTA students

Type: TECH

**PTHA 2435      Rehabilitation Techniques**

4:3:4

Comprehensive rehabilitation of selected diseases and disorders. Advanced course integrating previously learned and new skill/techniques into the comprehensive rehabilitation of selected musculoskeletal, neuromuscular, cardiopulmonary, and integumentary disorders.

Prerequisite: PTHA 1360, 2205

Offered: Fall Semester; 2<sup>nd</sup> year PTA students

Type: TECH

**PTHA 2460      Clinical Physical Therapist Assistant III**

4:0:15      Capstone Course

A health related work based learning experience that enables the student to apply specialized occupational theory, skills, and concepts. Direct supervision is provided by the clinical professional.

Prerequisite: PTHA 2360

Offered: Spring Semester; 2<sup>nd</sup> year PTA students

Type: TECH

**PHYSICS (PHYS)****PHYS 1401      College Physics I**

4:3:2      Core 030

Fundamental principles of physics, using algebra and trigonometry; the principles and applications of classical mechanics and thermodynamics, including harmonic motion, mechanical waves and sound, physical systems, Newton's Laws of Motion, and gravitation and other fundamental forces; with emphasis on problem solving. Laboratory activities will reinforce these concepts.

Prerequisite: Math 1314 or, 1316 or, MATH 2312

Type: ACAD

**PHYS 1402      College Physics II**

4:3:2      Core 030

Fundamental principles of physics, using algebra and trigonometry; the principles and applications of electricity and magnetism, including circuits, electrostatics, electromagnetism, waves, sound, light, optics, and modern physics topics; with emphasis on problem solving. Laboratory activities will reinforce these concepts.

Prerequisite: PHYS 1401 or consent of the Department Head

Type: ACAD

**PHYS 2425      University Physics I (Engineering Physics I)**

4:3:3      Core 030

Fundamental principles of physics, using calculus, for science, computer science, and engineering majors; the principles and applications of classical mechanics, including harmonic motion, physical systems and thermodynamics; and emphasis on problem solving. Basic laboratory experiments supporting theoretical principles presented in lecture will be reinforced in lab.

Prerequisite: MATH 2413; or consent of department head

Type: ACAD

**PHYS 2426      University Physics II (Engineering Physics II)**

4:3:3

Core 030

Principles of physics for science, computer science, and engineering majors, using calculus, involving the principles of electricity and magnetism, including circuits, electromagnetism, waves, sound, light, and optics. Laboratory experiments supporting theoretical principles presented in lecture will be reinforced in lab.

Prerequisite: MATH 2414 and PHYS 2425 or consent of the department head

Type: ACAD

**PROCESS TECHNOLOGY (PTAC)****BMGT 2347      Critical Thinking and Problem Solving**

3:3:0

Interpreting data for problem solving and recommending corrective action. Emphasis on a structured approach to critical thinking and problem solving in a team environment.

Prerequisite: TSI requirements met

Offered: Fall and Spring Semesters

Type: TECH

**CTEC 1380      Cooperative Education I- Chemical Technician**

3:1:20

Capstone Course

Career-related activities encountered in the student's area of specialization offered through an individualized agreement among the college, employer, and student. Under the supervision of the college and the employer, the student combines classroom learning with work experience. Includes a lecture component. Class time will focus on work related topics such as safety, self-initiative, goal setting, time management, leadership, communication, team skills, and continuous improvement. Students may register in only one co-op class per semester (3SCH, 1 lecture, 20 minimum practicum in plant) and it must be approved by both the employer (offering the Co-Op) and WCJC. The employer will usually select from second year students who have completed at least 30 semester hours toward the PTAC degree and have satisfactorily completed the company's tests and interviews. The student will work at the facility during the day, averaging at least 20 hours per week, and is paid a commensurate rate (approximately 80% of entry level).

Prerequisite: Completion of PTAC 1302, PTAC 1308, PTAC 1432 and PTAC 2420 with a grade of "C" or better; completion of at least 30 semester credit hours towards PTAC degree; approval of co-op employer.

Type: TECH

Offered: As needed



**FIRT 1315 Hazardous Materials I**

3:3:0

This course presents the chemical characteristics and behavior of various materials that burn or reacts violently. The course examines storage, transportation, and handling procedures for hazardous materials (flammable liquids, combustibles, solids, and gases). The course will also examine emergency situations, and the most effective methods of handling response equipment and control.

Prerequisite: TSI requirements met

Offered: Fall and Spring Semesters

Type: TECH

**PTAC 1302 Intro to Process Technology**

3:3:0

An introduction overview of the various processing industries. Introduction to chemical and refinery plant operations. Topics include process technician duties, responsibilities and expectations, plant organizations, plant process and utility systems, and the mental requirements of the process technician.

Prerequisite: TSI requirements met

Offered: Fall and Spring Semesters

Type: TECH

**PTAC 1308 Safety, Health and Environment**

3:3:0

An overview of safety, health, and environmental issues in the performance of all job tasks. Development of knowledge and skills to reinforce the attitudes and behaviors required for safe and environmentally sound work habits. Emphasis on safety, health, and environmental issues in the performance of all job tasks and regulatory compliance issues.

Prerequisite: TSI requirements met

Offered: Fall and Spring Semesters

Type: TECH

**PTAC 1410 Process Technology I-Equipment**

4:3:2

Introduction to the use of common processing equipment. Students will learn to use appropriate terminology to describe components of process equipment, describe basic functions of process equipment, and relate scientific principles associated with process equipment.

Prerequisite: PTAC1302

Offered: Spring Semester

Type: TECH

**PTAC 1432 Process Instrumentation I**

4:4:1

Study of the instruments and control systems used in the process industry including terminology, process variables, symbology, control loops and basic troubleshooting.

Prerequisite: TSI requirements met

Offered: Spring Semester

Type: TECH

**PTAC 1454 Industrial Processes**

4:3:2

The study of the common types of industrial processes. This course will examine some of the major types of process units in chemical and refining industries, and the generic procedures for startups, shutdowns, normal and abnormal operations for these units. Processes covered will include polyethylene (loop, CSTR and fixed bed), hydrogen reforming, syn gas reforming, crude distillation, catalytic cracking (FCCU), olefin (specifically ethylene) production, hydrotreating/desulfurization (HT/HDS and CCR) mercaptin treating and sulfur recovery units.

Prerequisite: PTAC 2420 with a grade of "C" or better

Offered: Spring Semester

Type: TECH

**PTAC 2314 Principles of Quality**

3:3:0

Study of the background and application of quality concepts. Topics include team skills, quality tools, statistics, economics, and continuous improvement.

Prerequisite: TSI requirements met

Offered: Fall and Spring Semesters

Type: TECH

**PTAC 2420 Process Technology II-Systems**

4:3:2

A study of the various process systems, including related scientific principles.

Prerequisite: PTAC 1302 and CHEM 1405

Offered: Fall Semester

Type: TECH

**PTAC 2436 Process Instrumentation II**

4:3:2

Continued study of the instruments and control systems used in the processing industries including terminology, process variables symbology, control loops and troubleshooting.

Prerequisite: PTAC 1432

Offered: Fall Semester

Type: TECH

**PTAC 2438 Process Technology III-Operations**

4:3:2 Capstone Course

This course emphasizes activities associated with the hands-on operation of process equipment. Topics include typical duties of an operator.

Prerequisite: PTAC 2420 with a grade of "C" or better

Offered: Spring Semester

Type: TECH

**PTAC 2446 Process Troubleshooting**

4:3:2 Capstone Course

Instruction in the different types of troubleshooting techniques, procedures, and methods used to solve process problems. Topics include application of data collection and analysis, cause-effect relationships, and reasoning.

Prerequisite: PTAC 2420 with a grade of "C" or better

Offered: Spring Semester

Type: TECH

## PSYCHOLOGY (PSYC)

### **PSYC 1300 Learning Framework**

3:3:0

A study of the 1) research and theory in the psychology of learning, cognition, and motivation, 2) factors that impact learning, and 3) application of learning strategies. Theoretical models of strategic learning, cognition, and motivation serve as the conceptual basis for the introduction of college-level student academic strategies. Students use assessment instruments (e.g., learning inventories) to help them identify their own strengths and weaknesses as strategic learners.

Students are ultimately expected to integrate and apply the learning skills discussed across their own academic programs and become effective and efficient learners. Students developing these skills should be able to continually draw from the theoretical models they have learned.

Prerequisite: TSI satisfied in Reading; concurrent enrollment in READ 0307

Type: ACAD

### **PSYC 2301 General Psychology**

3:3:0 Core 080

General Psychology is a survey of the major psychological topics, theories and approaches to the scientific study of behavior and mental processes. Major topics in the science of mind and behavior, such as personality, emotions, thinking and learning, reasons for behavior, abnormal behavior and its treatment, and how psychology can improve people's lives.

Prerequisite: TSI satisfied in Reading and Writing

Type: ACAD

### **PSYC 2306 Human Sexuality**

3:3:0 Or SOCI 2306; Core 080

This course will provide an overview of the broad field of human sexuality. Topics will be covered from various perspectives – biological, sociological, anthropological, etc., but will focus primarily on the psychological perspective. The goal is for each student to learn factual, scientifically-based information that will provoke thought and contribute to his/her own decision-making on sexual issues outside of the classroom. (Cross-listed as SOCI 2306)

Prerequisite: TSI satisfied in Reading and Writing

Type: ACAD

### **PSYC 2314 Life Span Growth and Development**

3:3:0 Core 080

Life-Span Growth and Development is a study of social, emotional, cognitive and physical factors and influences of a developing human from conception to death. Recommended for Nursing and Allied Health students.

Prerequisite: TSI satisfied in Reading and Writing

Type: ACAD

### **PSYC 2315 Psychology of Adjustment**

3:3:0 Core 080

Study of the processes involved in adjustment of individuals to their personal and social environments.

Prerequisite: TSI satisfied in Reading

Type: ACAD

### **PSYC 2316 Psychology of Personality**

3:3:0

Study of various approaches to determinants, development, and assessment of personality.

Prerequisite: TSI satisfied in Reading and Writing; PSYC 2301 and 2314 recommended

Type: ACAD

### **PSYC 2319 Social Psychology**

3:3:0 Or SOCI 2326

Study of individual behavior within the social environment. May include topics such as the socio-psychological process, attitude formation and change, interpersonal relations, and group processes. Cross-listed as SOCI 2326.

Prerequisite: TSI satisfied in Reading and Writing; SOCI 1301, PSYC 2301 or PSYC 2315 recommended

Type: ACAD

## RADIOLOGIC TECHNOLOGY (RADR)

### **RADR 1201 Introduction to Radiography**

2:2:0

An overview of the historical development of radiography, basic radiation protection, an introduction to medical terminology, ethical and legal issues for health care professionals, and an orientation to the program and the health care system.

Prerequisite: Acceptance to Radiologic Technology Program

Offered: Fall Semester

Type: TECH

### **RADR 1266 Practicum I-Radiologic Technology/ Science**

2:0:20

Practical, general workplace training supported by an individualized learning plan developed by the employer, college, and student.

Prerequisite: RADR 1201,1303, and 1411 with a C or better.

Offered: Spring Semester

Type: TECH

### **RADR 1303 Patient Care**

3:2:2

An introduction in patient assessment, infection control procedures, emergency and safety procedures, communication and patient interaction skills, and basic pharmacology.

Prerequisite: Acceptance to Radiologic Technology Program

Offered: Fall Semester

Type: TECH

**RADR 1313 Principles of Radiographic Imaging I**  
3:2:4  
Radiographic image quality and the effects of exposure variables.  
Prerequisite: RADR 1201, 1303, and 1411 with a C or better.  
Offered: Spring Semester  
Type: TECH

**RADR 1367 Practicum II-Radiologic Technology/ Science**  
3:0:21  
Practical, general workplace training supported by an individualized learning plan developed by the employer, college, and student.  
Prerequisite: RADR 2401, 1313, and 1266 with a C or better.  
Offered: Summer I and II Semesters  
Type: TECH

**RADR 1371 Enhanced Skills**  
3:3:0  
This course is designed to teach the student to adjust routine exams to accommodate special circumstances encountered with trauma patients and adjust for special needs of geriatric and pediatric patients.  
Prerequisite: RADR 2309, 2217 2431, and 2266 with a C or better.  
Offered: Spring Semester  
Type: TECH

**RADR 1411 Basic Radiographic Procedures**  
4:3:4  
An introduction to radiographic positioning terminology, the proper manipulation of equipment, positioning and alignment of the anatomical structure and equipment, and evaluation of images for proper demonstration of basic anatomy.  
Prerequisite: Acceptance to Radiologic Technology Program  
Offered: Fall Semester  
Type: TECH

**RADR 2217 Radiographic Pathology**  
2:2:0  
Disease processes and their appearance on radiographic images.  
Prerequisite: RADR 2305 and 1367 with a C or better.  
Offered: Fall Semester  
Type: TECH

**RADR 2266 Practicum III-Radiologic Technology/ Science**  
2:0:20  
Practical, general workplace training supported by an individual learning plan developed by the employer, college, and student.  
Prerequisite: RADR 2305 and 1367 with a C or better.  
Offered: Summer I and Summer II Semesters  
Type: TECH

**RADR 2267 Practicum IV-Radiologic Technology/ Science**  
2:0:20  
Practical, general workplace training supported by an individual learning plan developed by the employer,

college, and student.  
Prerequisite: RADR 2309, 2217 2431, and 2266 with a C or better.  
Offered: Spring Semester  
Type: TECH

**RADR 2305 Principles of Radiographic Imaging II**  
3:2:4  
Continuation of Radiographic image quality and the effects of exposure variables, and the synthesis of all variables in image production.  
Prerequisite: RADR 2401, 1313, and 1266 with a C or better.  
Offered: Summer I and Summer II Semesters  
Type: TECH

**RADR 2309 Radiographic Imaging Equipment**  
3:2:4  
Equipment and physics of x-ray production. Includes basic x-ray circuits. Also examines the relationship of conventional and digital equipment components to the imaging process.  
Prerequisite: RADR 2305 and 1367 with a C or better.  
Offered: Fall Semester  
Type: TECH

**RADR 2313 Radiation Biology and Protection**  
3:3:0  
Effects of radiation exposure on biological systems. Includes typical medical exposure levels, methods for measuring and monitoring radiation, and methods for protecting personnel and patients from excessive exposure.  
Prerequisite: RADR 2309, 2217, 2431, and 2266 with a C or better.  
Offered: Spring Semester  
Type: TECH

**RADR 2333 Advanced Medical Imaging**  
3:3:0  
Specialized imaging modalities. Includes concepts and theories of equipment operations and their integration for medical diagnosis.  
Prerequisite: RADR 2309, 2217, 2431, and 2266 with a C or better.  
Offered: Spring Semester  
Type: TECH

**RADR 2335 Radiologic Technology Seminar**  
3:2:3  
Capstone Course  
A Capstone course focusing on the synthesis of professional knowledge, skills, and attitudes in preparation for professional employment and lifelong learning.  
Prerequisite: RADR 2333, 2313, 1371, and 2267 with a C or better.  
Offered: Summer I and Summer II Semesters  
Type: TECH

**RADR 2366 Practicum V-Radiologic Technology/ Science**  
3:0:21  
Practical, general workplace training supported by an individual learning plan developed by the employer,

college, and student.

Prerequisite: RADR 2333, 2313, 1371, and 2267 with a C or better.

Offered: Summer I and Summer II Semesters

Type: TECH

**RADR 2401 Intermediate Radiographic Procedures**  
4:3:4

A continuation of the study of the proper manipulation of radiographic equipment, positioning and alignment of the anatomical structure and equipment, and evaluation of images for proper demonstration of anatomy.

Prerequisite: RADR 1201, 1303, and 1411 with a C or better.

Offered: Spring Semester

Type: TECH

**RADR 2431 Advanced Radiographic Procedures**  
4:3:4

Continuation of positioning, alignment of the anatomical structure and equipment, evaluation of images for proper demonstration of anatomy and related pathology.

Prerequisite: RADR 2305 and 1367 with a C or better.

Offered: Fall Semester

Type: TECH

## READING (READ)

**READ 0306 Reading Survey I**

3:3:2

Development of reading and higher order thinking skills necessary for college readiness.

Prerequisite: TSI placement. This course must be passed with a C or better or the student may retake the TSI at any time during the course.

Type: ACAD

**READ 0307 Reading Survey II**

3:3:2

Development of reading and higher order thinking skills necessary for college readiness. Preparatory, non-transfer credit course to improve reading comprehension with emphasis on reading as a thinking process.

Prerequisite: According to WCJC developmental placement guidelines, or completion of READ 0306 with a grade of "C" or better. This course must be passed with a "C" or better to satisfy TSI requirements

Co-requisite: Concurrent enrollment in PSYC 1300

Type: ACAD

## SOCIOLOGY (SOCI)

**SOCI 1301 Introduction to Sociology**

3:3:0 Core 080

The scientific study of human society, including ways in which groups, social institutions, and individuals affect

each other. Causes of social stability and social change are explored through the application of various theoretical perspectives, key concepts, and related research methods of sociology.

Analysis of social issues in their institutional context may include topics such as social stratification, gender, race/ethnicity, and deviance.

Prerequisite: TSI satisfied in Reading and Writing

**SOCI 1306 Social Problems**

3:3:0 Core 080

Application of sociological principles and theoretical perspectives to major social problems in contemporary society such as inequality, crime and violence, substance abuse, environmental issues, deviance, or family problems.

Prerequisite: TSI Reading requirements met or concurrent enrollment in READ 0307

Type: ACAD

**SOCI 2301 Marriage and Family**

3:3:0

Sociological and theoretical analysis of the structures and functions of the family, the varied cultural patterns of the American family, and the relationships that exist among the individuals within the family, as well as the relationships that exist between the family and other institutions in society.

Prerequisite: TSI Reading requirements met or concurrent enrollment in READ 0307

Type: ACAD

**SOCI 2306 Human Sexuality**

3:3:0 Or PSYC 2306; Core 080

This course will provide an overview of the broad field of human sexuality. Topics will be covered from various perspectives – biological, sociological, anthropological, etc., but will focus primarily on the psychological perspective. The goal is for each student to learn factual, scientifically-based information that will provoke thought and contribute to his/her own decision-making on sexual issues outside of the classroom. (Cross-listed as PSYC 2306)

Prerequisite: TSI satisfied in Reading and Writing

Type: ACAD

**SOCI 2319 Minority Studies**

3:3:0 Core 080

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

Prerequisite: TSI Reading requirements met or concurrent enrollment in READ 0307  
Type: ACAD

**SOCI 2326 Social Psychology**

3:3:0 Or PSYC 2319

Study of individual behavior within the social environment. May include topics such as the socio-psychological process, attitude formation and change, interpersonal relations, and group processes. Cross-listed as PSYC 2319.

Prerequisite: TSI satisfied in Reading and Writing; SOCI 1301, PSYC 2301 or PSYC 2315 recommended

Type: ACAD

**SPANISH (SPAN)**

**SPAN 1311 Beginning Spanish I**

3:3:0

Basic Spanish language skills in listening, speaking, reading, and writing within a cultural framework. Students will acquire the vocabulary and grammatical structures necessary to communicate and comprehend at the beginner level.

Prerequisite: TSI satisfied in Reading and Writing or concurrent enrollment in READ 0307

Type: ACAD

**SPAN 1312 Beginning Spanish II**

3:3:0

Continued development of basic Spanish language skills in listening, speaking, reading, and writing within a cultural framework. Students acquire the vocabulary and grammatical structures necessary to communicate and comprehend at the high beginner to low intermediate level.

Prerequisite: TSI satisfied in Reading or concurrent enrollment in READ 0307. SPAN 1311 or passing grade on Spanish placement test.

Type: ACAD

**SPAN 2311 Intermediate Spanish I**

3:3:0 Core 040

The consolidation of skills acquired at the introductory level. Further development of proficiency in listening, speaking, reading and writing. Emphasis on comprehension, appreciation, and interpretation of the cultures of the Spanish-speaking world.

Prerequisite: SPAN 1312 or passing grade on Spanish placement test

Type: ACAD

**SPAN 2312 Intermediate Spanish II**

3:3:0 Core 040

Continuation of SPAN 2311. Further development of proficiency in listening, speaking, reading and writing. Emphasis on comprehension, appreciation, and interpretation of the cultures of the Spanish-speaking world with emphasis on selected readings from modern works of Spanish and Latin American authors.

Selections are discussed in class, with emphasis on speaking Spanish.

Prerequisite: SPAN 2311

**SPEECH (SPCH)**

**SPCH 1311 Introduction to Speech Communication**

3:3:0

Introduces basic human communication principles and theories embedded in a variety of contexts including interpersonal, small group, and public speaking.

Prerequisite: TSI satisfied in Reading or concurrent enrollment in READ 0306 or READ 0307

Type: ACAD

**SPCH 1315 Public Speaking**

3:3:0 Core 011

Application of communication theory and practice to the public speaking context, with emphasis on audience analysis, speaker delivery, ethics of communication, cultural diversity, and speech organizational techniques to develop students' speaking abilities, as well as ability to effectively evaluate oral presentations.

Prerequisite: TSI satisfied in Reading or concurrent enrollment in READ 0306 or READ 0307

Type: ACAD

**SPCH 1318 Interpersonal Communication**

3:3:0

Application of communication theory to interpersonal relationship development, maintenance, and termination in relationship contexts including friendships, romantic partners, families, and relationships with co-workers and supervisors.

Prerequisite: TSI satisfied in Reading or concurrent enrollment in READ 0307

Offered: Fall and Spring Semesters

Type: ACAD

**SPCH 1321 Business and Professional Communication**

3:3:0

Study and application of communication within the business and professional context. Special emphasis will be given to communication competencies in presentations, dyads, teams and technologically mediated formats.

Prerequisite: TSI satisfied in Reading met or concurrent enrollment in READ 0307

Type: ACAD

**SPCH 1342 Voice and Diction**

3:3:0

Physiology and mechanics of effective voice production with practice in articulation, pronunciation, and enunciation.

Prerequisite: TSI satisfied in Reading and Writing

Offered: Spring Semester

Type: ACAD

**SPCH 2341 Oral Interpretation**

3:3:0

Theories and techniques in analyzing and interpreting literature. Preparation and presentation of various

literary forms. This is a skill development course that focuses on effectively reading and performing from the printed page. Vocal characterization and movement are developed along with analysis of literature.

Prerequisite: TSI satisfied in Reading met or concurrent enrollment in READ 0307

Type: ACAD

## **SURGICAL TECHNOLOGY (SRGT)**

### **HITT 1249 Pharmacology**

2:2:0

Overview of the basic concepts of the pharmacological treatment of various diseases affecting major body systems.

Prerequisite: None

Offered: Spring Semesters

Type: TECH

### **HITT 1305 Medical Terminology I**

3:3:0

Study of medical terms through word origin and structure. Introduction to abbreviations and symbols, surgical and diagnostic procedures, and medical specialties.

Offered: Fall and Spring Semesters

Type: TECH

### **HPRS 2301 Pathophysiology**

3:3:0

Study of the pathology and general health management of diseases and injuries across the life span. Topics include etiology, symptoms, and the physical and psychological reactions to diseases and injuries.

Prerequisite: BIOL 2401 and 2402 or VNSG 1420

Offered: Fall and Spring

Type: TECH

### **SRGT 1405 Introduction to Surgical Technology**

4:2:8

Orientation to surgical technology theory, surgical pharmacology and anesthesia, technological sciences, and patient care concepts.

Offered: Fall Semester

Type: TECH

### **SRGT 1409 Fundamentals of Perioperative Concepts and Techniques**

4:2:8

In-depth coverage of perioperative concepts such as aseptic/sterile principles and practices, infectious processes, wound healing, and creation and maintenance of the sterile field.

Offered: Fall Semester

Type: TECH

### **SRGT 1541 Surgical Procedures I**

5:3:2

Introduction to surgical procedures and related pathologies. With emphasis on surgical procedures related to general, obstetrics/gynecology, genitourinary, otorhinolaryngology, and orthopedic surgical specialties incorporating instruments, equipment, and supplies.

Prerequisite: SRGT 1405 and 1409

Offered: Spring Semester

Type: TECH

### **SRGT 1542 Surgical Procedures II**

5:3:2

Introduction to surgical procedures and related pathologies with emphasis on surgical procedures related to thoracic, peripheral vascular, plastic/reconstructive, ophthalmology, cardiac, and neurological surgical specialties, incorporating instruments, equipment, and supplies.

Prerequisite: SRGT 1541

Offered: Summer Semester

Type: TECH

### **SRGT 1560 Clinical I-Surgical Technology/Technologist**

5:0:28

A health related work based learning experience that enables the student to apply specialized occupational theory, skills, and concepts. Direct supervision is provided by the clinical professional. The guided experience is unpaid.

Prerequisite: SRGT 1405 and 1409

Offered: Spring Semester

Type: TECH

### **SRGT 2130 Professional Readiness**

1:1:0

Overview of professional readiness for employment, attaining certification, and maintaining certification status.

Offered: Summer Semester

Type: TECH

### **SRGT 2461 Clinical II-Surgical Technology/Technologist**

4:0:15

Capstone Course

A health related work based learning experience that enables the student to apply specialized occupational theory, skills, and concepts. Direct supervision is provided by the clinical professional. The guided experience is unpaid. This course is the culminating evaluative course that assesses the outcome of the major. Students must complete this course with a grade of "C" or better.

Prerequisite: SRGT 1541 and 1560

Offered: Summer Semester

Type: TECH

### **VNSG 1115 Disease Control and Prevention**

1:1:0

Study of the general principles of prevention of illness and disease, basic microbiology, and the maintenance of aseptic conditions.

Offered: Fall Semester

Type: TECH

### **VNSG 1420 Anatomy and Physiology for Allied Health**

4:3:2

Study of the structure (anatomy) and function (physiology) of the human body, including the

neuroendocrine, integumentary, musculoskeletal, digestive, urinary, reproductive, respiratory, and circulatory systems.

Prerequisite: Admission to Program

Offered: Fall Semester

Type: TECH

## VOCATIONAL NURSING (VNSG)

### **VNSG 1119 Leadership and Professional Development**

1:1:0

Study of the importance of professional growth. Topics include the role of the licensed vocational nurse in the multi-disciplinary health care team, professional organizations, and continuing education. 16 contact hours.

Prerequisite: Successful completion of all second semester courses

Offered: Summer Semester

Type: TECH

### **VNSG 1126 Gerontology**

1:1:0

Overview of the physical, psychosocial, and cultural aspects of the aging process. Addresses disease processes of aging. Exploration of perceptions toward care of the older adult. 16 contact hours.

Prerequisite: Admission to program

Offered: Fall Semester

Type: TECH

### **VNSG 1133 Growth and Development**

1:1:0

Study of the basic aspects of growth and development throughout the life span. Focus on growth and development of the individual's body, mind, and personality as influenced by the environment. 16 contact hours.

Prerequisite: Admission to program

Offered: Fall Semester

Type: TECH

### **VNSG 1160 Clinical I-Licensed Practical Nurse (LVN)**

1:0:6

A health related, work based learning experience that enables that student to apply specialized occupational theory, skills, and concepts. Direct supervision is provided by the clinical professional. Clinical experiences are unpaid external learning experiences. 96 clinical hours. Liability insurance, student uniform, and completion of the Hepatitis B immunization series must be completed prior to class.

Prerequisite: Admission to program; VNSG 1505

Offered: Fall Semester

Type: TECH

### **VNSG 1231 Pharmacology**

2:2:0

Fundamentals of medications and their diagnostic, therapeutic, and curative effects are surveyed. Includes nursing interventions utilizing the nursing process. 32 contact hours.

Successful completion of all first

Prerequisite: semester courses

Offered: Spring Semester

Type: TECH

### **VNSG 1234 Pediatrics**

2:2:0

Study of the care of the pediatric patient and family during health and disease. Emphasis on growth and developmental needs utilizing the nursing process. 32 contact hours.

Prerequisite: Successful completion of all first semester courses

Offered: Spring Semester

Type: TECH

### **VNSG 1238 Mental Illness**

2:2:0

Study of human behavior with emphasis on emotional and mental abnormalities and modes of treatment incorporating the nursing process. 32 contact hours.

Prerequisite: Successful completion of all second semester courses.

Offered: Summer Semester

Type: TECH

### **VNSG 1304 Foundations of Nursing**

3:3:0

This is an introduction to the nursing profession including history, standards of practice, legal and ethical issues, and role of the vocational nurse. Topics include mental health, therapeutic communication, cultural and spiritual diversity, nursing process, and holistic awareness. 48 contact hours

Prerequisite: Admission to program

Offered: Fall Semester

Type: TECH

### **VNSG 1327 Essentials of Medication Administration**

3:3:0

General principles of medication administration including determination of dosage, preparation, safe administration, and documentation of multiple forms of drugs. Instruction includes various systems of measurement.

Prerequisite: Admission to program

Offered: Fall Semester

Type: TECH

### **VNSG 1330 Maternal-Neonatal Nursing**

3:3:0

A study of the biological, psychological, and sociological concepts applicable to basic needs of the family including childbearing and neonatal care. Utilization of the nursing process in the assessment and management of the childbearing family. Topics include physiological changes related to pregnancy, fetal development, and nursing care of the family during labor and delivery and the puerperium. 48 contact hours.

Prerequisite: Successful completion of all first semester courses.

Offered: Spring semester

Type: TECH

**VNSG 1423 Basic Nursing Skills**

4:3:5

Mastery of basic nursing skills and competencies for a variety of healthcare settings using the nursing process as the foundation for all nursing interventions. 128 contact hours.

Prerequisite: Admission to program

Offered: Fall Semester

Type: TECH

**VNSG 1429 Medical-Surgical Nursing I**

4:4:0

Application of the nursing process is used in the care of adult patients experiencing medical-surgical conditions in the health-illness continuum. A variety of health care settings utilized. 64 contact hours.

Prerequisite: Admission to program

Offered: Fall Semester

Type: TECH

**VNSG 1432 Medical-Surgical Nursing II**

4:4:0

Continuation of Medical-Surgical Nursing I with application of the nursing process to the care of the adult patients experiencing medical-surgical conditions along the health illness continuum. Includes a variety of health care settings. 64 contact hours.

Prerequisite: Successful completion of all first semester courses.

Offered: Spring Semester

Type: TECH

**VNSG 1505 Health Science**

5:4:2

An introduction to the general principles of anatomy and physiology, nutrition, and microbiology that are necessary for understanding body processes and basic principles underlying health promotion and therapeutic interventions. 96 contact hours.

Prerequisite: Admission to program

Offered: Fall Semester

Type: TECH

**VNSG 1661 Clinical II-Licensed Practical Nurse (LVN)**

6:0:24

A health related work based learning experience that enables the student to apply specialized occupational theory, skills, and concepts. Direct supervision is provided by the clinical professional. Clinical experiences are unpaid external learning experiences. 378 clinical hours.

Prerequisite: Successful completion of all first semester courses.

Offered: Spring Semester

Type: TECH

**VNSG 2331 Advanced Nursing Skills**

3:2:2

Mastery of advanced level nursing skills and competencies in a variety of health care settings utilizing the nursing process as a problem-solving tool. 64 contact hours.

Prerequisite: Successful completion of all first semester courses.

Offered: Spring Semester

Type: TECH

**VNSG 2661 Clinical III-Licensed Practical Nurse (LVN)**

6:0:23

Capstone Course

A health related work based learning experience that enables the student to apply specialized occupational theory, skills, and concepts.

Direct supervision is provided by the clinical professional. Clinical experiences are unpaid external learning experiences. 368 clinical hours. This course is the culminating evaluative course that assesses the outcomes of the vocational nursing major. All students must complete this course with a grade of 75% or better

Prerequisite: Successful completion of all second semester courses.

Offered: Spring Semester

Type: TECH

**WELDING TECHNOLOGY (WLDG)****WLDG 1413 Intro to Blueprint Reading for Welders**

4:3:4

A study of industrial blueprints. Emphasis placed on terminology, symbols, graphic description, and welding processes. Includes systems of measurement and industry standards. Also includes interpretation of plans and drawings used by industry to facilitate field application and production.

Prerequisite: None

Type: TECH

**WLDG 1417 Intro to Layout and Fabrication**

4:3:4

A fundamental course in layout and fabrication related to the welding industry. Major emphasis on structural shapes and use in construction.

Prerequisite: None

Type: TECH

**WLDG 1428 Intro to Shielded Metal Arc Welding (SMAW)**

4:3:4

An introduction to the shielded metal arc welding process. Emphasis placed on power sources, electrode selection, oxy-fuel cutting, plasma cutting, and various joint designs. Instruction provided in SMAW fillet welds in various positions.

Prerequisite: None

Type: TECH

**WLDG 1434 Intro to Gas Tungsten Arc Welding (GTAW)**

4:3:4

Principles of gas tungsten arc welding (GTAW), including set-up of GTAW equipment. Instruction in various positions and joint designs.

Prerequisite: None

Type: TECH



**WLDG 1435 Intro to Pipe Welding**

4:3:4

An introduction to welding of pipe using the shielded metal arc welding process (SMAW), including electrode selection, equipment setup, and safe shop practices. Emphasis on weld positions 1G and 2G using various electrodes.

Prerequisite: WLDG 1428 or Division Chair Approval

Type: TECH

**WLDG 1457 Intermediate Shielded Metal Arc  
Welding (SMAW)**

4:3:4

A study of the production of various fillets and groove welds. Preparation of specimens for testing in various positions.

Prerequisite: WLDG 1428 or Division Chair Approval

Type: TECH

**WLDG 2447 Advanced Gas Metal Arc Welding  
(GMAW)**

4:3:4

Advanced topics in Gas Metal Arc Welding (GMAW). Includes welding in various positions and directions.

Prerequisite: WLDG 1457 or Division Chair Approval

Type: TECH

**WLDG 2450 Orbital Tube Welding**

4:3:4

Orbital tube welding in various industries. Special emphasis on the disciplines of orbital tube welding, including cutting, facing, and development of advanced welding procedures, using high frequency welding equipment.

Prerequisite: WLDG 1434, 1435, 1457, or Division  
Chair Approval

Type: TECH

**WLDG 2451 Advanced Gas Tungsten Arc Welding  
(GTAW)**

4:3:4

Advanced topics in GTAW welding, including welding in various positions and directions.

Prerequisite: WLDG 1434 or Division Chair Approval

Type: TECH

**WLDG 2453 Advanced Pipe Welding**

4:3:4

Advanced topics involving welding of pipe using the shielded metal arc welding (SMAW) process. Topics include electrode selection, equipment setup and safe shop practices. Emphasis on weld positions 5G and 6G using various electrodes.

Prerequisite: WLDG 1435 or Division Chair Approval

Type: TECH

# College Personnel

## BOARD OF TRUSTEES

Board Position	Name	Term Expires
7	<b>P.D. (Danny) Gertson III, Chair</b>	May 2018
4	<b>Amy Rod</b>	May 2014
9	<b>Jack C. Moses, Secretary</b>	May 2016
5	<b>Merle Hudgins</b>	May 2018
6	<b>Monty Merecka</b>	May 2018
3	<b>Georgia Kincer</b>	May 2014
8	<b>Oliver W. Kunkel, Jr.</b>	May 2014
1	<b>Lloyd M. Nelson</b>	May 2016
2	<b>Gary P. Trochta, Vice Chair</b>	May 2016

## ADMINISTRATIVE EXECUTIVE OFFICERS

<b>Betty McCrohan</b>	President
B.S., San Angelo State University M.Ed., University of Houston	
<b>Leigh Ann Collins</b>	Vice President of Instruction
A.A.S., Wharton County Junior College B.A.S., & M.A.I.S., University of Houston-Victoria	
<b>David Leenhouts</b>	Vice President of Student Services
B.A., Hope College M.A. & Sp. Psy. Ser., Central Michigan University	
<b>Bryce D. Kocian</b>	Vice President of Administrative Services
A.A., Wharton County Junior College B.B.A., Sam Houston State University	
<b>Pamela J. Youngblood</b>	Vice President of Technology & Institutional Research
A.A.S., Wharton County Junior College B.A.A.S., University of Houston – Victoria	
<b>Glenda G. Hunt</b>	Dean of Academic Instruction
B.S., M.S., Sam Houston State University	
<b>Gus Wessels, Jr., CPA</b>	Dean of Financial & Business Services
A.A., Wharton County Junior College B.B.A., Southwest Texas State University	

## ADMINISTRATIVE STAFF

<b>Rachel Bahnsen</b>	Marketing & Communications Coordinator
B.S., Texas State University	
<b>Jim B. Baylor</b>	Chief of Security & Public Safety
B.S., Sam Houston State University M.A., Our Lady of the Lake University	
<b>Michele Betancourt</b>	Director of Distance Education
B.A., California State University-Long Beach M.A., University of Houston-Clear Lake	
<b>Christy Berry</b>	Director of Admissions and Registration
A.A., Wharton County Junior College B.S., University of Houston Downtown M.A., University of Houston-Victoria	
<b>Lori Blust</b>	Financial Aid Coordinator/Counselor
B.B.A., Stephen F. Austin State University	
<b>James Bullock</b>	MIS Infrastructure Architect
A.A.S., Wharton County Junior College	
<b>Darlene Byrd, CPA</b>	Controller
B.B.A., M.B.A., University of Houston – Victoria	
<b>Zina L. Carter</b>	Director of Marketing and Communications
B.A., Jacksonville University	

<b>Allyson Chuc</b>	Systems Analyst
B.B.A., University of Houston	
<b>Bryan Chuc</b>	Director of Database & Application Services
B.S., University of Houston	
<b>Mike H. Feyen</b>	Director of Facilities Management
A.A., Ferris State College	
<b>T. Scott Glass</b>	Director of Richmond Campus
A.A., Wharton County Junior College B.S., University of Houston – Victoria	
<b>Amanda Heard</b>	Internet Marketing Coordinator
B.A., Stephen F. Austin State University	
<b>Richard D. Hyde</b>	Director of Financial Aid
B.B.A., Sam Houston State University	
<b>Kwei-Feng Hsu</b>	Director of Library Information & Technical Services
B.A., University of Chinese Culture – Taiwan M.L.S., University of Wisconsin – Milwaukee	
<b>Vicki Jacobs</b>	Systems Analyst
B.S., Sam Houston State University	
<b>David Johanson</b>	Senior Systems Analyst
B.S., Corpus Christi State University (Texas A&M – Corpus Christi)	
<b>Danson R. Jones</b>	Director of Institutional Effectiveness & Resource Development
B.A., Oklahoma City University M.A., Bethany Nazarene University PhD., North Texas State University	
<b>Judy J. Jones</b>	Director of Human Resources
B.A., University of Houston	
<b>Bruce Kieler</b>	Coordinator/Grant Writer
A.A., Wharton County Junior College B.A., University of Houston M.A., Kansas State University M.B.A., University of Nevada-Reno PhD., University of California-Berkeley	
<b>Conrad A. Kieler, CPA</b>	Director of Payroll and Benefits
B.B.A., Southwest Texas State University	
<b>Leslie Kolojaco</b>	Public Services Librarian
B.S., Texas A&M University M.S., University of North Texas	
<b>Inez M. Kucera</b>	Instructional Assessment Director
A.A.S., Victoria College B. S., M.Ed., University of Houston-Victoria	
<b>Xiaodong “Eric” Li</b>	Webmaster
B.L., Fudan University M.S., University of Illinois at Urbana - Champaign	
<b>Tessa Mathews</b>	Director of Institutional Research
A.A.S., Wharton County Junior College	
<b>John Miller</b>	Manager Technical Services
A.A.S., Wharton County Junior College	
<b>Marybelle Perez</b>	Title V HSI STEM Project Director
B.S., University of Houston M.S., University of Houston-Clear Lake	
<b>Karen Preisler</b>	Registrar
B.A., McNeese State University	
<b>Deborah Popek, PHR</b>	Assistant Director of Human Resources
B.A.A., Texas State University M.S., Capella University	
<b>Kenneth Rosier</b>	Distance Learning Technical Support
A.A., Blinn Junior College	
<b>Priscilla Salas</b>	Financial Aid Coordinator/Counselor
B.A., University of Houston	
<b>Alvin Schultz</b>	Assistant Director of Facilities/Senior Electrician
<b>Mary Sprague</b>	Assistant Director of Financial Aid
A.A., North Harris Montgomery Community College B.A., Our Lady of the Lake University M.Ed., University of Houston – Victoria	

**Natalie Stavinoha** Instructional Retention Coordinator  
 A.A., Wharton County Junior College  
 B.S., University of Houston-Downtown  
 M.A., Sam Houston State University

**Brice Wayne Taylor** Coordinator of Dual Credit  
 B.B.A., University of Texas  
 M.Ed., East Texas State University  
 Ed.D., University of Houston

**Robert Wolter** Director of Sugar Land Campus  
 B.B.A., Texas A&M University

**Philip Wuthrich** Director of Purchasing  
 B.S., Sam Houston State University

**Gloria Vela** Grant Accountant  
 A.A., Wharton County Junior College  
 B.B.A., University of Houston – Victoria

## STUDENT SERVICES

**Julie Aaronson** Coordinator of Recruiting  
 B.S., Texas A&M University

**Kristen Cartwright** Academic Advisor  
 B.A., M.P.A., Stephen F. Austin State University

**Susan Denman-Briones** Director of Academic Advising  
 and Counseling  
 B.A., Drury University, Springfield, Missouri  
 M.S., University of Arkansas

**Patsy Freeman** Disability Services Coordinator  
 A.S., Coastal Bend College  
 B.A., M.S., Texas A&M Corpus Christi

**Patricia Lawlor** Counselor  
 B.A., University of Delaware  
 M.Ed., University of Houston

**Beverley Marks** Counselor  
 B.A., York University, Toronto, Canada  
 M.A., University of Houston - Clear Lake

**Patricia Sikora** Academic Advisor  
 A.A.S., Wharton County Junior College  
 B.A.A.S., University of Houston-Victoria

## CONTINUING EDUCATION & INSTRUCTIONAL OUTREACH

**Alice Atkins** Continuing Education Director  
 B.S., Everest University

**Amanda Frankum** Adult Basic Education Coordinator  
 B.S., University of Houston-Victoria

**Cynthia Kocian** Vocational Support Services Coordinator  
 B.S., University of Houston-Downtown

## FACULTY

\* Denotes Department Head

**Ramiro Acevedo** Physics, Chemistry  
 B.S. University of Houston  
 Ph.D. Rice University

**Dawn Aldana** Psychology  
 B.S. Lamar University  
 M.A., University of Houston-Victoria

**\*Sean Amestoy** Agriculture, Rodeo Coach  
 B.S., Tarleton State University  
 M.S., Sam Houston State University

**Marsha Anderson** English  
 B.S., University of Houston Downtown  
 M.S., University of Houston Clearlake

**Phyllis Appling** Developmental Studies, Reading  
 A.A., Wharton County Junior College  
 B.B.A., Sam Houston State University  
 M.Ed., University of Houston –Victoria

**Pamela A. Armentrout** English  
 B.A., M.A., Texas A&M University

**Timothy Arriaga** Engineering Design  
 A.A., Wharton County Junior College

**Richard Aurisano** Geology  
 B.A., M.A., Queens College, New York  
 Ph.D., Rutgers University

**\*Eugene F. Bahnsen** Athletic Director, Kinesiology  
 B.S., M.H.P.Ed & R., North Texas State University

**John Bankston** Chemistry  
 B.S., University of Houston  
 M.S., University of Washington

**Francine Bay** Dental Hygiene  
 A.A.S., Wharton County Junior College  
 B.A.A.S., University of Houston – Victoria

**Linda Bear** Vocational Nursing  
 A.A.S., Rogers State University

**Frank Becak** Emergency Medical Services  
 L.P., Licensed Paramedic  
 A.A.S., Wharton County Junior College

**Kimberly Benien** Mathematics  
 B.S., M.A. Western Governor's University

**Andrew Berezin** Biology  
 B.S., M.S., Sul Ross State University

**Connie Bibus** History  
 B.A., Texas State University  
 M.A., University of Virginia  
 Ed.D., Texas Tech University

**Ophelia Binkley-Webb** Psychology  
 B.S., M.L.A., Houston Baptist University  
 M.A., Texas Southern University

**Leslie Blanks** Psychology  
 B.A., Texas A&M University  
 M.A., Stephen F. Austin University

**Brenda Bode** Dental Hygiene  
 A.A.S., Wharton County Junior College  
 B.S., University of Texas Health Science Center, San Antonio

**Rickie Jo Bonner** Associate Degree Nursing  
 A.A.S., Victoria College  
 B.S.N., M.S., Regis University  
 Ph. D., DNP, Regis University

**Dana Bramble** Developmental Studies/English  
 B.S.E., Texas State University

**Benjamin Brink** Mathematics  
 B.S., Allegheny College  
 M.A., West Virginia University

**Rebecca Brown** Computer Science  
 B.S., Lamar University

**\*Melissa Bruton** Surgical Technology  
 CST, Sarasota County Technical Institute  
 LVN, Memorial City Medical Center School of Vocational Nursing  
 A.A., Wharton County Junior College

**Rick Bush** English  
 B.A., M.A., Texas Tech University

**Frank Carey** Chemistry  
 B.A., M.S., University of North Texas

**James J. Carolan** Mathematics  
 B.A., M.Ed., Texas Wesleyan College

**Patrice Carter** History  
 B.A., Mundelein College (Loyola University)  
 M.A., University of Illinois

**Johnson Cherukara** Biology  
 B.S., Bangalore University, India  
 M.S., Kumaun University, India

**\*Linda Clark** Criminal Justice  
 B.A., University of Oklahoma  
 J.D., Oklahoma City University  
 Ph. D., University of Houston—Downtown

<b>Sean Collins</b>	Chemistry	
B.S., Schreiner University		
M.S., Texas A&M University		
<b>*Curtis Cline</b>	Automotive	
A.A.S., Wharton County Junior College		
ASE Master Certified Automotive Technician		
Automotive Journeyman - Oregon		
<b>Jess W. Coleman</b>	Art	
B.F.A., M.A., M.F.A., Sam Houston State University		
<b>James Robert Conner</b>	Speech	
B.S., University of Houston Downtown		
M.A., University of Houston		
<b>Dariush Darayan</b>	Computer Science	
B.S., University of Houston		
M.S., Louisiana State University		
<b>Kevin Dees</b>	Biology	
Division Chair, Math and Science		
B.S., M.S., Southwest Texas State University		
<b>*Carol Derkowski</b>	Dental Hygiene	
Division Chair, Allied Health		
A.A.S., Wharton County Junior College		
B.S., M.A.I.E., Sam Houston State University		
<b>John Dettling</b>	Biology	
B.S., Texas A&M University		
M.S., Southwest Texas State University		
<b>Cynthia Diener</b>	English	
B.S., Texas A&M University		
M.S., University of Houston-Victoria		
<b>Aaron Dittmar</b>	Welding	
A.A., Wharton County Junior College		
<b>Candace Doriski</b>	Biology	
B.S., Arkansas Tech University		
M.S., Louisiana State University		
<b>Kelly Eldridge</b>	Psychology	
A.A., Brazosport College		
B.S., M.A., Sam Houston State University		
<b>Fred L. Ermis, Jr.</b>	Mathematics	
B.S., Sam Houston State University		
M.S., Marquette University		
<b>Peggy Fitt</b>	Kinesiology	
B.S., Northwestern State University of Louisiana		
M.A., University of Northern Colorado		
<b>Brianna Florus</b>	Kinesiology, Volleyball Coach	
B.A., Texas Tech University		
<b>Purti Gadkari</b>	Biology	
B.S., University of Bombay		
M.S., University of Cincinnati		
<b>Alison Garner</b>	Biology	
B.S. Baylor University		
M.S. Sam Houston State University		
<b>*David D. Glenn, Jr.</b>	Geology	
B.S., Stephen F. Austin State University		
M.S., Sam Houston State University		
<b>Natasha Goins</b>	Associate Degree Nursing	
B.S., M.S., Texas Woman's University		
<b>Linda Graham</b>	History	
B.A., M.A., Houston Baptist University		
<b>Sharon Gregory</b>	Computer Science	
B.S., M.S., Stephen F. Austin State University		
<b>Linda Griffith</b>	History	
B.A., M.A., University of Houston – Clear Lake		
<b>J.B. Groves III</b>	Computer Science	
A.A., Wharton County Junior College		
B.S., M.S., University of Houston		
<b>*Kenneth Grubb</b>	History	
B.A., M.A., University of Houston—Clear Lake		
<b>Varun Gupta</b>	Economics	
M.S., University of Houston		
M.B.A., Texas Southern University		
B.S., West Virginia University Morgantown		
<b>Pramila Gurralla</b>	Biology	
B.S., Andhra Christian College		
M.S. Kanpur University		
M.D., Spartan Health Sciences University (West Indies)		
<b>Dale Hahn</b>	Dental Hygiene	
A.A.S., Wharton County Junior College		
B.S., University of Texas Health Science Center, San Antonio		
<b>Philip Hamlin</b>	Air Conditioning, Heating, Refrigeration and Electrical	
EPA Section 608 Certificate		
State of Texas Master Electrician License		
<b>Tammy Hann</b>	Associate Degree Nursing	
LVN, Wharton County Junior College		
B.S., M.S., Grand Canyon University		
<b>*Erma Hart</b>	Paralegal Studies	
B.B.A., Prairie View A&M University		
J.D., Texas Southern University		
<b>William Heierman</b>	Mathematics	
B.S., Georgia Institute of Technology		
M.S., New York University		
<b>*Rudolph Henry</b>	Nuclear Power Technology	
B.S., Texas A&M University		
M.S., University of Houston Clear Lake		
<b>TaQuita Hogan-Claiborne</b>	Paralegal Studies	
B.A., University of Houston		
J.D., Texas Southern University		
<b>Ava Humme</b>	English	
B.A., Texas A&M University		
M.Ed., University of Houston – Victoria		
<b>Jodie Hutchinson</b>	Psychology	
B.S., University of Houston		
M.A., Houston Baptist University		
<b>Jennifer Jeffery</b>	Biology	
B.S., Sam Houston State University		
M.S., Texas Tech University		
<b>Glendell Jones</b>	History	
B.A., M.Ph., Southern Methodist University		
M.Ed., East Texas State College		
Ph.D., North Texas State University		
<b>James H. Kelley, Jr.</b>	Mathematics	
B.S., M.S., University of Arkansas		
<b>Sherry King</b>	Biology	
B.A., Howard Payne University		
M.S., Ph.D., Arizona State University		
<b>Suzan King</b>	English	
B.A., M.A., Oklahoma State University		
<b>Cynthia Knox</b>	Speech	
B.S., Bradley University		
M.A., University of Wisconsin		
M.P.H., University of Texas Health Science Center, Houston		
<b>Angela Kocurek</b>	English	
B.A., M.A., Sam Houston State University		
<b>Marlene Kolafa</b>	Cosmetology	
Certificate, Cosmetology Operator and Instructor, Wharton County Junior College		
Licensed Cosmetology Instructor, Texas Department of Licensing and Regulation		
<b>Patricia Korenek</b>	Associate Degree Nursing	
B.S.N., M.S., University of Texas-Austin		
M.S., Texas Women's University-Houston		
WHCNP-University of Texas Southwestern-Dallas		

<b>*David Kucera</b>	Electronics Engineering Technology Division Chair Technology and Business A.A.S., Wharton County Junior College B.A.A.S., University of Houston – Victoria	
<b>*Jacqueline Kuehn</b>	Cosmetology Certificate, Cosmetology Operator and Instructor, Wharton County Junior College Licensed Cosmetology Instructor, Texas Department of Licensing and Regulation	
<b>Mary Lang</b>	English B.A., East Texas State University M.A., Texas Tech University	
<b>Geneen Lannom</b>	Biology B.S., Texas Tech University M.S., University of Texas Permian Basin	
<b>Jennifer Lehman</b>	Economics B.S., Abilene Christian University M.P.A., J.D., University of North Carolina at Chapel Hill	
<b>Debra Lemson</b>	Music B.M.E., Baker University M.S.M., Southern Methodist University	
<b>Karen Lescure</b>	English B.A., M.A., University of Houston	
<b>Jason Lester</b>	Music B.M.Ed., Baylor University M.M.-Voice, University of Cincinnati College, Conservatory of Music Ph.D., Florida State University	
<b>Jonathan K. Loessin</b>	Sociology B.S., M.A., Sam Houston State University A.B.D. Texas A&M University Ph.D., Universidad Empresarial de Costa Rica	
<b>*Debora L. Lutringer</b>	Health Information Technology A.A.S., Wharton County Junior College B.S., Texas State University	
<b>Stephen Lyford</b>	Computer Science B.S., M.E. Sam Houston State University	
<b>*Terry David Lynch</b>	Police Academy Division Chair, Vocational Science A.A., Wharton County Junior College A.A.S., Wharton County Junior College	
<b>*Barbara Lynn</b>	Education & Early Childhood B.S., M.A., University of Texas	
<b>Amelia Maretka</b>	Computer Science A.A.S., Wharton County Junior College B.S.T., M.Ed., University of Houston	
<b>*Daryl Wayne Maretka</b>	Fire Science A.A., Wharton County Junior College B.B.A., Dallas Baptist University	
<b>Bonnie Mascheck</b>	Vocational Nursing A.A.S., Wharton County Junior College	
<b>Allyson Matheaus</b>	Radiologic Technology A.A., Wharton County Junior College A.A.S., Wharton County Junior College B.S., Midwestern State University	
<b>Jennifer Mauch</b>	Mathematics B.S., Louisiana State University M.Ed., Texas State University–San Marcos	
<b>Shelley Mayfield</b>	Dental Hygiene A.A.S., Wharton County Junior College B.A.A.S. M.Ed., University of Houston – Victoria	
<b>Nora McCarthy</b>	Computer Science B.S., M.S., University of Houston – Clear Lake	
<b>Mary McClelland</b>	Office Administration B.S., M.B.A., Texas Southern University	
<b>*Rebecca Helms McElroy</b>	Psychology B.A., M.A., Houston Baptist University	
<b>Greg McLarty</b>	Drama B.S., M.S., East Texas State University- Commerce	
<b>Lorena Medrano</b>	Spanish M.A., M.S., University of Missouri-Columbia	
<b>*Maggie Mejorado</b>	Emergency Medical Services L.P., Licensed Paramedic E.M.S.C., Emergency Medical Services Coordinator A.A.A., Mesquite Community College A.A.S., Wharton County Junior College	
<b>Jimidene Murphy</b>	English B.B.A., Tarleton State University M.A., Texas Tech University M.B.A., Tarleton State University	
<b>*Willie Myles</b>	Process Technology B.S., Alcorn State University M.S., University of Houston-Clear Lake	
<b>*Dale Neaderhouser</b>	Mathematics B.S. Cornell University M.S., University of Illinois	
<b>*Robin P. Nealy</b>	Developmental Studies, English B.A., Prairie View A&M M.A., Texas A&M University Ph.D., Texas A&M University	
<b>Cullen W. Newsom</b>	Electronics Engineering Technology A.A.S., Wharton County Junior College	
<b>Mary Austin Newman</b>	Speech, Drama B.S., S.F. Austin State University M.A., University of Houston Ph.D., Penn State University	
<b>Robert E. Nottebart</b>	History B.A., Lubbock Christian University M.A., University of Houston	
<b>Garland Novosad</b>	Dental Hygiene B.S., Baylor University, Waco D.D.S., Baylor University College of Dentistry, Dallas	
<b>Judy Ogle</b>	Psychology B.A., Southern University – New Orleans M.S., University of Missouri at Columbia	
<b>Jose Benito Pastora</b>	Engineering, Physics, Mathematics B.S., Wilmington College M.S., University of Dayton Ph.D., Texas A&M University	
<b>Amanda Pence</b>	Associate Degree Nursing B.S.N., University of Texas at Austin M.S.N., Texas A&M –Corpus Christi	
<b>Amy Pendergraft</b>	Associate Degree Nursing B.S.N., University of Texas Medical Branch M.S.N., Texas Woman’s University	
<b>Lyndon Dale Pinson</b>	Geology B.S., M.A., Sam Houston State University	
<b>Kirby S. Pressly</b>	Mathematics B.A., M.A., North Texas State University	
<b>*Sharon Housman Prince</b>	English B.A., M.A., Radford University	
<b>Karen Prisner</b>	Speech A.A., Barbados Community College B.A., Texas A&M University, Corpus Christi M.A., University of Houston	
<b>*Patrick Ralls</b>	Speech B.A., Sam Houston State University M.A., University of Houston	
<b>*Kimberly Y. Raun</b>	Biology B.A., Texas A&M University M.S., University of Houston –Clear Lake	
<b>*Elizabeth A. Rexford</b>	Government B.A., Franklin and Marshall College M.A., Ph.D., University of Maryland	
<b>George H. Robertson</b>	Developmental Studies B.S., Sam Houston State University	
<b>Kathy Rod</b>	Developmental Mathematics B.S., Texas A&M University	

<b>*Elizabeth Rohan</b>	Vocational Nursing	
A.A., Wharton County Junior College		
A.A.S, Wharton County Junior College		
<b>Haydee Ruiz</b>	Engineering Design	
A.A.S., Wharton County Junior College		
B.S., University of Houston		
<b>Frances Sablatura</b>	Associate Degree Nursing	
B.S.N., University of Texas		
M.S.N., Texas Woman's University		
<b>*Betty T. Salas</b>	Physical Therapist Assistant	
A.A.S, Wharton County Junior College		
B.S., UTMB School of Allied Health Sciences		
D.P.T., University of Montana		
<b>*Ricardo Salinas</b>	Welding	
A.A.S., Texas State Technical College-Harlingen		
<b>Mariakutty M. Samuel</b>	Associate Degree Nursing	
Diploma in Nursing, Christian Medical College and Hospital, India		
B.S.N., M.S.N., University of Texas Health Science Center		
<b>*Robert Sanchez</b>	Air Conditioning, Heating, Refrigeration	
EPA Section 608 Certificate and Electrical HVACR Certificate, Wharton County Junior College		
<b>*Donna Schilling</b>	Computer Science	
A.A.S., Wharton County Junior College		
B.A.A.S., University of Houston - Victoria		
<b>James Schoshinski</b>	Government	
B.A., University of Texas—Dallas		
M.A., Texas Women's University		
<b>*Victoria Schultz</b>	Human Services	
B.S., M.S., University of Alaska		
<b>Mushira Shamsi</b>	Education & Early Childhood	
B.S., M.S., University of Baroda, India		
<b>Amanda Shelton</b>	History	
Division Chair, Social & Behavioral Sciences		
B.A., University of Texas		
M.A., Southwest Texas State University		
<b>Margaret Penn Sherrrod</b>	Sociology	
B.A., M.A., Prairie View A&M University		
J.D., Texas Southern University		
<b>*Jo Ann Shimek</b>	Engineering Design	
A.A.S., Wharton County Junior College		
B.S., University of Houston		
<b>Geoffrey Shine</b>	Government	
B.A., M.A., Texas State University		
<b>*Celine Siewert, CPA</b>	Accounting	
B.B.A., Texas A&M University		
M.B.A., University of Houston-Clear Lake		
<b>Corrine Smith, ANP</b>	Associate Degree Nursing	
B.S.N., Texas Christian University-Fort Worth		
M.S., Texas Woman's University-Dallas		
ANP-C, American Academy of Nurse Practitioners		
<b>Samuel M. Smith</b>	Drama	
B.A., Pennsylvania State University		
M.F.A., Indiana University		
M.Ed., University of Houston – Victoria		
<b>Yvonne Smith</b>	Mathematics	
B.S., Mississippi State University		
M.Ed., Mississippi College		
<b>Samuel Javier Solis</b>	Kinesiology, Baseball Coach	
B.S., Hardin-Simmons University		
M.Ed., Hardin-Simmons University		
<b>Pamela Speights</b>	Speech	
B.S.Ed., M.S., Abilene Christian University		
Ed.D., University of Houston		
<b>Paul N. Spellman</b>	History	
B.A., Southwestern University – Georgetown		
M.A., University of Texas		
M.Ed., Texas A&M University – Corpus Christi		
Ph.D., University of Houston		
<b>David Scott Stripling</b>	English	
B.S., UT Pan American		
M.B.A., UT Pan American Edinburg		
<b>Ernest (Jeff) Tix</b>	English	
B.B.A., Texas A&M University		
M.B.A., M.L.A., University of St. Thomas		
<b>Ronald Vardy</b>	Government	
B.A., University of South Florida		
M.S., Troy State University		
M.B.A., Central Michigan State		
M.A., Ph.D., University of Houston		
<b>Joseph Waldrop</b>	Music/Band Director	
A.A., Tyler Junior College		
B.F.A., University of Texas at Tyler		
M.M., Texas State University		
<b>Amy Wall</b>	Associate Degree Nursing	
B.S.N., Rutgers, The State University of New Jersey		
M.A., New York University		
<b>Kelly Wallace</b>	Physical Therapist Assistant	
B.S.PT, Texas Women's University		
B.S.Hed., Texas A&M University		
D.P.T., Boston University		
<b>Douglas B. Walker</b>	Biology	
B.A., Texas Christian University		
M.A., Southern Methodist University		
<b>*Sharla Walker</b>	Radiologic Technology	
B.S., M.S., Midwestern State University		
<b>Wendy Waters</b>	Biology	
B.S., M.S., Ph.D., Texas A&M University		
<b>*Kelley A. Whitley</b>	Chemistry, Physics, and Engineering	
B.S., Sam Houston State University		
M.S., University of California – Riverside		
<b>Mary Wilson, CPS</b>	Business & Office Administration	
B.S., Southwest Texas State University		
M.Ed., University of Houston		
<b>Joy J. Wind</b>	History	
B.J., University of Texas		
M.A.I.S., University of Houston – Victoria		
<b>Stephen Witzkoski</b>	Automotive Technology	
A.A.S., Wharton County Junior College		
ASE Master Certified Automotive Technician		
Mazda Certified Master Technician		
GM Certified Master Technician		
<b>David J. Woods</b>	Computer Science	
B.S., M.B.A., University of Houston		
<b>*Deborah Yancey</b>	Associate Degree Nursing	
A.A.S., San Jacinto Junior College		
B.S.N., University of Texas Health Science Center		
M.S.N., University of Texas		

## ADVISORY COMMITTEES FOR OCCUPATIONAL PROGRAMS

### Air Conditioning, Heating, Refrigeration and Electrical Technology

Doug Baumgarten	DB Air, Wharton, TX
David Cannell	Cannell Air Conditioning & Heating, El Campo, TX
Thomas Faust	Faust Air Conditioning & Heating, Wharton, TX
Manual Garcia	Contractor, Garcia Mechanical, Needville, TX
Raymond E. Kueck	Custom Comfort, Inc., Rosenberg, TX
Alvin Mathys	Gulf Coast Medical Center (retired), Wharton, TX
Ray Roberson	Roberson Air Conditioning and Refrigeration, Wharton, TX
Mike Sparks	Contractor, Kovar AC&H, Bay City, TX
Sidney E. Struss	Contractor, A.J. Struss Company, Eagle Lake, TX

### Associate Degree Nursing

Kathryn Tart, Ed.D., RN, CNE	University of Houston Victoria
Tanya Carbone, RN, BSN	Oak Bend Medical Center
Lynne Howard, RN	Fort Bend Surgery Center
Sharon Rochen, RN	South Texas Medical Clinic
Judy Sablatura, RN, BSN	Matagorda General Hospital
Christie Jacobus, RN, M.Ed	Memorial Hermann Sugar Land Hospital
Celeste Harrison	Matagorda Episcopal Health Outreach Program
Le Riggs	Silverado Senior Living-Sugar Land
Dianne Smitson, RN, MHA	Gulf Coast Medical Center
Katie Cross, RN-C, MSN	Christus St. Catherine Hospital

### Automotive Technology

Craig Abbondola	Beck & Masten, Houston, TX
Keith Cline	Jeff Hass Mazda, Houston, TX
Jim Farrar	Firestone, Richmond/Rosenberg, TX
Gary Faris	Owner, NAPA, Bay City/ Boling/ Wharton, TX
Gary Gensler	WCJC Faculty (retired), Wharton, TX
Chris Hawn	Hawn Automotive, Columbus, TX
Larry Kuretsch	El Campo High School, El Campo, TX
Lance Lurker	Don Davis Motor Co., El Campo, TX
Mike Rodriguez	B&S Services, Boling, TX
David Voulgaris	Self Employed, Wharton, TX
Mike Watson	Boling Equipment, Boling, TX

### Computer Science

Heather Caddie-Mendiola	Tidehaven, ISD, Blessing, TX
Dr. Li Chao	University of Houston-Victoria, Sugar Land, TX
Keith Crabb	University of Houston, Houston, TX
Adam Guevara	Wm. Rigg Co., Houston, TX
Russell Hill	All-Tex Networking Solutions, Richmond, TX
Sean Lavelle	Baylor College of Medicine, Houston, TX
Lynette Meyer	Fort Bend ISD, Sugar Land, TX
Larry Swonke	Microsoft Corporation, Houston, TX

### Cosmetology

Darla Ermis	Owner, That Hair Place, Louise, TX
Ann Vignes	Owner, The Salon on Richmond, Wharton, TX
Linda Svatek	Owner, Razzmatazz Hair Salon, Wharton, TX
Kelli Graham	Owner, Southern Charm Salon, Weimer, TX
Jeanene Merka	Retired WCJC faculty, Wharton, TX
Joshann Garcia	Cosmetology Instructor, Bay City High School

### Dental Hygiene

Adrienne Address, DDS	Stafford, TX
Larry Caldwell, DDS	Sugar Land, TX
Haley Gerke, RDH	Beasley, TX
A.J. Murrey, DDS	Bay City, TX
Byron Novosad, DDS	Sugar Land, TX
Patti Rhoades, RDH	Rosenberg, TX
Carol Smolik, RDH	El Campo, TX
Brian Swenson, DDS	El Campo, TX
Monica Taylor, RDH	Missouri City, TX
Kelli Wise, RDH	Friendswood, TX
Brandi Yackel, RDH	Wharton, TX

### Early Childhood Development

Mariette Bellamy	Education Director, Tri-County Head Start
Dianne Gertson	Texas AgriLife Extension, Wharton County, Wharton, Texas
Stephanie Haynes	Graduate of WCJC and Supervisor of Child Care Department, Lifeway Church, Hungerford, TX
Linda Hines	Children's Librarian, Wharton County Library
Gail Spell	WCJC Instructor, Project GROW, Early Childhood Intervention, Richmond, TX
Dr. Joy Moss	Assistant Professor of Early Childhood Education, University of Houston-Clear Lake, Houston, TX
Patty Stupka	THS Family Consumer Science Teacher, LCISD, Beasley, TX
Joyce Trigger	WCJC Instructor, Shady Oak Christian School, Richmond, TX
Rebecca St. Cyr-Gotting	Director, Aquinas Early Learning Center, Sugar Land, TX
Lorraine Washington	WSS Tri-County DCD Head Start, Richmond, TX

### Electronics Engineering Technology

Rachel Caldwell	FW Murphy, Rosenberg, TX
Tommy Clark	Houston Sigma Technologies, Houston, TX
Clarence Foytik	Micro-Smart Systems, Houston, TX
Dustin Hruzek	FW Murphy, Controls Engineer, Rosenberg, TX
Ivan Lambert	Sercel, Inc., Houston, TX
Donald Locke	Sercel, Inc., Houston, TX
Daniel Klienberg	Schlumberger, Sugar Land, TX
Art Schulze	Healthcare Technology Group, Wharton, TX
Jeff Tanner	Schlumberger, Sugar Land, TX

## Emergency Medical Service

Dr. Francisco J. Ortiz	WCJC Medical Director
Ben Altenhoff	Director- El Campo EMS
Butch Baccus	Director of Operations- EMS
Brandon Beckett	ER Director-Matagorda General
Amanda Campos	EMS Director, Matagorda EMS
Ron Diley	Director, Austin County EMS
Ann Gooden	Bay Villa Nursing Home Director
John Kowalik	Director- Wharton EMS
Charla Kulcak	STMC Marketing Director
Mike Lee	Chief Nursing Officer-Matagorda General
James McGrath	EMT-P Student
Tina Slaughter	OR Director-Matagorda General

## Engineering Design

Stephen Berckenhoff	AECOM, Houston, TX
Steve Blanchard	Atkinson Builders, Edna, TX
Wendy Borel	Fluor, Sugar Land, TX
Victor Castaneda, Jr.	CADD-CON Support Services, Houston, TX
Traci Holub	Director Vocational Ed., LCISD, Rosenberg, TX
Ken Lipinski	Mustang Engineering, Houston, TX
Jared Murphy	CAD Instructor, LCISD, Rosenberg, TX
Bob Ring	Manager, Business Dept. Edmister-Hinshaw-Russ & Associates, Houston, TX
Ken Shanks, AIA	Ken Shanks & Associates, Inc., El Campo, TX
Glenn Evanicky	Jacobs Engineering, Houston, TX
Steve Kubena	SBM Atlanta, Houston, TX
Llarence Turner	Kelly R. Kaluza & Assoc., Inc., Rosenberg, TX

## Fire Academy

Bobby Barnett	Wharton Volunteer Fire Department (Retired), Wharton, TX
Curtis Campbell	Missouri City Fire & Rescue, Missouri City, TX
Jimmy George	El Campo Volunteer Fire Department, El Campo, TX
Todd Johse	West University Fire Department, West University, TX
Chris Kahl	Richmond Fire Department, Richmond, TX
Aaron Prihoda	Missouri City Fire & Rescue, Missouri City, TX

## Health Information Technology

Carol Bartek, RHIA, CCS	Gulf Coast Medical Center, Wharton, TX
Sarah Glass, MA, RHIA, CCS	St. Luke's Hospital, Houston, TX
Judy Hardin, RHIA	South Texas Medical Clinic, Wharton, TX
Mary W. King, MS, RHIA	Retired WCJC Faculty, Wharton, TX
Becky Malone, RHIA, CCS	St. Luke's Hospital, Houston, TX
Delores Merchant, RHIA	Sweeny Community Hospital, Sweeny, TX
Elaine Powers, RHIT	Iron Mountain Consulting
Linda Rosenbaum, RHIA	RMS Services, Houston, TX

Mary Jo Spanihel, RHIA	Part-Time Instructor, Wharton County Junior College, Wharton, TX
Karen Wells RHIT	El Campo Memorial Hospital, El Campo, TX

## Human Services

Al Barrera	Superintendent, Richmond State Supported Living Center, Richmond, TX
Chad Bridges	Assistant District Attorney, Fort Bend County District Attorney's Office, Special Victim's Unit, Richmond, TX
Eugene Davis	Executive Director, The Crisis Center and Child Advocacy Center for Matagorda and Wharton Counties
Sheri Frug'e	Clinical Director, Behavioral Healthcare Services, Texana, Rosenberg, TX
Virginia Hahn	Executive Director, The Harbor Children's Alliance and Victim Center, Port Lavaca, Texas
Rebecca McElroy	Department Head, Psychology, Sociology, Anthropology
Mike Meade	Chief Probation Officer/Administrator, Fort Bend County Juvenile Detention and Probation Center, Richmond, Texas
Isaac Williams	Dean and Campus Administrator, Springfield College, Houston Campus, Houston, Texas

## Nuclear Power Technology

Clarence Fenner	Workforce Development Coordinator, South Texas Project, Wadsworth, TX
John Lindsey	Fleet Manager Training support & Partnerships, Exelon Generation
Tom Morgan	Local pastor/civic leader, Bay City, TX
Dr. John Poston	Professor, College of Engineering, Texas A&M, College Station, TX

## Office Administration (Administrative Assistant)

Marie T. Barth, CPS/CAP	MD Anderson Cancer Center, Houston, TX
Belinda Bonilla	Fugro Gravity & Magnetic Services Inc., Houston, TX
Mary J. Denton CPS/CAP	Plains All American, Houston, TX
Billie Forrest CPS	MidContinent/Alaska Business Unit, Chevron North America Exploration and Production Company, Houston, TX
Janice Golding	Fulbright & Jaworski L.L.P., Houston, TX
Rhoda Jones CPS	Williams Gas Pipeline, Houston, TX
Lauren Krasucky	Needville High School
Debra Pruitt CPS/CAP, CPM	City of Houston, Houston, TX
Vickie Randall	Reliant Energy, Houston, TX
Carol Treude	Louise, TX
Shelly Utz	Lamberti USA, Inc., Hungerford, TX

## Paralegal Studies

Eric Ashford	Attorney at Law
Kathy Carpenter	Attorney at Law
William Colgin	Attorney at Law
Rudy Cuellar	Paralegal, Traditions Bank, Houston, TX



Beverly Deadrick Attorney at Law  
 Fred Guess, JD Lamar Consolidated ISD  
 David Perwin Attorney at Law  
 Holly Reyes Paralegal, Ft. Bend Lawyers Care, Inc.,  
 Richmond, TX  
 Lisa Wallingford Paralegal, Jenkins & Kamin, LLP,  
 Houston, TX

Kim Williams Methodist Healthcare System, Sugar  
 Land, TX  
 Carlos Gonzales DeTar Hospital, Victoria, TX  
 Joy Janak Gulf Coast Medical Center, Wharton,  
 TX  
 Reza Malek, M.D. Memorial Medical Center, Port  
 Lavaca, TX

### Physical Therapist Assistant

Allison Bennet PT Brazosport Rehabilitation, Lake  
 Jackson, TX  
 Robert Brown PTA Angleton-Danbury Hospital,  
 Angleton, TX  
 Terri Conner PTA Southbrooke Manor, Edna, TX  
 Carrie Crabb PT Harris Department of Education,  
 Houston, TX  
 Grace Hankins PT Kittie Nash Groce Rehabilitation,  
 West Columbia, TX  
 Hattie Kirby PTA Memorial Hermann Sports Medical  
 Center, Sugarland, TX  
 Colleen Rasmussen PT STMC, Memorial Hermann, El Campo

Amy Schoppe South Texas Medical Clinic, Wharton,  
 TX  
 Michael Thomas Public Representative  
 Nichole Tucker Brazosport Memorial Hospital, Lake  
 Jackson, TX  
 Debra Trammell Memorial Medical Center, Port  
 Lavaca, TX  
 Kevin Nichols Oak Bend Medical  
 Student Sophomore Student  
 Representative

### Police Training and Criminal Justice

John Bailey Missouri City Police Department,  
 Missouri City, TX  
 Taylor Carroll Carroll's Gun Shop, Wharton, TX  
 Colin Davidson Rosenberg Police Department,  
 Rosenberg, TX  
 Lewis Fortenberry Jr. Zarsky Lumber, Wharton, TX  
 Timothy Guin Wharton Police Department,  
 Wharton, TX  
 Raymond Harrison, Jr. Harrison Realty, Wharton, TX  
 (Chair)  
 Robert Lister Bay City Police Department, Bay City,  
 TX  
 Steve May Wharton ISD, Wharton, TX  
 Roxanne Marek Wharton County Adult Probation,  
 Wharton, TX  
 Ron Sanders Wharton Chamber of Commerce,  
 Wharton, TX

### Surgical Technology

Carol Derkowski, Division Chair, Allied Health, WCJC  
 RDH, MAIE  
 Dr. Keith Dowell Wharton, TX  
 Dr. Mystin Gurkin, South Texas Medical Clinic & Gulf Coast  
 MD Medical Center, Wharton, TX  
 Kim Hicks, CST Matagorda General, Bay City, TX  
 Mary King, MS, RHIA Wharton, TX  
 Melinda Kubala, RN SugarLand Medical Center, SugarLand, TX  
 Debbie Lutringer, Wharton County Junior College,  
 RHIA, CTR Wharton, TX  
 Janie Mooneyham Memorial Herman Katy Medical Center,  
 Katy, TX  
 Deborah Mahoney, Gulf Coast Medical Center, Wharton, TX  
 RN  
 Nancy E. Partlow, Wharton, TX  
 MS  
 Tina Slaughter, RN Matagorda General Hospital, Bay City, TX  
 Mary Jo Spanihel, Wharton County Junior College,  
 RHIA Wharton, TX  
 Madeline Zbranek Oak Bend Medical Center, Richmond, TX  
 Student President of Surgical Technology Club  
 Representative  
 Donna Nelson Public Representative

### Process Technology

Greg Blanchard Celanese Chemical, Bay City, TX  
 Raymond Brooker Celanese Chemical, Bay City, TX  
 John Carlson Chevron Phillips Chemical Company,  
 Sweeny, TX  
 Anthony Cohea Dow Chemical, Freeport, TX  
 Brett DeMoss Williams Company, Bay City, TX  
 D.C. Dunham BCCD, Bay City, TX  
 Dr. David Griffith Wharton County Junior College-  
 Process Technology Instructor  
 University of Wisconsin (Retired)  
 Doug Kubala (Chair) NALCO, Sugar Land, TX  
 Steven Parker OXEA, Bay City, TX  
 David Pena Lyondell Basell, Bay City, TX  
 Betsy Ryan OXEA, Bay City, TX  
 Wayne Stephens Process Technology Part-Time  
 Instructor, Wharton County Junior  
 College (Retired)  
 Michael Wobser Lyondell Basell, Bay City, TX

### Welding

Lylle Anderson Community Representative  
 Jeff Bates Airgas Sutherland  
 Shayne Beauchamp Hudson Products  
 Russell Beisert Lone Star Cryogenics, Inc.  
 Ricardo Salinas WCJC Faculty  
 Tara Napolillo Lincoln Electric  
 Mary Parr Eagle Lake Chamber  
 Harry Priesmeyer Workforce Solutions  
 Andrew Soprano Lincoln Electric  
 Sarah Wiebold Lone Star Cryogenics, Inc.  
 Monty Williams Rice High School – Tech Teacher

### Radiologic Technology

Jorge Colesio Matagorda General Hospital, Bay  
 City, TX

### Vocational Nursing

Rhonda Brown, RN The Legacy, Bay City, TX  
 Danny Alvarez, RN Gulf Coast Medical Center, Wharton,  
 TX  
 Kim Pierson, RN, Matagorda Regional Medical Center,  
 MSN, DON Bay City, TX  
 Sharon Rothen, RN South Texas Medical Clinic, Wharton,  
 TX

Lynn Howard, LVN South Texas Medical Clinic, Wharton, TX  
 Larod Jefferson, LVN Rosenberg, TX  
 Virginia Broman, RN Gulf Coast Medical Center, Wharton, TX

### Adult Basic Education

Paula Bauer Coordinator, Project LEARN  
 Billie Jean Bram Sex Offender Officer, Matagorda/Wharton County Adult Probation  
 Ester Chandler Director of Student Services, Columbus ISD  
 Lindsey Clark Manager/Membership Development, Greater Fort Bend Economic Development Corp.  
 Kathleen Collins Director, Family Literacy Program  
 Eugene Davis Director, Matagorda County Woman's Crisis Center  
 Joanne Downing Assistant Director, Fort Bend County Library  
 Julia Gonzales Director, Matagorda United Way  
 Barbara Goodell Director, Fort Bend County Library  
 David Janecek GED Liaison, Columbus ISD  
 Demetria Johnson Office Manager, Bay City Workforce Solutions  
 Michael Koehl GED Liaison, Columbus ISD  
 Colleen Labar Conference Coordinator, MEHOP  
 Kay Lawson Community Liaison, Palacios ISD  
 Amelia Perez Director, Fort Bend Literacy Council  
 Clara Russell Director, Fort Bend County Library  
 Ron Sanders Executive Director, Wharton Chamber of Commerce  
 David Schroeder Executive Director, Wharton Economic Development Corp.  
 Diane Shifflet Office Manager, Columbus Workforce Solutions  
 Leeanna Shimek Executive Director, El Campo Northside Education Center  
 Kay Shoppa Superintendent, Wharton ISD  
 Brad Slater Juvenile Probation Supervisor, Fort Bend County  
 Mitch Thames Vice President, Bay City Chamber of Commerce  
 Tracy Vasut Juvenile Probation Officer, Wharton County  
 Ella Williams Employment Counselor, Wharton Workforce Solutions  
 Michelle Zahn Director, Boys & Girls Club of Wharton

**\*Marshall C. Baker** History  
 B.S., Louisiana Polytechnic Institute  
 M.Ed., Northeast Louisiana State College  
**Albert R. Barnes** Dean of Admissions & Registration  
 B.S.E., University of Central Arkansas  
 M.S., University of Oregon  
**Friedemann K. Bartsch**  
 B.A., University of Rochester  
 M.A., Ph.D., Indiana University  
**\*Don Baylor** Chemistry  
 B.S., Southwest Texas State University  
 M.S., University of Houston  
**\*A.J. Bohuslav** Machine Shop Technology  
 B.S., M.Ed., Texas A&M University  
**\*Nolan Bounds** Mathematics  
 B.S., M.A., Sam Houston State University  
**Billy T. Boyar** English  
 B.A., M.A., North Texas State University  
 Ph.D., Arizona State University  
**\*Norma Brady** English  
 A.A., Wharton County Junior College  
 B.S., M.A.T., Sam Houston State University  
**Rudolph R. Braeuer** Agriculture  
 B.S., M.Ed., Southwest Texas State University  
**\*Jack Brinlee** Automotive Technology  
 A.A.S., Grayson County College  
**\*John E. Brooks** VP of Continuing Education & Community Service  
 A.A., Wharton County Junior College  
 B.S., M. Ed., Ed. D., University of Houston  
**\*Angus M. Brown** Electronics Technology  
 Registered Professional Engineer  
 B.S., Union College  
 M.Ed., University of Houston  
**Candace Ann Brown** Business, Office Administration  
 B.B.A., M.B.A., Sam Houston State University  
**Jessie V. Cabaniss** Biology  
 B.A., Baylor University  
 M.A., University of Texas  
**\*Mildred M. Campbell** Biology  
 A.A., Kidd College  
 B.A., M.A., Texas Woman's University  
**Shirley J. Chilek** Vocational Nursing  
 B.S.N., Sacred Heart Dominican College  
**Robert B. Clark** Government  
 B.A., M.A., North Texas State University  
**\*Ruby B. Cloyd** English  
 B.A., Transylvania College  
 M.A., Columbia University  
**Jim. A. Coats, Jr.** VP of Academic Affairs  
 B.S., M.Ed., Stephen F. Austin State University  
 Ph.D., Texas A&M University  
**Sandra Lee Coats** English  
 Division Chair, Communications and Fine Arts  
 B.A., M.A., Stephen F. Austin State University  
 Ph.D., Texas A&M University  
**O.A. Collins** Computer Science & Information Technology  
 B.S., University of Texas  
 M.S., M.B.A., University of Houston  
**\*R.L. Cowser, Jr.** English  
 B.A., M.Ed., M.A., East Texas State University  
**James W. Cox** Business, Office Administration  
 B.B.A., Sul Ross, State University  
 M.B.A., St. Mary's University  
**\*Eppie M. Davidson** English  
 B.S., Texas Woman's University  
 M.A., University of Houston  
**Joe Tom Davis** History  
 B.S., M.Ed., Sam Houston State University

### FACULTY AND STAFF EMERITI

\* Deceased

**Mary V. Alexander** Speech  
 B.S., M.A., Missouri State University  
**James L. Allen, Jr.** Economics  
 B.S., University of Notre Dame  
 M.B.A., Lehigh University  
**\*Louise Parry Sealock Aldrich** Mathematics  
 B.S., Texas Woman's University  
**\*Darrell Allen** Welding Technology  
**\*Patricia F. Axmann** Business, Office Education  
 B.B.A., Texas A&I University  
 M.S.E., University of Central Arkansas  
 Ph.D., University of Houston

<b>John H. Doerr</b> B.S., M.A., Southwest Texas State University	Chemistry	<b>*Linda Kalmus</b> Theresa Ann Kendall B.A., University of Texas M.A., Sam Houston State University	Cosmetology Sociology
<b>*Wilbur M. Dowd</b> B.S., M.A., Sam Houston State University	Mathematics	<b>Allen Kenroy</b> Director of Continuing Education A.A.S., Community College of the Air Force B.S., University of Tampa B.S.B.A., University of State of New York M.Ed., Southwest Texas State University	
<b>James Donald Fanning</b> B.S., M.A., West Texas State University	Economics	<b>*Margaret M. Killin</b> Business, Office Administration B.A., Texas Tech University M.S., Oklahoma State University	
<b>Mary Ann Frazier</b> B.A., M.Ed., University of Texas Ed.D., University of Houston	Dean of Student Services	<b>Mary Evelyn King</b> Health Information Technology Registered Health Information Technology B.S., Incarnate Word College M.S., Texas Woman's University	
<b>*H.O. Galloway</b> B.S., Texas A&I University M.Ed., Texas A&M University	Agriculture	<b>Franklin L. Kocian</b> Business, Office Administration B.S., Southwest Texas State University M.Ed., University of Houston	
<b>Gary W. Gensler</b> B.S., University of Houston	Engineering Design	<b>*Ruth R. Lemming</b> Speech B.A., B.E., University of Mary Hardin Baylor M.A., Northwestern University	
<b>Freddie C. George</b> B.S., Texas A&M University	Manager, Soil Testing Laboratory Agriculture	<b>Lee H. Lemson</b> Music B.A., M.A., San Diego State University M.S.M., Southern Methodist University	
<b>*Willodeene Gladden</b> B.A., Ouachita Baptist University M.Ed., Henderson State College	Physical Education	<b>Lillian Lockley</b> Counselor B.S., M.Ed., University of Houston-Victoria	
<b>Ann G. Glass</b> A.D.S.N., Victoria College B.S.N., M.S.N., Corpus Christi State University M.Ed., University of Houston	Associate Degree Nursing	<b>*Jerry L. Long</b> Drama & Speech B.A., University of Houston M.A., North Texas State University	
<b>*Dorothy O. Golden</b> B.A., M.A., Texas Tech University	English	<b>Kirby Lowery, Jr.</b> Chemistry Division Chair, Math and Physical Science B.S., Stephen F. Austin State College M.S., Ph.D., Texas A&M University	
<b>*Sybil L. Goldsmith</b> B.A., Baylor University M.A., University of Texas	English	<b>Nelta Maffett</b> Vocational Nursing B.S., M.S., Texas Woman's University	
<b>Frank Lee Graves, Jr.</b> B.A., M.A., University of Texas	Biology	<b>*Alelia Mahavier</b> Data Processing Technology Clifton W. Matthys B.J., M.J., University of Texas	
<b>*Julio C. Guerra</b> Lic. En Leyes, Dr. en Derecho, Universidad de Oriente M.A., West Texas State University	Spanish	<b>*William R. McCallister</b> Government, Business Law, Sociology B.S., M.A., Stephen F. Austin State University J.D., University of Texas	
<b>Ernen M. Haby</b> B.S., M.A., Southwest Texas State University	Director of Admission & Registration	<b>Sue Lane McCulley</b> English B.A., University of Texas M.A., Sam Houston State University Ph.D., University of Houston	
<b>*Leroy M. Hanys</b> B.S., M.Ed., Southwest Texas State University	Drafting Technology	<b>*J.C. McGee</b> English B.A., M.A., Wayne State University	
<b>Anna T. Harrison</b> Bachelier de Sciences Experimentales, Universite de Paris D.D.S., University of Alexandria B.S., M.A., Ph.D., University of Houston	Dental Hygiene	<b>Jeanene Dittman Merka</b> Business, Office Administration B.S., M.Ed., University of Houston	
<b>*Phillip R. Hart</b> B.S., Jacksonville State University M.M.E., Louisiana State University	Music	<b>*Nicholas F. Miller, Jr.</b> B.S., University of Texas M.S., Southwest Texas State University	
<b>*Emily F. Hastings</b> Luther Hospital School of Nursing	Vocational Nursing	<b>*Thomas C. Moore</b> Physics B.S., M.S., Texas A&I University	
<b>Ruben Hernandez</b> A.A.S., Wharton County Junior college	Automotive Technology	<b>John H. Morris</b> History B.A., M.A., University of Arkansas M.L.S., George Peabody College	
<b>Linda Herrera</b> A.A. Wharton County Junior College B.S.N., University of Texas School of Nursing M.S., Texas woman's University	Vocational Nursing	<b>Nelda Ann Muns</b> Government Division Chair, Social and Behavioral Science A.A., Wharton County Junior College B.A.S., M.Ed., Sam Houston State University	
<b>*Jerry C. Hoke</b> B.A., University of Dayton M.A., Indiana University M.L.S., University of Oklahoma	Director of Library Services	<b>Mary Ellen Martin Myer</b> Business, Office Administration Division Chair, Technology and Business B.B.A., M.B.A., Sam Houston State University	
<b>*Ed Hume</b> B.A., M.A., Texas Tech University	Economics	<b>Morna L. Nation</b> Art B.F.A., M.F.A., Texas Christian University	
<b>Manuel A. Jaime</b> B.S., University of Texas M.Ed., Texas A&M University	Engineering & Physics	<b>*Alberta Nelson</b> Physical Education B.S., Southwest Texas State University M.Ed., University of Houston	
<b>Joe Jenkins</b> B.A., Northwestern State University M.Ed., Prairie View A&M University	Counselor		
<b>*C.E. Jopling</b> B.S., University of Texas	Engineering & Physics		
<b>Pat Joyce</b> B.A., University of Houston B.S., University of Texas M.S., Texas A&M University	Senior Counselor, Adult Education & Youth Services		

<b>Charles T. Norton</b>	Business, Office Administration	
Division Chair, Business and Management		
Diploma, Navarro Junior College		
B.S., University of Texas		
M.S., Texas A&I University		
Ed.D., University of Houston		
<b>*Frank E. Norton, Jr.</b>	Psychology	
B.S., University of Texas		
A.M., University of Chicago		
<b>Patsy L. Norton</b>	Director of Library Services	
B.A., Pan American College		
M.L.S., Texas Woman's University		
<b>Caroline Osborne</b>	Senior Citizens Coordinator	
B.S., Valparaiso University		
<b>Dr. Joyce O'Shea</b>	English	
B.A., Catawba College		
M.A., Appalachian State University		
Ph.D., Kent State University		
<b>*Dr. Tyler G. Pate</b>	Sr. Vice President of Instruction	
A.A., Wharton County Junior College		
B.S., Kansas State College, Pittsburgh		
M.Ed., University of Missouri, Columbia		
Ed.D., University of Houston		
<b>Nancy Partlow</b>	Biology	
B.S., M.S., Texas Woman's University		
<b>Joe L. Pennington</b>	Computer Science	
B.A., M.A., Texas A&I University		
<b>*Lola Phillippi</b>	Vocational Nursing	
R.N., Santa Rosa School of Nursing		
<b>*Guy Tom Phillips</b>	Music	
B.F.A., University of Texas		
M.M.Ed., University of Colorado		
<b>*Helen H. Pickett</b>	Vocational Nursing	
RN., Baylor University School of Nursing		
<b>Carolyn Sue Poor</b>	English	
A.A., Westark Junior College		
B.S., M.S.E., University of Central Arkansas		
M.Ed., University of Houston – Victoria		
Ph.D., Oklahoma State University		
<b>Elizabeth Anne Prather</b>	Associate Degree Nursing	
B.S.N., University of Texas at Houston		
M.S., Texas Woman's University		
<b>*Frank C. Prochaska</b>	Economics	
B.S., M.S., East Texas State University		
<b>Sara Pauline Pynes</b>	Business, Office Education	
B.S., M.S., East Texas State University		
<b>*Oscar A. Rasmussen</b>	Mathematics	
B.S., Southwest Texas State University		
M.Ed. University of Houston		
<b>*Thomas J. Risinger</b>	Industrial Arts	
<b>*Ora E. Roades</b>	Dean of University Parallel Programs	
A.A., Victoria College		
B.A., M.A., Ph.D., University of Texas		
<b>Robert Rosebush</b>	History	
B.A., University of Tulsa		
M.A., University of Oklahoma		
<b>*Mary Ann Sandel</b>	English	
B.A., University of Texas		
M.A., Sam Houston State University		
<b>*Mary Lois Sanders</b>	English	
B.A. Southern Methodist University		
M.A., Southwestern University		
<b>Harold W. Shilk</b>	History/Volleyball Coach	
B.A.T., M.A., Sam Houston State University		
<b>Wanda Kellar Sivells</b>	Director of Learning Center	
B.S., North Texas State University		
M.L.S., Texas Woman's University		
<b>*Robert Smethers</b>	Chemistry	
B.S., M.Ed., Central State University		
<b>Joy E. Smith</b>	Home Economics	
B.S., Sam Houston State University		
M.A., Colorado State College of Education		
<b>*Elsie M. Smothers</b>	Art	
B.S., Sam Houston State University		
M.A., Colorado State College of Education		
<b>*Robert F. Smothers</b>	Business	
B.S., Sam Houston State University		
M.A., Colorado State College of Education		
<b>Doug Soderstrom</b>	Psychology	
B.S., Kansas State University, Manhattan		
M.A., Colorado State College		
M.S., Central Missouri State College		
Ph.D., Utah State University		
<b>Horace A. Spell</b>	Assistant to the President for Fiscal Affairs	
B.S., Stephen F. Austin State University		
Th.M., Southwestern Seminary		
<b>Raymond D. Spitzenberger</b>	English	
Division Chair, Communications and Fine Arts		
A.A., Blinn College		
B.S., Sam Houston State University		
M.A., University of Houston		
D.A., University of Michigan		
<b>Wayne Stephens</b>	Process Technology	
A.A.S., Wharton County Junior College		
B.S., Stephen F. Austin State University		
<b>Gerard P. Stewart</b>	Heating, Air Conditioning and Refrigeration	
A.A.S., Alvin Community College		
<b>Kenneth C. Stupka</b>	Engineering Design	
B.S., M.A., Sam Houston State University		
<b>*James H. Thompson</b>	History	
B.A., Ohio State University		
M.A., University of Texas		
<b>Mary Ann Thornton</b>	Physical Education	
B.S.E., Southern State College		
M.S.E., Henderson State College		
<b>H.H. Volz</b>	Geography and History	
A.B., A.M., College of William and Mary		
<b>*Patty Dave Ward</b>	Counselor	
B.S., Stephen F. Austin State University		
M.Ed., University of Houston		
<b>*C.L. Weigel</b>	English	
B.S., University of Central Arkansas		
M.A., University of Texas		
<b>Candace Weiss</b>	Paralegal Studies	
B.A., Southern Methodist University		
J.D., University of Houston		
<b>Ginger White</b>	Vocational Nursing	
A.D.N., Dallas County Community College District		
<b>*C.P. Williams</b>	Psychology	
B.S., M.S., North Texas State University		
Ed.D., University of Houston		
<b>*Melvin T. Wingfield</b>	Agriculture	
B.S.A., M.S., University of Arkansas		
<b>*Mary Lou Wright</b>	Home Economics	
B.S., M.S., North Texas State University		
<b>Robert C. Ziegenhals</b>	Electronics Technology	
B.S. in E.E., Texas A&M University		

**WHARTON COUNTY JUNIOR COLLEGE  
PRESIDENTS**

<b>John M. Hodges</b>	1946-1962
<b>Travis M. McKenzie</b>	1962-1966
<b>Theodore Nicksick, Jr.</b>	1966-1984
<b>Elbert C. Hutchins</b>	1984-1994
<b>Frank Robert Vivalo</b>	1994-2001
<b>Betty McCrohan</b>	2001-present

**WHARTON COUNTY JUNIOR COLLEGE FOUNDERS**

<i>Post-War Planning: Planning Committee (1944-1945)</i>	<i>Wharton County Junior College Committee (1945-1946)</i>
--	--

Sol Alpard	PD. Gertson (Chair)
Jack Bond	A.T. Green
J.B. Damron	F.S. Haines (Vice-Chair)
Julius Gensberg	Alex Harrison
Frank Haines	Ed Holub
Alex Harrison	A.J. Labay
Charles P. McElroy (Chair)	Henry L. Langford ((Treasurer)
Clarence Nash	Charles P. McElroy
T.M. Neal	George C. Mick
John Roten	A.S. Mitchell
C.H. Rugeley	John Roten
Carl Shannon	C.H.Rugeley
Aaron Sharman	A.H. Sharman
W.T. Volding	Harold Stevens (Secretary)
Paul Wadler	W.D. Stovall
Louie f. Worthing	Alfred Thonsgaard
R.D. Wright	

**WHARTON COUNTY JUNIOR COLLEGE  
FIRST BOARD OF TRUSTEES**

Installed April 17, 1946

F.J.L. Blasingame (Chair)	Donald M. Duson (Vice-Chair)
J.R. Peace (Secretary)	Harold Hansen
Richard E. Meek	Lottie N. Mullins
Carl N. Reynolds	



# Index

About the College	1
Academic Calendar	v
Academic Policies	5
Access to Student Records	5
Adding & Dropping Courses	6
Administrative Withdrawal	6
Admission & Registration	13
Advising & Counseling	35
Advisory Committees for Occupational Programs	176
Americans with Disabilities Act	33
<b>Associate of Applied Science Degrees &amp; Certificates</b>	61
Air Conditioning, Heating, Refrigeration and Electrical Technology	62
Automotive Technology	62
Child Development Associate	64
Computer Science: CISCO Router Networking	65
Computer Science: Computer Programming	65
Computer Science: Computer Simulation & Game Development	66
Computer Science: Digital Media	67
Computer Science: Marketable Skills Achievement Awards	71
Computer Science: Network Administration	69
Computer Science: PC Technical Support	71
Cosmetology	72
Dental Hygiene	73
Early Childhood	77
Early Childhood Marketable Skills Award	76
Electronics Engineering Technology	78
Emergency Medical Technology	79
Engineering Design: Architectural Certificate	81
Engineering Design: Computer Aided Drafting Certificate	81
Engineering Design: AAS Degree	82
Engineering Design: Construction Management	83
Fire Academy	84
Health Information Technology	84
Human Services	86
Law Enforcement	89
Medical Office Specialist	91
Nuclear Power Technology	92
Nursing: Associate Degree	94
Nursing: Certified Nurse Aide Training	98
Nursing: LVN-ADN Transition	99
Nursing: Vocational Nursing Certificate	102
Office Administration Marketable Skills Award	104
Office Administration	105
Paralegal Studies	106
Phlebotomy Technician	106
Physical Therapist Assistant	107
Police Academy	110
Process Technology	111
Radiologic Technology	112
Surgical Technology	116
Welding Technology	118
<b>Associate of Arts Degree</b>	39
Agriculture	44

Art	44
Behavioral Sciences	45
Biology	46
Business Administration	46
Chemistry	47
Computer Science	48
Criminal Justice	48
Drama	49
Engineering	50
English	50
General Studies	51
Geology	52
Kinesiology	52
Mathematics	53
Music	54
Nursing: Pre-Baccalaureate	55
Physics	56
Social Sciences	56
Speech	57
Teaching: Plan B, C	58
Attendance of Classes	6
Audit of Course	6
Bacterial Meningitis Vaccination Requirements	13
Bay City Campus	3
Career & Technical Education Support Services	32
Change of Name or Address	6
Classification of Students	6
CLEP Test	19
Continuing Education and Community Outreach Programs	4
Core Curriculum	39
Core Curriculum Competencies	40
Core Curriculum Table	43
<b>Course Descriptions</b>	119
Accounting	119
Agriculture	119
Air Conditioning, Heating, Refrigeration and Electrical Technology	120
Anthropology	121
Art	121
Automotive Technology	123
Basic Peace Officer	124
Biology	125
Business	125
Chemistry	126
Computer Science	126
Cosmetology	131
Criminal Justice	132
Dental Hygiene	133
Drama	134
Early Childhood Development	135
Economics	137
Education	137
Electronics Engineering Technology	137
Emergency Medical Technician	139
Engineering	140
Engineering Design	141
Engineering Design Construction Management	142
English	142
Fire Science	143
Geography	144
Geology	144
Government	145
Health Information Technology	145
History	146

Human Services	147
Humanities	148
Kinesiology	148
Mathematics	149
Music: Applied	151
Music: Ensemble	152
Music: Lecture	153
Nuclear Power Technology	154
Nursing	156
Office Administration	158
Paralegal Studies	159
Philosophy	160
Physical Therapist Assistant	160
Physics	161
Process Technology	161
Psychology	163
Radiologic Technology	163
Reading	165
Sociology	165
Spanish	166
Speech	166
Surgical Technology	167
Vocational Nursing	168
Welding Technology	169
Course Load	6
Course Numbers	7
Course Numbering & Digital Descriptions	119
Course Offerings	7
Credit by Examination	18
Damages	38
Degrees and Certificates	3
Delinquent Accounts & Records	22
Developmental Education Plan	18
Dormitories	37
Dropping Courses	6
Early Admission for High School Students	16
El Campo & Palacios Extension Centers	3
Final Examinations	7
Financial Aid	22
General Academic Information	3
General Admission Procedures	16
General Education Development (GED)	36
Grading Policy, Grade Reports, GPA	7
Graduation Requirements	8
Grants	25
Hazelwood Act	33
Historical Sketch	1
Honor Societies	34
Hope Scholarship	33
Installment Plan	20
Instructional Divisions	4
Intercollegiate Sports	34
Learning Assistance Centers	36
Libraries	36
Minimum Standard of Work	8
National Technical Honor Society	34
Parking	22
<b>Personnel</b>	<b>171</b>
Administrative Executive Officers	171
Administrative Staff	171
Continuing Education and Instructional Outreach	172
Faculty	172
Faculty & Staff Emeriti	179
Student Services	35
WCJC Founders	182

WCJC Presidents	182
WCJC Board of Trustees	182
Phi Theta Kappa	34
Prerequisites for Courses	7
Proof of Residency	16
Refunds	21
Registration	17
Religious Observances	8
Repetition of Courses	8
Resolution of Transfer Disputes	10
Richmond Campus	3
Room & Board Fees	21
Satisfactory Academic Progress (SAP)	22
Scholarships	25
Scholastic Honors	9
Scholastic Probation	9
Scholastic Suspension	9
Semester Credit Hours	9
Services for Students with Disabilities	12
Sexual Harassment Policy	13
Six Course Drop Limit	11
Statement of Mission	1
Student Conduct & Discipline	12
Student Employment	31
Student Government Association	34
Student Grievances & Complaints	9
Student Health	36
Student Loans	31
Student Organizations	34
Student Responsibility	24
Student Services & Activities	34
Students with Disabilities	36
Sugar Land Campus	3
Table of Contents	lii
Tech Prep Program	20
Testing Information	18
Textbooks & Supplies	22
TSI Exemptions	17
TSI Exam, Placement, Credit Granting	18
Transcripts	9
Transfer of Semester Credit Hours	9
Tuition & Fees	20
Tuition Rebates	33
University Articulation Agreements	3
Veterans' Benefits	32
Vocational Interest Testing	36
Vocational Rehabilitation	32
WCJC Today	2
Wharton Campus	2
Withdrawal from College	12
Workforce Investment Act	32





# Housing Application

Term: Fall \_\_\_ 20\_\_\_ Spring \_\_\_ 20\_\_\_

Name: \_\_\_\_\_  
Last First M I

Home Address \_\_\_\_\_  
Street or P O Box City State Zip

Date of Birth \_\_\_\_\_ Age \_\_\_\_\_ Social Security # \_\_\_\_\_

Student Cell # \_\_\_\_\_ Classification: Freshman  Sophomore

Parents' Name \_\_\_\_\_ Parents' Phone \_\_\_\_\_

Parents' Address (if different from above) \_\_\_\_\_

*Wharton County Junior College seeks to provide equal education opportunities without regard to race, color, religion, national origin, sex, age, handicap, or veteran status.*

Sex: Male  Female

Dorm Preference: Frankie Hall (male dorm)  Mullins Hall (On campus female dorm)   
Brooking Hall (Off campus female dorm)

Roommate Preference (if known) \_\_\_\_\_

College Major: \_\_\_\_\_ Hobbies: \_\_\_\_\_

WCJC Scholarship (if applicable): Art  Band  Baseball  Choir  Drama  Rodeo  Volleyball

**To be valid, this application must be accompanied by a \$200 deposit. To cancel the residence hall reservation and contract, the student must submit a request in writing to the Student Housing Department 15 calendar days before the first day of class. Failure to cancel a reservation as outlined above will result in the forfeiture of the entire room deposit.**

### Bacterial Meningitis Vaccination Requirement

In compliance with HB 4189, a first time student attending an institution of higher education, including a transfer student, who has been approved to reside in an on-campus student housing facility, must provide written documentation of having received the bacterial meningitis vaccination. Evidence of the student having received the vaccination from an appropriate health practitioner must be received by the Office of Student Services – Housing. The student must have received the vaccination at least 10 days prior to the student taking up residence in on-campus housing. A student, or a parent or guardian of a student, is not required to submit evidence of receiving the vaccination against bacterial meningitis under the following circumstances, the student, or a parent or guardian of a student submits one of the following to the institution: 1) an affidavit or a certificate signed by a physician who is duly registered and licensed to practice medicine in the United States, in which it is stated that, in the physician's opinion, the vaccination required would be injurious to the health and well-being of the student; or 2) an affidavit signed by the student stating that the student declines the vaccination for bacterial meningitis for reasons of conscience, including, including a religious belief. A conscientious exemption form from the Texas Department of State Health Services must be used. <https://webds.dshs.state.tx.us/immco/affidavit.shtm>

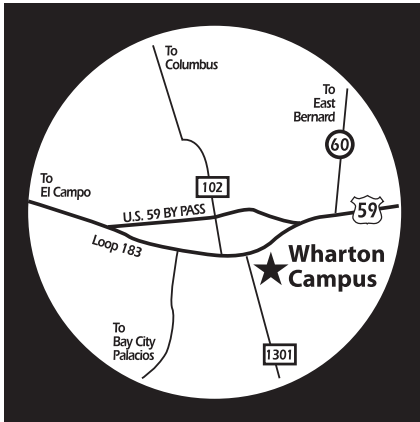
Applicant's Signature \_\_\_\_\_ Date \_\_\_\_\_

Parent/Guardian Signature \_\_\_\_\_ Date \_\_\_\_\_  
(if applicant is under 18 years of age)

**Return to** Student Housing Department  
Wharton County Junior College  
911 Boling Highway  
Wharton, TX 77488  
(979) 532-4560 or (800) 561-9252

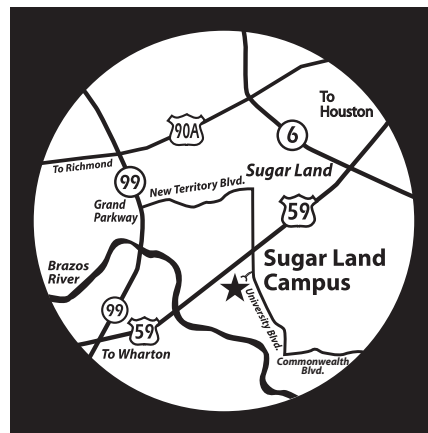


# Wharton County Junior College

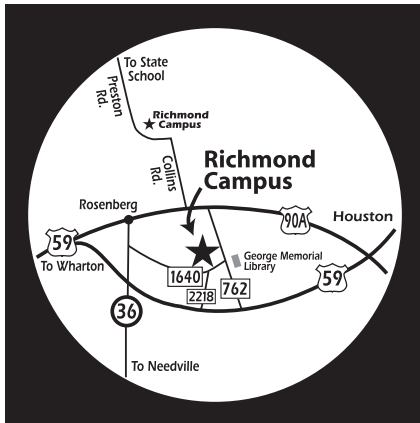


**WHARTON CAMPUS**  
911 Boling Highway  
Wharton, TX 77488-0080  
(979) 532-4560  
or 800-561-WCJC (9252)

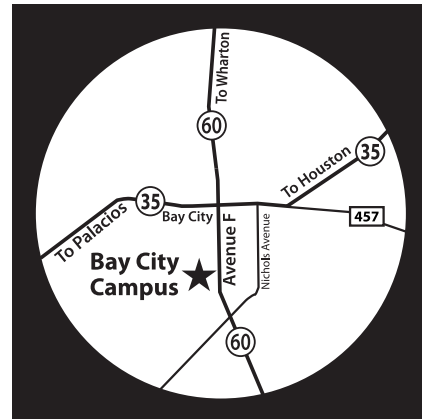
**SUGAR LAND CAMPUS**  
14004 University Blvd.  
Sugar Land, TX 77479  
(281) 243-8447  
or 800-561-WCJC (9252)



**RICHMOND CAMPUS**  
5333 FM 1640  
Richmond, TX 77469  
(281) 239-1500  
or 800-561-WCJC (9252)



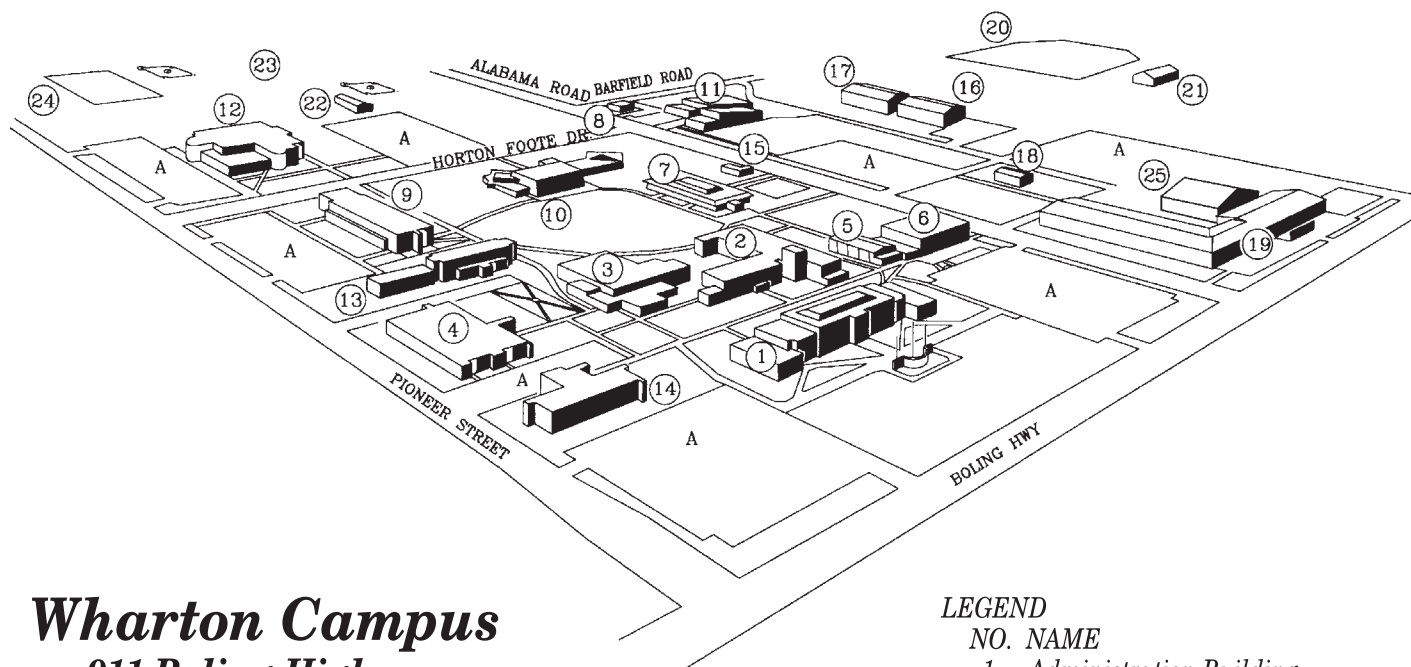
**BAY CITY CAMPUS**  
4000 Avenue F, Ste. B  
Bay City, TX 77414  
(979) 244-4552



**College Extension Centers in  
El Campo and Palacios  
Call 1-800-561-WCJC (9252)  
wcjc.edu**



# Wharton County Junior College



**Wharton Campus**  
911 Boling Highway  
Wharton, TX 77488

## LEGEND

### NO. NAME

1. Administration Building
2. F.J.L. Blasingame Science Building
3. J. M. Hodges Learning Center
4. Hutchins Memorial Center
5. Ty Pate Fitness Center
6. Gymnasium
7. Pioneer Student Center
8. Teachers Credit Union Bldg.
9. J.R. Peace Building
10. Duson-Hansen Building
11. Carl N. Reynolds Bldg.
12. M.G. & Lillie A. Johnson Health Occupations Center
13. Frankie Hall
14. Mullins Hall
15. Distance Education Center
16. Maintenance Shop
17. Storage
18. Greenhouse
19. LaDieu Technology Center
20. Rodeo Arena
21. Horse Stable
22. Baseball Batting Cage
23. Baseball Practice Fields
24. Kelley Tennis Center
25. LaDieu Horticultural Extension Center
- A. Parking



# Wharton County Junior College

911 Boling Highway  
Wharton, TX 77488-0080

Non-Profit Organization  
U.S. Postage  
**PAID**  
Wharton County Junior College

## start smart

 Wharton County Junior College

Campuses:

**WHARTON CAMPUS**  
911 Boling Highway  
Wharton, TX 77488-0080  
(979) 532-4560

**RICHMOND CAMPUS**  
5333 FM 1640  
Richmond, TX 77469  
(281) 239-1500

**SUGAR LAND CAMPUS**  
14004 University Boulevard  
Sugar Land, TX 77479  
(281) 243-8447

**BAY CITY CAMPUS**  
4000 Avenue F, Ste. B  
Bay City, TX 77414  
(979) 244-4552

Extension Centers:

**EL CAMPO  
NORTHSIDE CENTER**  
707 N. Fahrenthold Street  
El Campo, TX 77437

**PALACIOS MARINE  
EDUCATION CENTER**  
100 Marine Center Drive  
Palacios, TX 77465

**Visit our website: [wcjc.edu](http://wcjc.edu)**

like us on Facebook 

**For your convenience, please call**  
**1-800-561-WCJC (9252)**  
Office of Admissions and Registration..... Ext. 6303  
Office of Continuing Education..... Ext. 1511  
Office of Distance Education ..... Ext. 6336  
Office of Financial Aid ..... Ext. 6345  
Office of Student Services ..... Ext. 6388  
Office of Testing ..... Ext. 6386