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### St. Charles Community College Catalog 2014-15



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## Military

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## Student Responsibility for Catalog Information

This catalog is effective beginning April 1, 2014, for the 2014-15 academic year. Each student is responsible for compliance with the information appearing in the catalog. Failure to read the regulations and policies will not be considered an excuse for noncompliance. St. Charles Community College maintains an open-admissions policy providing higher education to all persons who can benefit from its programs and courses.

The college serves students from a variety of educational backgrounds in keeping with its goals of providing quality, low-cost education to residents throughout the area. Once admitted to SCC, you may enroll in any course or program as long as individual course prerequisites are met and space for effective instruction is available.

The college may guide your enrollment based on Academic Skills Assessments, interviews, previous achievement, and other criteria. If you do not meet the standards for admission into college-level courses, you may enroll in developmental courses designed to help you strengthen your skills. These developmental courses may be offered on a credit or non-credit basis. Students applying for the programs with selective admissions criteria may be required to take additional tests for admissions purposes.

Before you register for credit courses, you must be admitted to the college. You may apply for admission anytime during the year.

Getting Started at SCC General Education Requirements Degrees and Certificates Academic Policies Course Descriptions

# **Related Links**

Admissions

- Class Schedule
- Current Students
- Financial Aid and Tuition
- Forms and Applications
- Class Registration Online
- SCC Connection
- Student Handbook

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### **Getting Started at SCC**



## Planning Programs of Study Transfer and Schedule Guides

Students who wish to graduate from SCC and transfer with junior standing should carefully plan a program of study to meet the requirements needed for the major at the transfer institution. Contact the Enrollment Services Department concerning academic advising and the transfer process.

Suggested curriculum guides are available for college programs. These guides indicate how you may complete your course of studies within a particular time frame. There are also **transfer guides** available for many majors at area colleges and universities. See our **transfer pages** for more information.



### What Is the Academic Skills Assessment?

St. Charles Community College expects students to exhibit certain academic skills and competencies before they take college-level courses. The Academic Skills Assessment is a series of basic skills indicators that allow you and your advisor to work together to help you succeed in your courses. There is no "passing" score. Rather, the Academic Skills Assessment scores indicate areas where you are strong, academic areas where you may need help, and which courses to take as a starting point for your educational

career. All of the assessments are untimed. Students use an onscreen calculator during the math assessment.

All assessments are administered during regular Assessment Center hours and do not require an appointment.

Contact Accessibility Services, in advance, at 636-922-8581 if you need special accommodations for the Academic Skills Assessment.

# Full-Time Course Load and Freshman-Sophomore Classification

Students at SCC are classified according to hours enrolled and hours completed. Part-time students earn fewer than 12 hours per semester, while full-time students carry 12 or more. During the summer semester, full-time student status requires 6 or more credit hours (for

## **Related Links**

• Admissions

- Class Schedule
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- Forms and Applications
- Class Registration Online
- SCC Connection
- Student Handbook

2013 Commencement Photo Gallery



academic purposes). Full-time status for financial aid in the summer is 12 or more credit hours.

Course Load	Fall/Spring	Summer
Full time	12 or more hours	6 or more
Part time	11 hours or less	5 or less

A freshman is any student who has completed fewer than 28 credit hours; a sophomore has completed 28 credit hours or more.

Except as indicated below, the maximum number of credit hours for which a student may enroll during the fall or spring is 18. During the summer, the maximum is 10 hours taken concurrently. Any course repeated counts as part of the course load.

It is recommended that the maximum course load for each of the following academic sessions be observed:

#### MAXIMUM COURSE LOAD

Academic Session	Course Load
Summer	10 credit hours
Fall	18 credit hours
Spring	18 credit hours

Repeated courses count as part of the course load.

Students with a superior scholastic record may be permitted to register for more than the recommended maximum providing they meet the following GPA prerequisites:

- 2.75 GPA approved to take 19 hours
- 3.00 GPA approved to take 20 hours
- 3.50 GPA approved to take 21 hours

Students wishing to take more than 21 hours must receive special permission from the Academic Affairs Office.

A veteran, in order to receive maximum assistance under the Veterans Education Law (G.I. Bill), must carry at least 12 hours of credit per semester.

### Sending Transcripts to SCC and Transcript Evaluation

When transferring to SCC from another institution, you must complete the following steps.

- Have official transcripts from EACH institution that you attended sent to the Admissions Office.
- Credits for courses with passing grades may be accepted at the registrar's discretion. • To have the credits taken at other institutions evaluated, submit a **Request for**
- Transfer Evaluation Form to the Admissions Office and declare a degree.
  - Accepted transfer credits will be included in the cumulative hours of credit but will not be calculated in the grade point average.
  - You will receive a transfer evaluation report indicating how the courses were accepted. Please allow two weeks for an evaluation from the time the transcripts are received.
  - Transcripts sent to SCC will not be automatically reviewed unless the student has requested in writing that a review be made.
  - To Appeal Your Evaluation: Send a letter requesting the appeal; documentation (course description and syllabus) supporting your requested change to: Transcript Evaluator ADM 1113 St. Charles Community College 4601 Mid Rivers Mall Drive Cottleville, MO 63376-2865
  - The transcript evaluator will submit your request and documentation to the division dean for review. A decision will be made within 7-10 days. The student may also contact the articulation officer at the sending institution.
  - Missouri's Coordinating Board for Higher Education approved a credit transfer policy that states that any transfer student who believes there has been unfair treatment involving acceptance of college credits may appeal the evaluation.

### Non-Traditional Credit (AP/CLEP)

### Types of Non-Traditional Credit

### CLEP | Advanced Placement | Departmental Exam | Retroactive Credit | Articulation Credits | Military Experience | PEP

Credit granted through one of the non-traditional processes will count towards the total credits earned towards graduation; however, the credit will not be calculated into the cumulative GPA. Colleges or universities to which you may transfer might not accept this credit. Likewise, SCC may or may not accept credit by examination taken elsewhere. Each institution makes its own evaluation of these issues.

### College Level Examination (CLEP)

Evaluates knowledge acquired through sources other than traditional college course work. SCC will grant credit for certain subject CLEP examinations according to departmental guidelines. SCC does not grant credit for general CLEP exams.

COLLEGE LEVEL EXAMINATION (CLEP) REQUIRED SCORES					
Course/Subject Area	Score Required	Hours Granted	SCC Equivalent		
American Government	50	3	POL 101		
American History 1	50	3	HIS 101		
American History 2	50	3	HIS 102		
Management	50	3	BUS 201		
Marketing	50	3	BUS 230		
Psychology	50	3	PSY 101		
Sociology	50	3	SOC 101		
Western Civilization 1	50	3	HIS 145		
Western Civilization 2	50	3	HIS 146		

### Advanced Placement (AP)

Administered through area high schools allows a student to gain college credit through subject area testing.

ADVANCED PLACEMENT REQUIRED SCORES						
Course/Subject Area	Score Required	Hours Granted	SCC Equivalent			
Art History	3, 4 or 5	3	ART 150			
Biology	4 or 5	4	BIO 150			
Calculus AB	3, 4 or 5	5	MAT 180			
Calculus BC	3, 4 or 5	10	MAT 180 & 230			
English Language & Composition	4 or 5	3	ENG 101			
Psychology	3, 4 or 5	3	PSY 101			
U.S. Government & Politics	4 or 5	3	POL 101			
U.S. History	4 or 5	3	HIS 101			

### Departmental Exams

Credit may be granted to a student who has in-depth knowledge of a subject. Discuss with the appropriate department chairperson whether you are prepared to take an exam. The department may refuse to administer the exam based on the evaluation. The fee for the exam must be paid before taking the test. Credits earned by examination will be equated to a specific SCC course and will be designated under the category of "non-course work" on the academic transcript.

### **Retroactive Credit**

If you are able to enroll in a higher level foreign language course, and upon completion of that course with a 75% or better grade receive credit for the lower-level course or courses that were bypassed. Consult with the **department chairperson** for more information. Hours awarded vary.

### Credit Through Articulation Process

SCC has agreed to grant college credit to students completing specified courses as stated in college-approved articulation (transfer) agreements with certain area career/technical programs and high schools. Credits apply ONLY to the Certificate of Achievement and Associate of Applied Science. Examples of courses included ACT-101, BUS-101, or some computer courses. Will be designated under the category of "non-course work" on the academic transcript. Students must present SCC with a completed copy of the articulation agreement at the time of enrollment.

### Articulation Criteria

- Articulated courses have been designed for credit both at your high school and for credit at SCC toward an Associate of Applied Science Degree, NOT for the Associate of Arts (transfer) Degree.
- A grade of "B" or better is required in all high school coursework that is articulated.
- The student must complete the SCC application and request that a high school official transcript be sent to the SCC Enrollment Services Department (ADM 1113).
- When meeting with an SCC academic counselor or registration assistant, students must identify themselves as having articulated credit through their high school.
- Students must present the white copy of the Certificate of Credit to Enrollment Services.
- Students must complete 6 hours of college-level coursework toward an A.A.S. Degree at SCC with a 2.5 or higher GPA before articulation credit will be posted.
- Students must request that the SCC Enrollment Services Department record the Articulated High School Courses to the SCC transcript.
- Should students wish to transfer any of these articulated credits from SCC to another college or university, they should check with an academic counselor at the transfer institution to determine transferability.

#### Military Experience

Experience in the Armed Services may be considered for credit based upon recommendations of the American Council on Education Commission and the students intended major. Submit a military transcript and automatically be awarded 2 credit hours of Physical Education. Contact the Coordinator of Veteran Benefits for information on obtaining a military transcript.

### Proficiency Examination Program (PEP)

American College Testing (ACT) sponsors PEP, which evaluates specific subject area knowledge a student may have acquired through sources of training other than traditional course work. With a score of a 45, you may be granted credit for Anatomy & Physiology 1 & 2 (BIO-240/243 and BIO-241/244) (8 credits) or for Microbiology BIO-245/247 (4 credits).

### Services for Students With Disabilities

Students must contact DSS regarding possible services. The process includes review of documentation and interviews with the student. Academic accommodations are not automatically provided because a person has a specific diagnosis. DSS determines disability status case by case. Accommodations are arranged to ensure access to programs/courses.



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### **General Education Requirements**

Associate of Arts Graduation Requirements

Associate of Arts in Teaching Graduation Requirements

Associate of Applied Science Graduation Requirements

**Certificates of Achievement Graduation Requirements** 

### Associate of Arts Graduation Requirements

### General Education Requirements

General Education studies at St. Charles Community College guide students into a deeper understanding of themselves and of their responsibilities as citizens, and they provide the knowledge and skills on which to build a richer appreciation of their world.

**NOTE:** The courses below meet the general education requirements\* for SCC and the state of Missouri. This sequence of courses is for the students who wish to transfer to a four-year institution and have met their general education requirements. To obtain the Associate of Arts degree from SCC, students must also meet the Institutional Requirements outlined below. See: Associate of Arts Graduation Requirements.

\* Some academic programs may require a specific course within a discipline. See the **Degrees and Certificates section** for details. Check with academic advising for transfer institution-specific requirements.

### SCC Institutional Requirements

- Complete a minimum of 64 credit hours, including 42 credit hours of general education courses adhering to the minimums as listed below.
- Complete 22 credit hours of elective courses as advised by an academic counselor, including one of the following, ART 1105, BAS/CPT 103, CPT 115, EDU 220 or test for competency.
- Complete a minimum of 15 credit hours at SCC.
- Earn a 2.00 cumulative grade point average.

Discipline	Description	Credit Hours	Courses
COMMUNICATIONS	To develop students' effective use of the English language and quantitative and other symbolic systems essential to their success in school and in the world. Students should be able to read and listen critically and to write and speak with thoughtfulness, clarity, coherence, and persuasiveness.	9	ENG 101, 102 SPE 101, HON 100
SOCIAL SCIENCES	To develop students' understanding of themselves and the world around them through study of content and the processes used by historians and social and behavioral scientists to discover, describe, explain, and predict human behavior and social systems. Students must understand the diversities and complexities of the cultural and social world, past and present, and come to an informed sense of self and others. (Students must fulfill the state statute requirements for the United States and Missouri Constitutions.)	9	One Course from Group I: HIS 101, 102, 115, 202, 203, 270 POL 101, 102 One Course from Group II: Any ANT CRJ 140, 175, 280 ECO 100, 110, 120 Any GEO PSY 101 SOC 101, 102

ot Your 6 video			One Additional Course from Group I or II, or: Any HIS Any POL
HUMANITIES	To develop students' understanding of the ways in which humans have addressed their condition through imaginative work in the humanities and fine arts; to deepen their understanding of how that imaginative process is informed and limited by social, cultural, linguistic, and historical circumstances; and to appreciate the world of the creative imagination as a form of knowledge.	9	One Course from Group I: ART 1001 (101), 1500 (150), 1505 (151), 2210 (160), 1200 (170), 2220 (222), 2401, 2501, 2551, 2601, 2701, 2751 ENG 201, 202, 203, 206, 207, 208 MUS 109, 110, 111, 112, 113, 114, 229, 230, 231, 232, 234, 235 THE 122, 123, 124, 229, 230 One Course from Group II: Any LIT Any PHL Any Foreign Language BUS 105/CPT 105 One Additional Course from Group I or II
MULTICULTURAL/ VALUING	To develop students' abilities to understand the moral and ethical values of a diverse society and to understand that many courses of action are guided by value judgments about the way things ought to be. Students should be able to make informed decisions through identifying personal values and the values of others and through understanding how such values develop. They should be able to analyze the ethical implications of choices made on the basis of these values.	3	ANT 102, 103, 151, 161, 171, 201, 202, 220, 224 BUS 105 or CPT 105 BUS 255 CRJ 280 ESL 107, 108 GEO 100, 101, 102, 110 Any GLC Any GLS HIS 145, 146, 160, 201, 202, 203, 240 LIT 200, 207, 271, 272, 273, 275 LIT 241 or SOC 241,242 MUS 111 PHL 201 POL 201, 210, 220, 255 Any Foreign Language SPE 215 or GLC 215
MATHEMATICS	To develop students' understanding of fundamental mathematical concepts and their applications. Students should develop a level of quantitative literacy that would enable them to make decisions and solve problems and which could serve as a basis for continued learning.	3-4	MAT 155 or higher NOTE: A student who does not take MAT 155 or MAT 158 or MAT 162 to meet the Mathematics requirement, may need to take an additional credit hour, e.g. an additional science lab or an hour of GLC course to meet the 42 credit hour general education requirement. Speak with your counselor or advisor.
NATURAL SCIENCE	To develop students' understanding of the principles and laboratory procedures of life and physical sciences and to cultivate their abilities to apply the empirical methods of scientific inquiry. Students should understand how scientific discovery changes theoretical views of the	7	<b>One Course From Group I:</b> <b>BIO</b> 100, 105/106, 110/113, 120/121, 122, 130, 140, 150 or 160

world, informs our imaginations, and shapes human history. Students

	should also understand that science is shaped by historical and social contexts.		CHM 101/103, 110/113 or 115 PHY 105/107, 111/113, 125/127, 130/131, 150/153, 225/227, 240/243 At least one lab must be taken with a corresponding lecture course.
CAPSTONE	To assess acquisition of knowledge and skills.	1	COL 299

Higher-Order Thinking. To develop students' ability to distinguish among opinions, facts, and inferences; to identify underlying or implicit assumptions; to make informed judgments; and to solve problems by applying evaluative standards.

Managing Information. To develop students' abilities to locate, organize, store, retrieve, evaluate, synthesize, and annotate information from print, electronic, and other sources in preparation for solving problems and making informed decisions.

### Associate of Arts in Teaching Graduation Requirements

### **General Education Requirements**

General Education studies at St. Charles Community College guide students into a deeper understanding of themselves and of their responsibilities as citizens, and they provide the knowledge and skills on which to build a richer appreciation of their world.

NOTE: The courses below meet the general education requirements\* for SCC and the state of Missouri. This sequence of courses is for the students who wish to transfer to a 4-year institution and have met their general education requirements. To obtain the Associate of Arts degree from SCC, students must also meet the Institutional Requirements outlined below.

\* Some academic programs may require a specific course within a discipline. Please see the Degrees and Certificates section for details. Check with academic advising for transfer institution-specific requirements.

### SCC Institutional Requirements

- Students must achieve a cumulative GPA of 2.75 which includes all courses transferred to SCC as well as courses taken at SCC (Transfer institutions may require a higher GPA).
- A "C" or better is required in any EDU course. Cumulative Education GPA has to be 3.00.
- Students must achieve a passing score on each section of the new MOGEA.
- o EDU 211, 220, 240, 285, and 290 are required to earn an AAT degree.
- Students must complete a mid-preparation portfolio, which will be done in EDU 290.
- Students enrolled in many EDU classes will be required on the first day of class to request a background check. Students who have been convicted of a felony will not be allowed to observe/participate in P-12 schools and must appeal to the Missouri State Board of Education before completing a Teacher Education program. For more details view the Education Department info.

Discipline	Description	Credit Hours	Courses
COMMUNICATIONS	To develop students' effective use of the English language and quantitative and other symbolic systems essential to their success in school and in the world. Student should be able to read, listen critically as well as write and speak with thoughtfulness, clarity, coherence, and persuasiveness.	9	ENG 101, 102 SPE 101 or SPE 102
SOCIAL SCIENCES			PSY 101 HIS 102* or HIS 146 POL 101* or POL 210 * Students must take either HIS 102 or POL 101 to meet state requirements.
HUMANITIES	To develop students' understanding of the ways in which humans have addressed their condition through imaginative work in the humanities and fine arts; to deepen their understanding of how that imaginative process is informed and limited by social, cultural, linguistic, and historical circumstances; and to appreciate the world	6	LIT 271 LIT 210 or LIT 220

	of the creative imagination as a form of knowledge.		
MULTICULTURAL/ VALUING	To develop students' abilities to understand the moral and ethical values of a diverse society and to understand that many courses of action are guided by value judgments about the way things ought to be. Students should be able to make informed decisions through identifying personal values and the values of others and through understanding how such values develop. They should be able to analyze the ethical implications of choices made on the basis of these values.	3	GEO 100 or ANT 102
MATHEMATICS	To develop students' understanding of fundamental mathematical concepts and their applications. Students should develop a level of quantitative literacy that would enable them to make decisions and solve problems and which could serve as a basis for continued learning.	4	MAT 156 or MAT 162 (for secondary math or science major)
NATURAL SCIENCE	To develop students' understanding of the principles and laboratory procedures of life and physical sciences and to cultivate their abilities to apply the empirical methods of scientific inquiry. Students should understand how scientific discovery changes theoretical views of the world, informs our imaginations, and shapes human history. Students should also understand that science is shaped by historical and social contexts.	11	Choose one option: Option 1: <b>BIO</b> 105 <b>CHM</b> 115 <b>PHY</b> 111 Option 2 (must take two lab courses): <b>BIO</b> 105/106 <b>CHM</b> 101/103 <b>PHY</b> 111/113
CAPSTONE	To assess acquisition of knowledge and skills. Students must pass all areas of MOGEA exam.		Passing Scores: English/Language Arts – 186 Writing – 193 Science – 183 Social Science – 183 Math – 183

**Higher-Order Thinking**. To develop students' ability to distinguish among opinions, facts, and inferences; to identify underlying or implicit assumptions; to make informed judgments; and to solve problems by applying evaluative standards.

**Managing Information**. To develop students' abilities to locate, organize, store, retrieve, evaluate, synthesize, and annotate information from print, electronic and other sources in preparation for solving problems and making informed or GLS.

### Associate of Applied Science Graduation Requirements

### **General Education Requirements**

The courses in the chart below meet the college's general education requirements for the Associate of Applied Science degree. General education studies at St. Charles Community College guide students into a deeper understanding of themselves and of their responsibilities as citizens and provide the knowledge and skills on which to build a richer appreciation of their world. Some career programs will dictate which general education courses to take.

NOTE: Some academic programs may require a specific course within a discipline. Please see the **Degrees and Certificates section** for details.

### SCC Institutional Requirements

- Complete a minimum of 60 credit hours, including 24 credit hours of general education courses adhering to the minimums listed below.
- Complete specific program requirements as listed under each program.
- Complete a minimum of 15 credit hours at SCC.
- Earn a 2.00 cumulative grade point average.

Discipline	Description	Credit	Courses
		Hours	

COMMUNICATION	To develop students' effective use of the English language and quantitative and other symbolic systems essential to their success in school and in the world. Students should be able to read and listen critically and to write and speak with thoughtfulness, clarity, coherence, and persuasiveness.	9	ENG 101 ENG 102, 115 or 125 HON 100 SPE 101
SOCIAL SCIENCE	To develop students' understanding of themselves and the world around them through study of content and the processes used by historians and social and behavioral scientists to discover, describe, explain, and predict human behavior and social systems. Students must understand the diversities and complexities of the cultural and social world, past and present, and come to an informed sense of self and others.	3	HIS 101, 102, 115, 202,203,270 POL 101, 102
MATHEMATICS	To develop students' understanding of fundamental mathematical concepts and their applications. Students should develop a level of quantitative literacy that would enable them to make decisions and solve problems and which could serve as a basis for continued learning.	3	MAT 105 or higher
HUMANITIES	To develop students' understanding of the ways in which humans have addressed their condition through imaginative work in the humanities and arts; to deepen their understanding of how that imaginative process is informed and limited by social, cultural, linguistic, and historical circumstances; and to appreciate the world of the creative imagination as a form of knowledge.	3	Any ART BUS 105 or CPT 105 DAN 196, 197, 198, 199 EDU 125 Any LIT Any MUS Any PHL Any THE Any Foreign Language
NATURAL SCIENCE	To develop students' understanding of the principles and laboratory procedures of life and physical sciences and to cultivate their abilities to apply the empirical methods of scientific inquiry. Students should understand how scientific discovery changes theoretical views of the world, informs our imaginations, and shapes human history. Students should also understand that science is shaped by historical and social contexts.	3	Any <b>BIO</b> Any <b>CHM</b> Any <b>PHY</b>
ELECTIVE		3	Any ANT Any ART Any BIO Any CHM CPT/BAS 103, CPT 115, or EDU 125,220 Any ECO Any ECO Any ENG Any GEO Any HIS Any GEO Any HIS Any HIS Any MUS Any PHE Any PHE Any PHL Any PHY Any POL Any SOC Any SPE Any THE

## **Certificates of Achievement Graduation Requirements**

### **General Education Requirements**

Using the chart below, complete a minimum of 30 credit hours, including 12 credit hours of general education courses:

• one course from each group

NOTE: Some academic programs may require a specific course within a discipline. Please see the **Degrees and Certificates section** for details.

### SCC Institutional Requirements

- Complete specific program requirements as listed under each program.
- Complete a minimum of 15 credit hours at SCC.
- Earn a 2.00 cumulative grade point average.

Note: Travel courses may not be used to fulfill general education requirements.

Discipline	Description	Credit Hours	Courses
COMMUNICATION	To develop students' effective use of the English language and quantitative and other symbolic systems essential to their success in school and in the world. Students should be able to read and listen critically and to write and speak with thoughtfulness, clarity, coherence, and persuasiveness.	3	ENG 101, 102, 115, 125 or SPE 101
SOCIAL SCIENCE	To develop students' understanding of themselves and the world around them through study of content and the processes used by historians and social and behavioral scientists to discover, describe, explain, and predict human behavior and social systems. Students must understand the diversities and complexities of the cultural and social world, past and present, and come to an informed sense of self and others.	3	HIS 101, 102, 115, 270 POL 101, 102
MATHEMATICS	To develop students' understanding of fundamental mathematical concepts and their applications. Students should develop a level of quantitative literacy that would enable them to make decisions and solve problems and which could serve as a basis for continued learning.	3	MAT 098 or higher
ELECTIVE		3	Any ANT Any ART BAS 103 Any BIO CPT 103, 115 Any CHM Any ECO EDU 220 Any ENG Any Foreign Language Any GEO Any HIS Any LIT Any MAT Any MUS Any PHE Any PHL Any PHL Any POL Any PSY Any SOC Any SPE Any THE

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## Associate of Arts Degrees – 2014-15

### Graduation Requirements

Art

• Art/Graphic Design Transfer Program Schedule Guide

### **Business Administration**

• Business Transfer Program Schedule Guide

### Communications

• Communication Transfer Program Schedule Guide

### **Computer Science**

• Computer Science Transfer Program Schedule Guide

### **Criminal Justice**

• Criminal Justice Transfer Program Schedule Guide

### Economics

• Economics Transfer Program Schedule Guide

### English/Literature

• English Transfer Program Schedule Guide

### Foreign Language

• Foreign Language Transfer Program (French, German, Spanish) Schedule Guide

### Geography

• Geography Transfer Program Schedule Guide

### History

• History Transfer Program Schedule Guide

### Liberal Arts

• Liberal Arts/Undecided Transfer Program Schedule Guide

### Mathematics

• Mathematics Transfer Program Schedule Guide

### Music

• <u>Music (Voice, Piano, or Instrumental) Transfer Program</u> <u>Schedule Guide</u>

### **Political Science**

• Political Science Transfer Program Schedule Guide

### Pre-Health

• <u>Pre-Health Professions Transfer Program (Medical.</u> <u>Dental, Optometry, Veterinary) Schedule Guide</u>

### Psychology

• Psychology/Sociology Transfer Program Schedule

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### <u>Guide</u>

Social Work

• Social Work Transfer Program Schedule Guide

### Sociology

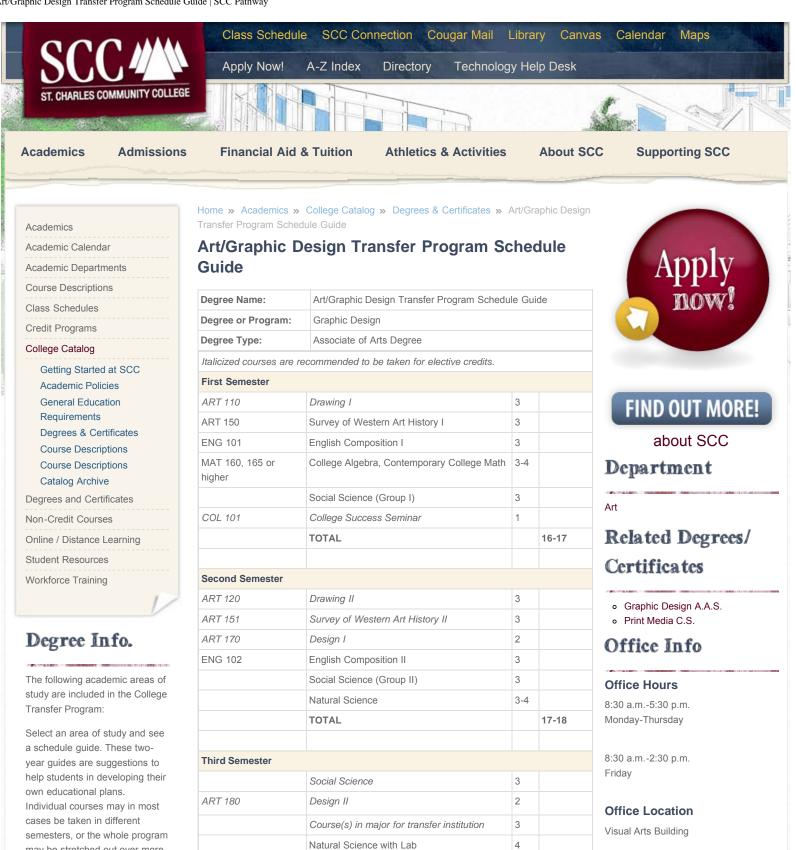
- Psychology/Sociology Transfer Program Schedule
- Guide

  Social Work Transfer Program Schedule Guide

Theater/Film

• Theater Transfer Program Schedule Guide

Art/Graphic Design Transfer Program Schedule Guide | SCC Pathway



Humanities (Group II)

Figure Drawing

Multicultural/Valuing

Oral Communications

TOTAL

Office Phone Number 636-922-8556

3-4

3

3

3

15-16

https://www.stchas.edu/degrees-certificates/Art-Graphic-Design-Transfer-Program-Schedule-Guide[4/7/2015 7:59:51 AM]

SPE 101

**Fourth Semester** ART 210

may be stretched out over more

Graduation Requirements

than four semesters.

### Art/Graphic Design Transfer Program Schedule Guide | SCC Pathway

	Course(s) in major for transfer institution	3	
	Computer Science	3	
COL 299	Sophomore Portfolio Assessment	1	
	TOTAL		16
Total Hours Req	uired For Graduation		64
For more informati	ion call 636-922-8241		

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## Degree Info.

The following academic areas of study are included in the College Transfer Program:

Select an area of study and see a schedule guide. These twoyear guides are suggestions to help students in developing their own educational plans. Individual courses may in most cases be taken in different semesters, or the whole program may be stretched out over more than four semesters.

• Graduation Requirements

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### Business Transfer Program Schedule Guide



### What Is Business Administration – Transfer Program A.A.?

This transfer program provides students with a basic knowledge of business administration and prepares individuals to continue their education at a four-year university. Business administration students choose an area of focus – accounting, banking and finance, management or marketing. Completion of this degree prepares students to transfer to a four-year university.

### Occupation Overview

Business administration graduates may enter fields ranging from accounting, general business, banking and finance, management and marketing.



## Occupational Outlook

Because of the multitude of careers in this field the outlook is varied. Positions that have a bright outlook include accounting clerks, bank and branch managers, accountants, business service specialists, certified public accountants, chief executives, construction managers, controllers, curriculum and assessment directors, estimators, event/convention planners, financial workers, general operations managers, greenhouse and nursery managers, hospital administrators, import/export customs brokers, instructional coordinators, auditors, loan officers, management consultants, market research analysts, medical records administrators, public relations specialists, purchasing agents and treasurers. These positions are projected to experience rapid increases in employment with large numbers of job openings over the next several years or they are new and emerging occupations in high growth industries.

For most jobs, the outlook for growth is as fast as the average.

# FIND OUT MORE! about SCC Success Story

### Erik Vasquez

"SCC has made the transition from high school to college a lot easier. I have a great opportunity to do something successful with my life."

### Full Story

## Department

**Business Administration - Accounting** 

# Related Degrees/ Certificates

- Accounting C.S.
- Banking/Finance C.S.
- Business Administration A.A.S.
- Business Administration C.A.
- Management C.S.
- Marketing C.S.

## **Program Contact**

Anna Boulware 636-922-8328 aboulware@stchas.edu

Office Coordinator

Learn more from SCC Career Services

Business Administration -

insurance agent, job development

### **Transfer Careers**

Graduates with a Bachelor of Science degree (B.S.) in business administration are employed in a broad range of careers including, but not limited to: accountant, actuary, administrator, advertising account manager, advertising agency coordinator, advertising sales promotion manager, analyst, artist agent, athletes business manager, auditor, bank and branch manager, business service specialist, chief executive, chief financial officer, construction manager, county or city auditor, curriculum and assessment director, event/convention planner, financial analyst, financial planner or examiner, fundraiser, general operations manager, hotel manager, human resources management advisor, import/export customs broker, industrial relations specialist or coordinator

specialist, labor relations specialist, loan counselor or officer, lobbyist, management consultant, marketing manager, personal coordinator, personnel recruiter, public relations manager, purchasing manager, retail sales department supervisor or manager, sales representative, securities broker, social and community service manager, sports event planner, storage distribution manager, talent agent and treasurer.

### Salary Outlook

In the state of Missouri, business and financial occupations employees earn an average of \$63,090 per year. Source: **Bureau of Labor Statistics** 

According to the U.S. Department of Labor, earnings increase significantly as a worker's degree of education rises. Ginny Tiller 636-922-8334 gtiller@stchas.edu

## **Office Info**

### **Office Hours**

Monday-Friday 7:30 a.m.-4 p.m.

### **Office Location**

Technology Building, Room 205

Office Phone Number

636-922-8419

Degree Name:		Business Transfer Program Suggested Schedule Guide				
Degree or Prog	gram:	Business Administration				
Degree Type:		Associate of Arts Degree				
Accounting, F	inance ar	nd Banking, Management, Marketing)				
Italicized cours	es are rec	commended to be taken for elective credits.				
First Semester	r					
ENG 101	Englis	h Composition I	3			
MAT 158	Colleg	e Algebra - General Education	4			
	Natura	al Science	3-4			
	Huma	nities (Group I)	3			
	Social	Science (Group I)	3			
COL 101	Colleg	e Success Seminar	1			
	ΤΟΤΑ	L		17-18		
Second Semes	ster					
ENG 102	Englis	h Composition II	3			
MAT 175	Introd	uctory Statistics*	3			
ECO 110	Princi	oles of Macroeconomics	3			
	Huma	nities (Group II)	3			
	Lab S	cience Course	4			
	ΤΟΤΑ	L		16		
Third Semeste	r					
ECO 120	Princi	oles of Microeconomics	3			
	Cours	e(s) in major for transfer institution+	3-4			
ACT 110	Finan	cial Accounting I	4			
	Multic	ultural/Valuing	3			
CPT 103 <b>OR</b>	Microo	computer Applications OR				
CPT 115	Intro to	o Data Processing+	3			
	ΤΟΤΑ	L		16-17		
Fourth Semest	ter					
	Cours	e(s) in major for transfer institution+	3			
	Huma	nities (PHL 160 recommended)	3			

#### Business Transfer Program Schedule Guide | SCC Pathway

Total Hours Required for Graduation			64
	TOTAL		16
COL 299	Sophomore Portfolio Assessment	1	
	Social Science (Group II)	3	
ACT 130	Managerial Accounting+	3	
SPE 101	Oral Communication	3	

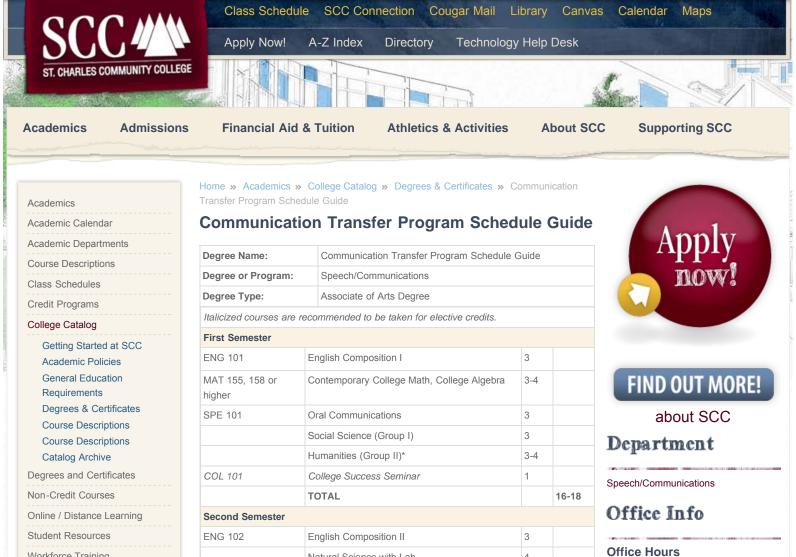
+Please note that all business majors should prioritize taking the Accounting and Economics sequences since those courses are the most commonly transferable business courses. Business, math and computer requirements vary widely at different institutions. **Be sure to check transferability to your specific transfer school before choosing business, math and computer courses.** Common business elective courses: BUS 101, BUS 246, BUS 201, BUS 230 and MAT 210.

For more information, call 636-922-8241.



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Communication Transfer Program Schedule Guide | SCC Pathway



Workforce	Training

The following academic areas of study are included in the College Transfer Program:

Select an area of study and see a schedule guide. These twoyear guides are suggestions to help students in developing their own educational plans. Individual courses may in most cases be taken in different semesters, or the whole program may be stretched out over more than four semesters.

• Graduation Requirements

Degree Name:		Communication Transfer Program Schedule	Guide			
Degree or Program:		Speech/Communications				
Degree Type:		Associate of Arts Degree				
Italicized courses	are reco	mmended to be taken for elective credits.				
First Semester						
ENG 101	Er	nglish Composition I	3			
MAT 155, 158 or higher	Co	ontemporary College Math, College Algebra	3-4			
SPE 101	0	ral Communications	3			
	So	ocial Science (Group I)	3			
	H	umanities (Group II)*	3-4			
COL 101	C	ollege Success Seminar	1			
	т	DTAL		16-18		
Second Semest	er					
ENG 102	Er	nglish Composition II	3			
	Na	atural Science with Lab	4			
COM 102	In	troduction to Mass Communication	3			
SPE 102	Pl	ublic Speaking	3			
	H	umanities *	3-4			
	т	DTAL		16-17		
Third Semester						
SPE 110	In	terpersonal Communication	3			
	C	ourse(s) in major for transfer institution	6			
	So	ocial Science (Group II)	3			
	М	ulticultural/Valuing/Foreign Language*	3-4			
	т	DTAL		15-16		
Fourth Semeste	r					
	So	ocial Science	3			
	C	omputer Science	3			
	C	ourse(s) in major for transfer institution	3			
	Na	atural Science	3-4			
	H	umanities (Group I)	3			
COL 299	So	ophomore Portfolio Assessment	1			
	т	DTAL		16-17		
Total Hours Reg	uired Fo	r Graduation		64		

**Office Location** Humanities Building, Room 203

7:30 a.m.-4 p.m. Friday

7:30 a.m.-6:30 p.m. Monday-Thursday

Office Phone Number

636-922-8556

https://www.stchas.edu/degrees-certificates/Communication-Transfer-Program-Schedule-Guide[4/7/2015 8:00:29 AM]

### Communication Transfer Program Schedule Guide | SCC Pathway

CT -1275 55

\*Many universities require three semesters in one foreign language for a Bachelor of Arts in Communication. The Bachelor of Science (BS) degree does not typically require foreign language. Check with your transfer institution to see which degree best meets your educational and career goals.

For more information call 636-922-8241.



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Computer Science Transfer Program Schedule Guide | SCC Pathway



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# Degree Info.

The following academic areas of study are included in the College Transfer Program:

Select an area of study and see a schedule guide. These twoyear guides are suggestions to help students in developing their own educational plans. Individual courses may in most cases be taken in different semesters, or the whole program may be stretched out over more than four semesters.

• Graduation Requirements

Home » Academics » College Catalog » Degrees & Certificates » Computer Science Transfer Program Schedule Guide

# Computer Science Transfer Program Schedule Guide

Degree Name:	С	computer Science Transfer Program Schedule	Guide	
Degree or Program:	С	computer Science		
Degree Type:	A	ssociate of Arts Degree		
Italicized courses are re	econ	nmended to be taken for elective credits.		
First Semester				
ENG 101		English Composition I	3	
CPT 115		Intro to Data Processing	3	
MAT 180		Calculus & Analytic Geometry I	5	
COL 101		College Success Seminar	1	
		Humanities (Group I)	3	
		TOTAL		15
Second Semester				
ENG 102		English Composition II	3	
		Humanities (Group II)	3	
		Multicultural/Valuing	3	
MAT 230		Calculus & Analytical Geometry II	5	
		Social Science (Group I)	3	
		TOTAL		17
Third Semester				
		Lab Science Course	4	
SPE 101		Oral Communications	3	
MAT 240		Calculus & Analytical Geometry III	5	
		Course(s) in major for transfer institution	3	
		Social Science (Group II)	3	
		TOTAL		18
Fourth Semester				
MAT 242		Intro to Linear Algebra	3	
		Course(s) in major for transfer institution	3	
		Natural Science Course	3-4	
		Humanities Course	3	
		Social Science Course	3	
COL 299		Sophomore Portfolio Assessment	1	



# FIND OUT MORE!

### about SCC

## Department

Computer Science – Multimedia and Web Design

# Related Degrees/ Certificates

- Computer Programming A.A.S.
- Computer Security C.S.
- Cyber Security A.A.S.
- Data Management C.A.
- Database Management A.A.S.
- Management Information Systems A.A.S.
- Multimedia and Web Design A.A.S.
- Multimedia C.A.
- Multimedia C.S.
- Network Security A.A.S.
- Networking A.A.S.
- Networking C.A.
- Programming Languages C.A.
- Web Design C.A.
- Web Development C.S.

### Program Contact

Jane O'Donnell 636-922-8594 jodonnell@stchas.edu

**Office Coordinator** 

### Computer Science Transfer Program Schedule Guide | SCC Pathway

Total Hours Required For Graduation       64       Office In         There are two Pathways for Computer Science to choose from, career or professional.       0       0         1. One leads to the Associate of Arts degree that can be transferred toward an advanced degree at a four-year institution.       0       0         2. The other path leads to an Associate of Applied Science degree that is not meant for       0       0       0	rs
1. One leads to the Associate of Arts degree that can be transferred toward an advanced degree at a four-year institution.     Computer Science to choose from, career or professional.     7:30 a.m4 p.m. Monday-Friday Office Locati	
1. One leads to the Associate of Arts degree that can be transferred toward an advanced degree at a four-year institution.       7:30 a.m4 p.m.         Monday-Friday       Office Locati	
advanced degree at a four-year institution. Office Locati	m.
Office Locati	ý
2. The other path leave to an Associate of Applied Science degree that is not medite for	ation
transfer but instead to prepare the student for immediate entry to a career in computer Technology Build	uilding, Room 105
science. See the computer science "career" program options outlined in Associate of Office Phone	ne Number
Applied Science. 636-922-8334	
For more information call 636-922-8241.	

Criminal Justice Transfer Program Schedule Guide | SCC Pathway



## Academics

College Catalog

- Getting Started at SCC Academic Policies General Education Requirements Degrees & Certificates Course Descriptions Course Descriptions Catalog Archive
- Degrees and Certificates Non-Credit Courses Online / Distance Learning Student Resources Workforce Training

# Degree Info.

The following academic areas of study are included in the College Transfer Program:

Select an area of study and see a schedule guide. These twoyear guides are suggestions to help students in developing their own educational plans. Individual courses may in most cases be taken in different semesters, or the whole program may be stretched out over more than four semesters.

• Graduation Requirements

Home » Academics » College Catalog » Degrees & Certificates » Criminal Justice Transfer Program Schedule Guide

# Criminal Justice Transfer Program Schedule Guide



# What Is the Criminal Justice Transfer Program?

This transfer program focuses on the criminal justice system, its organizational components and processes and its legal and public policy contexts. It includes instruction in criminal law and policy, police and correctional systems organization, the administration of justice and the judiciary and public attitudes regarding criminal justice issues.

### Occupation Overview

Criminal Justice graduates may enter fields ranging from protective services, law enforcement and criminology. Occupational Outlook

Because of the multitude of careers in this field, the outlook is varied. Positions that have a bright outlook in the criminal justice field include child support services workers, compliance officers, emergency management specialists and fraud investigators. These positions are projected to experience rapid increases in employment with large numbers of job openings over the next several years or are new and emerging occupations in highgrowth industries.



FIND OUT MORE!

## about SCC Success Story

### Kurt Woodfin

"I don't know where I would be without community college. It's crazy how much of my life jumpstarted because of SCC!"

Full Story

## Department

Criminal Justice

# Related Degrees/ Certificates

• Law Enforcement A.A.S.

• Law Enforcement C.A.

## **Program Contact**

David Van Mierlo 636-922-8253 dvanmierlo@stchas.edu

## Office Coordinator

Margaret O'Dea 636-922-8398 modea@stchas.edu

Learn more from SCC Career Services

### Criminal Justice - Transfer Careers

Graduates with a Bachelor of Science degree (B.S.) in criminal justice are employed in a broad range of careers including, but not limited to: alcohol and

# Salary Outlook

In the state of Missouri, employees working in the criminal justice field earn a mean average of 37,200 per year, depending on education, experience and employer. Source: Bureau of Labor Statistics drug abuse assistance coordinator, antiterrorism intelligence agent, arbitrator, ballistics expert, border patrol agent, child support investigator, child support services worker, computer security specialist, court reporter, criminal investigator, emergency management specialist, fraud investigator, harbor, lake and waterways police, hearing officer, mediator, narcotics investigator, parole officer, police artist, police officer, probation officer and substance abuse counselor.

According to the U.S. Department of Labor, earnings increase significantly as a worker's degree of education rises.

## **Office Info**

### **Office Hours**

7:45 a.m.-4:15 p.m. Monday-Friday

### **Office Location**

Social Sciences Building, Room 1104

#### **Office Phone Number**

636-922-8398

Degree Name:		Criminal Justice Transfer Program Schedule	Guide		
Degree or Program:		Criminal Justice			
Degree Type:		Associate of Arts Degree	Associate of Arts Degree		
Italicized courses	are reco	ommended to be taken for elective credits.			
First Semester					
ENG 101	English	n Composition I	3		
MAT 155, 158, or higher	Contemporary College Math, College Algebra				
	Social	Science (Group I)	3		
	Social	Science (Group II)	3		
CRJ 140	Introdu	iction to Criminal Justice	3		
COL 101	Colleg	e Success Seminar	1		
	ΤΟΤΑΙ	-		16- 17	
Second Semeste	r				
ENG 102	English	English Composition II			
	Multicu	Iltural/Valuing	3		
	Compu	uter Science	3		
	Humar	nities (Group I)	3		
CRJ 205	Juveni	le Justice System	3		
	ΤΟΤΑΙ	-		15	
Third Semester					
	Natura	I Science	3-4		
	Humar	nities (Group II)	3		
	Course	e(s) in major for transfer institution	3		
CRJ 202	Correc	3			
	Humar	nities	3		
	ΤΟΤΑΙ	-		15- 16	
Fourth Semester					
	Natura	I Science With Lab	3-4		
SPE 101	Oral C	3			
	Social	Science (Group I or II)	3		
CRJ 265	Interns	hip or transferable elective*	3		
CRJ 201	Crimin	al Justice: Politics and Policy	3		
COL 299	Sopho	more Portfolio Assessment	1		
	ΤΟΤΑΙ	-		16- 17	
Total Hours Requ	ired Fo	or Graduation		64	

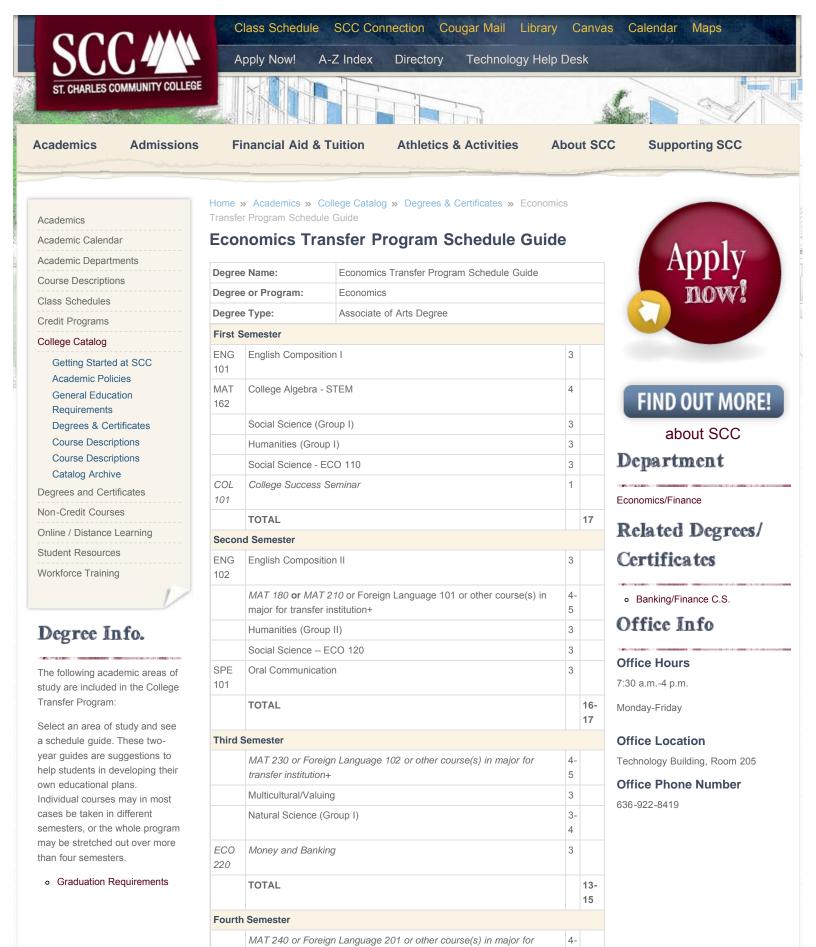
\*See Dave VanMierlo, Criminal Justice Department Chair, for details on arranging an internship.

For more information call 636-922-8241.



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Economics Transfer Program Schedule Guide | SCC Pathway



5 3

transfer institution+

Humanities

#### Economics Transfer Program Schedule Guide | SCC Pathway

	Natural Science (Group II)	3- 4	
	Computer Science Requirement	3	
COL 299	Sophomore Portfolio Assessment	1	
	TOTAL		14- 16
Total Hours Required for Graduation			64

+Most universities require three semesters in one foreign language for a Bachelor of Arts Degree. MAT 210 is recommended for students earning a Bachelor of Science Degree. In addition, the calculus sequence is recommended for students planning to continue on to graduate school.

For more information call 636-922-8241.



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English Transfer Program Schedule Guide | SCC Pathway



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Workforce Training

# Degree Info.

The following academic areas of study are included in the College Transfer Program:

Select an area of study and see a schedule guide. These twoyear guides are suggestions to help students in developing their own educational plans. Individual courses may in most cases be taken in different semesters, or the whole program may be stretched out over more than four semesters.

• Graduation Requirements

Home » Academics » College Catalog » Degrees & Certificates » English Transfer Program Schedule Guide

## English Transfer Program Schedule Guide

Degree Name:		English Transfer Program Schedule Guide			
Degree or Program:		English/Literature			
Degree Type:		Associate of Arts Degree			
Italicized courses are rec	omm	nended to be taken for elective credits.			
First Semester					
ENG 101	Eng	lish Composition I	3		
MAT 155, 158 or higher	Cor	ntemporary College Math, College Algebra	3-4		
	Hur	nanities/Foreign Language *	3-4		
	Soc	sial Science (Group I)	3		
COL 101	Col	lege Success Seminar	1		
	Nat	ural Science	3		
	TOTAL				
Second Semester					
ENG 102	Eng	lish Composition II	3		
LIT 250	Sur	vey of English Literature before 1800	3		
	Soc	ial Science	3		
	Hur	nanities/Foreign Language *	3-4		
	Сог	urse(s) in major for transfer institution	3		
	то	TAL			
Third Semester					
	Nat	ural Science and Lab	4		
	Mul	ticultural/Valuing/Foreign Language	3-4		
SPE 101	Ora	I Communication	3		
LIT 210	American Literature from 1629-1865		3		
LIT 260	Sur	vey of English Literature after 1800	3		
	то	TAL			
Fourth Semester					
	Cor	nputer Science	3		
	Soc	ial Science (Group II)	3		
LIT 220	Am	erican Literature from 1865-Present	3		
	Сог	urse(s) in major for transfer institution	3		
	Hur	nanities (Group I)	3		

Sophomore Portfolio Assessment



# FIND OUT MORE! about SCC

Department

English/Literature

16-

18

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16-

17

1

## **Program Contact**

Jacqueline Gray 636-922-8569 jgray@stchas.edu

## Office Coordinator

Shannon Beahan 636-922-8254 sbeahan@stchas.edu

## **Office Info**

### **Office Hours**

8 a.m.-4:30 p.m. Monday-Friday

### **Office Location**

Humanities Building, Room 203

### Office Phone Number

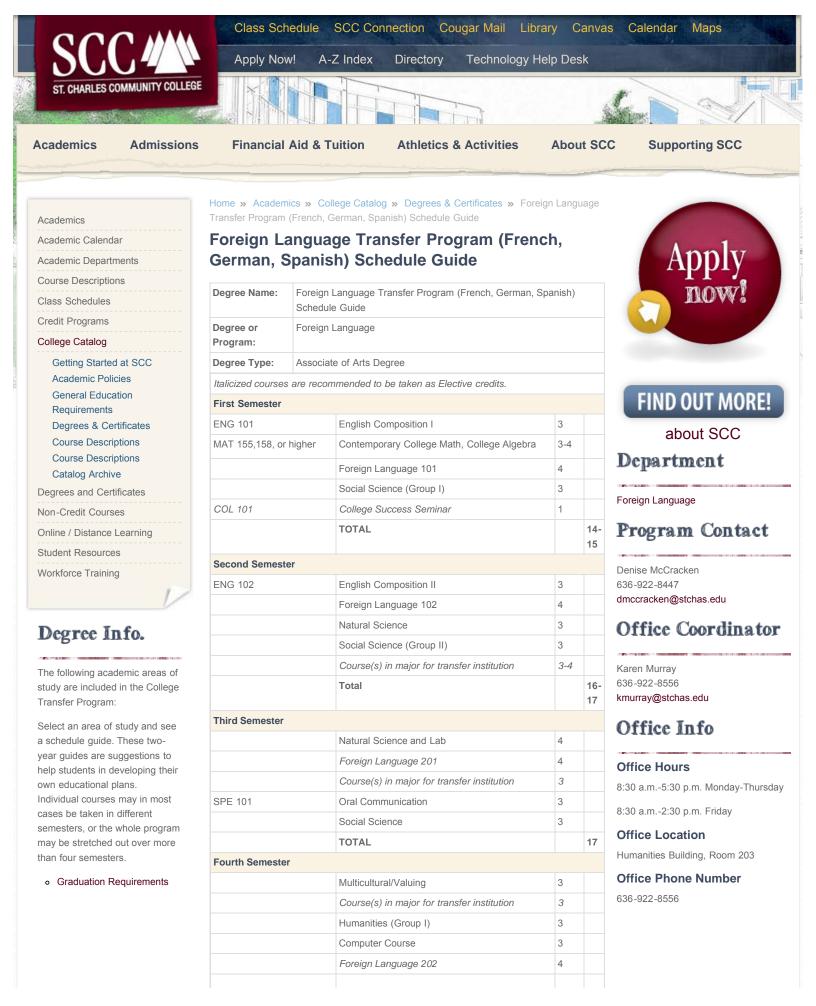
636-922-8254

COL 299

### English Transfer Program Schedule Guide | SCC Pathway

	TOTAL		16		
	Total Hours Required For Graduation		64		
	* Many universities require three semesters in one foreign language for	a Bachelor of	Arts		
	Degree; a Bachelor of Science (BS) degree does not typically require for	reign language	).		
	Check with your transfer institution to see which degree best meets your career goals.	educational a	ind		
	For more information call 636-922-8241.				
Request for	Info FAQs Forms & Applications Map & Directions Employment	t Campus P	olice Site	Map Mission	Privacy Int
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Foreign Language Transfer Program (French, German, Spanish) Schedule Guide | SCC Pathway



### Foreign Language Transfer Program (French, German, Spanish) Schedule Guide | SCC Pathway

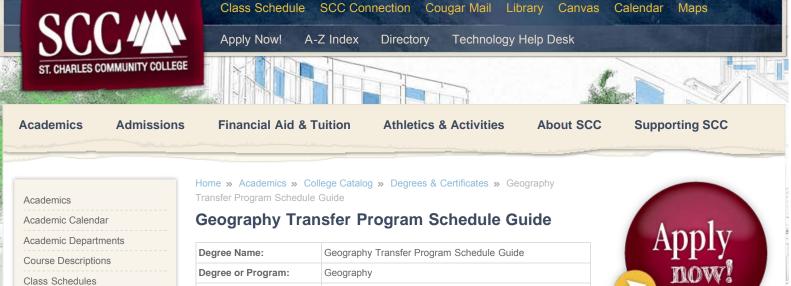
10 - 173 St

COL 299	Sophomore Portfolio Assessment	1	
	TOTAL		17
Total Hours Req	Total Hours Required For Graduation		64
For more informat	ion call 636-922-8241.		



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Geography Transfer Program Schedule Guide | SCC Pathway



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	General Education			
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	Degrees & Certificates			
	Course Descriptions			

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Catalog Archive
egrees and Certificates

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Non-Credit Courses					
Online / Distance Learning					
Student Resources					
Workforce Training					

# Degree Info.

The following academic areas of study are included in the College Transfer Program:

Select an area of study and see a schedule guide. These twoyear guides are suggestions to help students in developing their own educational plans. Individual courses may in most cases be taken in different semesters, or the whole program may be stretched out over more than four semesters.

• Graduation Requirements

Degree Name:	Geography Transfer Program Schedule Guide			
Degree or Program:	Geography			
Degree Type:	Associate of Arts Degree			
Italicized courses are rec	ommended to be taken for elective credits.			
First Semester				
ENG 101	English Composition I	3		
MAT 155, 158, or higher	Contemporary College Math, College Algebra	3-4		
GEO 100	Principles of Geography	3		
	Humanities *	3-4		
	Social Science	3		
COL 101	College Success Seminar	1		
	TOTAL		16-18	
Second Semester				
ENG 102	English Composition II	3		
SPE 101	Oral Communication	3		
	Course(s) in major for transfer institution	3		
	Social Science (Group I)	3		
	Humanities *	3-4		
	TOTAL		15-16	
Third Semester				
GEO 101	Geography: The Eastern World	3		
	Natural Science with Lab	4		
	Multicultural/Valuing*	3-4		
	Course(s) in major for transfer institution	3		
	Computer Science	3		
	TOTAL		16-17	
Fourth Semester				
	Course(s) in major for transfer institution	3		
	Natural Science	3		
GEO 102	Geography: The Western World	3		
	Humanities - Group I	3		
	Social Science	3		
COL 299	Sophomore Portfolio Assessment	1		
	TOTAL		16	
Total Hours Required F	or Graduation		64	



**FIND OUT MORE!** about SCC

Department

Geography

## **Program Contact**

Ellen Wilson 636-922-8531 ewilson@stchas.edu

## Office Info

### **Office Hours**

Monday-Friday 7:45 a.m.-4:15 p.m.

**Office Location** 

Social Sciences Building, Room 1104

**Office Phone Number** 

636-922-8398

CT 1175 55

\* Many universities require 3 semesters in one foreign language for a Bachelor of Arts Degree; a Bachelor of Science (BS) degree does not typically require foreign language. Check with your transfer institution to see which degree best meets your educational and career goals.

For more information call 636-922-8241.



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History Transfer Program Schedule Guide | SCC Pathway



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# Degree Info.

The following academic areas of study are included in the College Transfer Program:

Select an area of study and see a schedule guide. These twoyear guides are suggestions to help students in developing their own educational plans. Individual courses may in most cases be taken in different semesters, or the whole program may be stretched out over more than four semesters.

• Graduation Requirements

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# History Transfer Program Schedule Guide

Degree Name:		History Transfer Program Schedule Guide				
Degree or Program:		History				
Degree Type:		Associate of Arts Degree				
Italicized courses are reco	omm	mended to be taken for elective credits.				
First Semester						
ENG 101	En	glish Composition I	3			
MAT 155, 158, or higher	Со	ntemporary College Math, College Algebra	3-4			
HIS 101		S. History to 1877	3			
	Hu	manities *	3-4			
	Mu	Iticultural/Valuing	3			
COL 101	Со	llege Success Seminar	1			
	то	TOTAL		16-18		
Second Semester						
ENG 102	Eng	glish Composition II	3			
HIS 102	U.S	S. History Since 1877	3			
	Hu	manities (Group I)	3			
	Hu	manities *	3-4			
	Со	urse(s) in major for transfer institution	3			
	то	TAL		15-16		
Third Semester						
	Na	tural Science with Lab	4			
HIS 145	We	estern Civilization Ancient & Medieval	3			
	Ele	ective/Foreign Language *	3-4			
SPE 101	Ora	al Communication	3			
	Со	urse(s) in major for transfer institution	3			
	то	TAL		16-17		
Fourth Semester						
	Na	tural Science	3			
HIS 146	We	estern Civilization Modern Europe	3			
	Со	urse(s) in major for transfer institution	3			
	Со	mputer Science	3			
	Social Science (Group II)		3			
COL 299	So	phomore Portfolio Assessment	1			
	то	TAL		16		
Total Hours Required Fo	or G	raduation		64		



FIND OUT MORE! about SCC Department

-

### History

# **Program Contact**

Debra Crank-Lewis 636-922-8324 dcrank-lewis@stchas.edu

# **Office Coordinator**

Margaret O'Dea 636-922-8398 modea@stchas.edu

# Office Info

### **Office Hours**

7:45 a.m.-4:15 p.m. Monday-Friday

### Office Location

Social Sciences Building, Room 1104

### Office Phone Number

636-922-8398

CT 1175 55

\* Many universities require three semesters in one foreign language for a Bachelor of Arts Degree; a Bachelor of Science (BS) degree does not typically require foreign language. Check with your transfer institution to see which degree best meets your educational and career goals.

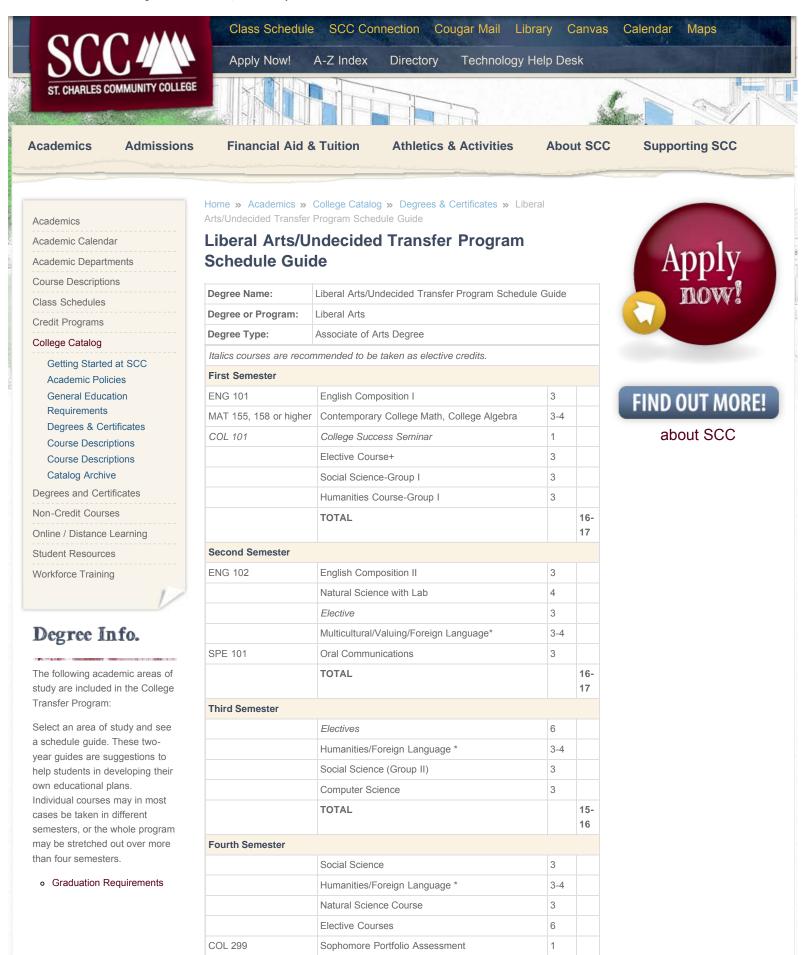
For more information call 636-922-8241.



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Liberal Arts/Undecided Transfer Program Schedule Guide | SCC Pathway



TOTAL

16-17

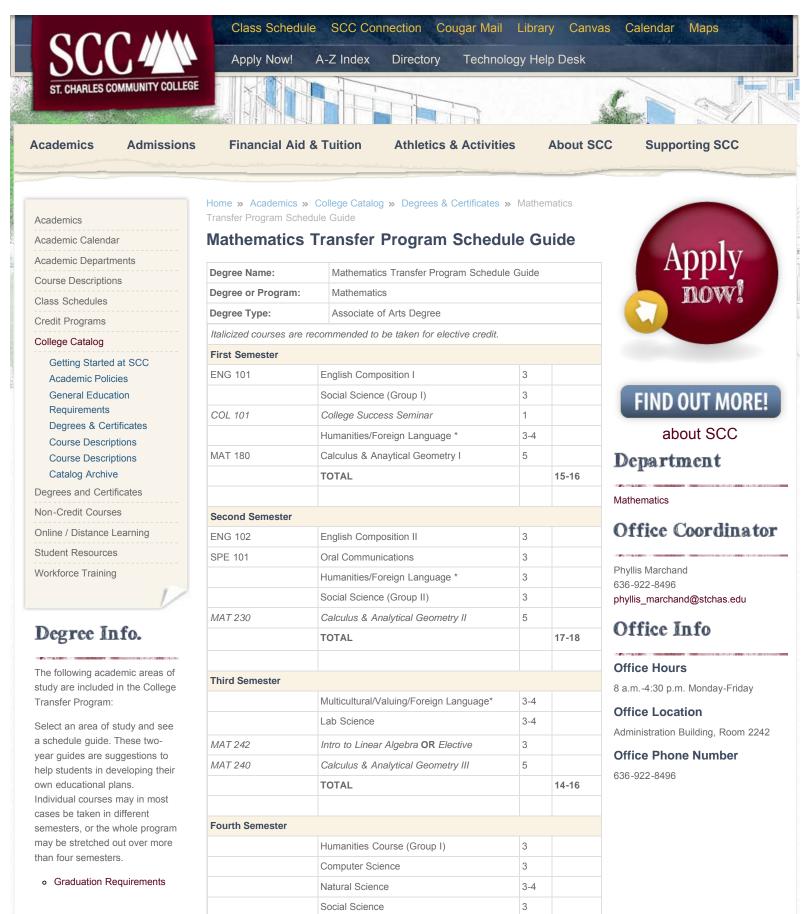
Total Hours Required For Graduation	64
*Most universities require three semesters in one foreign language for a	
Degree. A Bachelor of Science does not typically require foreign langua your transfer institution to see which degree best meets your education	0
UNDECIDED MAJORS – HELP IS AVAILABLE FOR CAREER GUIDA	ANCE! Students
who are undecided about their majors should take the Career Developr	nent course as
soon as possible in order to acquire good decision-making skills in the	career choice
process. Undecided students who choose not to take the career course	may call 636-922
8241/8246 to set up individual appointments for career guidance. Choo	sing your major
early in college allows you to take appropriate courses that will transfer	toward a
Bachelor's Degree.	



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Mathematics Transfer Program Schedule Guide | SCC Pathway



Differential Equations

TOTAL

Sophomore Portfolio Assessment

3

1

16-17

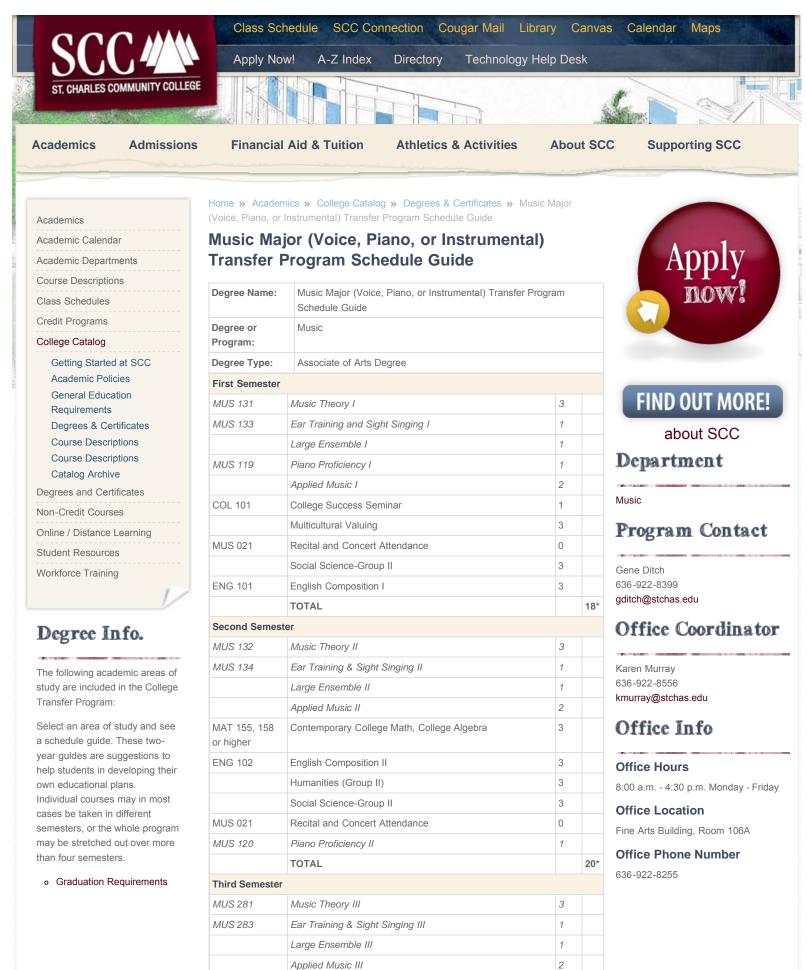
MAT 250

COL 299

*Check with transfer institution for foreign language requirement for mathematics majors. A Bachelor of Arts Degree requires 3 semesters of the <b>same</b> foreign language. A Bachelor of Science does not usually require foreign language. For more information call 636-922-8241.

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Music Major (Voice, Piano, or Instrumental) Transfer Program Schedule Guide | SCC Pathway



#### Music Major (Voice, Piano, or Instrumental) Transfer Program Schedule Guide | SCC Pathway

MUS 231	Music History I	3	
	Computer Science	3	
MUS 021	Recital and Concert Attendance	0	
MUS 219	Piano Proficiency III	1	
	Social Science-Group I	3	
	Natural Science	3	
	TOTAL		20*
Fourth Seme	ster		
MUS 282	Music Theory IV	3	
MUS 284	Ear training & Sight Singing IV	1	
	Large Ensemble IV	1	
	Applied Music IV	2	
MUS 232	Music History II (Humanities Group I)	3	
	Natural Science with lab	4	
MUS 021	Recital and Concert Attendance	0	
MUS 220	Piano Proficiency IV	1	
SPE 101	Oral Communication	3	
COL 299	Sophomore Portfolio Assessment	1	
	TOTAL		19*
Total Hours I	Required For Graduation		64

MUS 225 – Elements of Conducting is also suggested in the fourth semester for transfer students in music. This can be included if students take general education courses in the summer sessions. Conducting is only offered in the spring semester.

Music courses listed are standard courses for music majors in their first two years at a four-year institution.

\*General Education courses may also be taken during the summer semesters to reduce the course load during the regular semesters. Most music courses are not offered during the summer session.

Note: Recommended electives appear in italics.

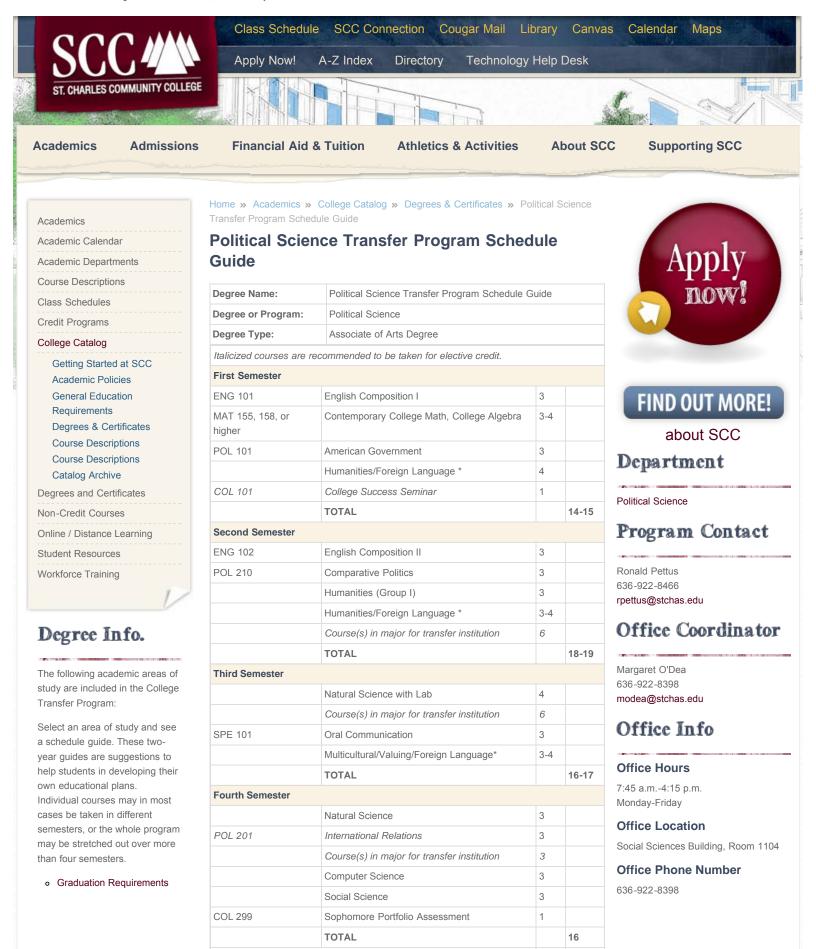
For more information call 636-922-8539.



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Political Science Transfer Program Schedule Guide | SCC Pathway



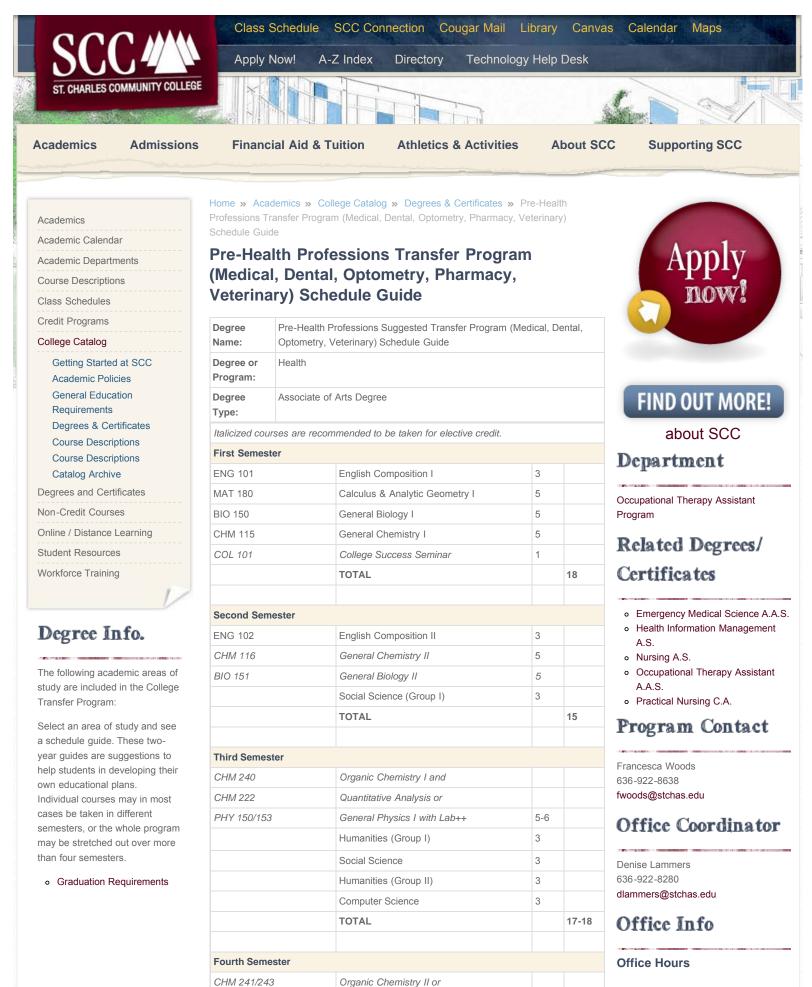
64

**Total Hours Required For Graduation** 



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Pre-Health Professions Transfer Program (Medical, Dental, Optometry, Pharmacy, Veterinary) Schedule Guide | SCC Pathway



#### Pre-Health Professions Transfer Program (Medical, Dental, Optometry, Pharmacy, Veterinary) Schedule Guide | SCC Pathway

Total Hours Required for Graduation		64	
	TOTAL		17-18
COL 299	Sophomore Portfolio Assessment	1	
	Multicultural/Valuing	3	
	Humanities	3	
	Social Science (Group II)	3	
SPE 101	Oral Communications	3	
PHY 151/154	General Physics I with Lab++	4-5	

The student who plans to prepare for one of the areas of pre-health professions needs to contact the school(s) to which he/she plans to apply for admission requirements. Schools vary in their entrance requirements for their programs. The above courses are a general course of study that is common for various health professional schools. A minimum cumulative GPA of 3.0 is advised. Usually, students may major in any field of study, provided they take courses that will also fulfill admission requirements for the professional school. It is wise for students to choose a major field of study that they would want to pursue in the event they do not go to the professional school. Planning for an alterative career is strongly advised as admission to professional schools is highly competitive, highly selective and limited.

++Some professional schools need PHY 240 and 241, College Physics, instead of PHY 150 and 151, General Physics. The Organic Chemistry sequence or Physics sequence should be taken. Whichever sequence is not taken at SCC will need to be taken at the transfer college.

Students who determine their major field of study and transfer institution are in the best position to take appropriate transfer courses at SCC. Generally, courses taken that meet the Associate of Arts Degree requirements are readily accepted by Missouri four-year institutions and meet the general education requirements at many public four-year institutions. However, some four-year institutions are more strict than others in accepting credits. Consequently, students should contact their transfer institution for final determination of transferability. Should you experience difficulty transferring your SCC coursework to another institution, contact the vice president for student services for assistance with an appeal to the receiving institution.

SCC's 42-semester-hour general education block of credit complies with the statewide general education policy. Students who complete this 42-hour block of credit will meet the requirement for the 42-hour block of general education credit for signatory institutions in the state of Missouri. See the CBHE Web

site, http://www.dhe.mo.gov/gectinstitutions.shtml for the list of colleges who will accept the 42-hour block. Courses taken in addition to general education requirements need to be carefully chosen to ensure that each course applies to the baccalaureate graduation requirements for the program of study at the college to which you intend to transfer. It is the transfer student's responsibility to become familiar with the specific major and graduation requirements of the baccalaureate institution to which you intend to transfer.

Students wanting to earn an Associate of Arts Degree are responsible for completing the graduation requirements for the college catalog in effect at the time of their initial enrollment or any subsequent catalog provided the student does not discontinue enrollment for two consecutive semesters (excluding summer) or more. Students who discontinue enrollment for two consecutive semesters or more are required to follow the catalog in effect at the time of their return.

The **italicized** courses are **recommended**, not required, to be taken for the elective hours needed for the degree. Elective courses should be chosen based on the student's major and transfer institution. COL 101 is required for all first time freshmen taking 9 or more hours in Spring or Fall, or 5 or more hours in Summer.

For more information call 636-922-8241.

8:00 a.m.-4:30 p.m. Monday-Friday. Hours may vary during summer – please call to confirm.

#### Office Location

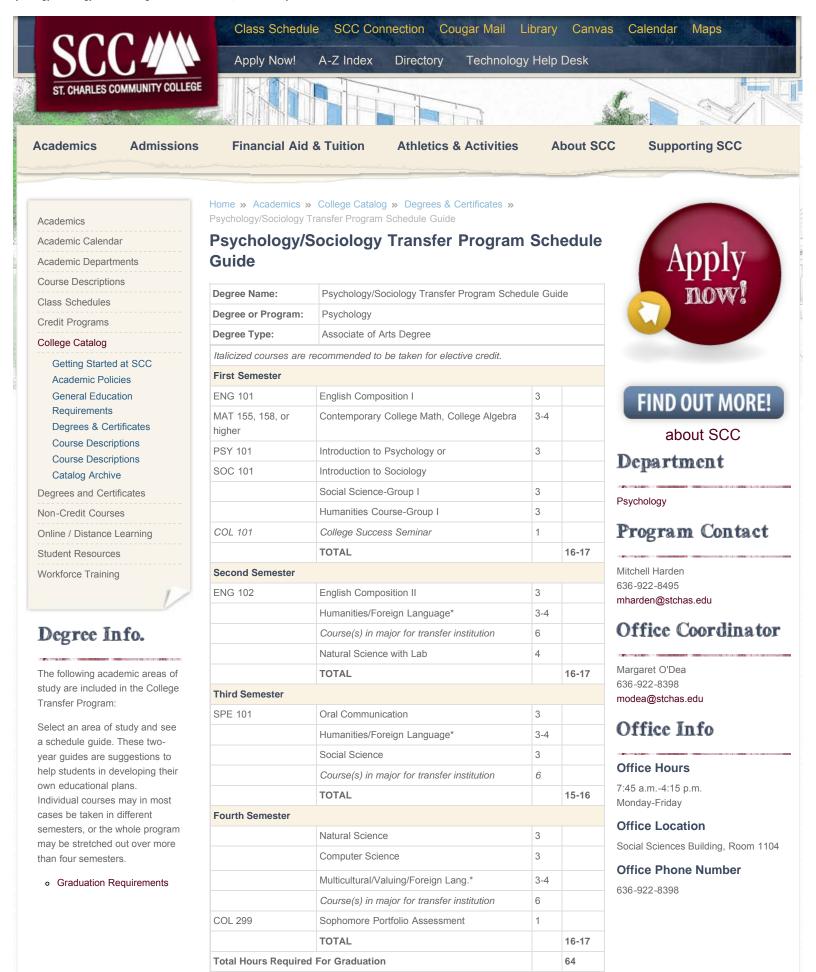
Center for Nursing and Allied Health Sciences, Suite 102

#### **Office Phone Number**

636-922-8280



Psychology/Sociology Transfer Program Schedule Guide | SCC Pathway



#### Psychology/Sociology Transfer Program Schedule Guide | SCC Pathway

CT 1175 55

\*Many universities require three semesters of the same foreign language for a Bachelor of Arts (BA) Degree; a Bachelor of Science (BS) degree does not typically require foreign language. Check with your transfer institution to see which degree best meets your educational and career goals.

For more information call 636-922-8241.



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Social Work Transfer Program Schedule Guide | SCC Pathway



Degree Name:	Social Work Transfer Program Schedule Gu	ide	
Degree or Program:	Social Work		
Degree Type:	Associate of Arts Degree		
Italicized courses are red	commended to be taken for elective credit.		
First Semester			
ENG 101	English Composition I	3	
MAT 155, 158 or higher	Contemporary College Math, College Algebra	3-4	
PSY 101	Introduction to Psychology	3	
SOC 101	Introduction to Sociology	3	
COL 101	College Success Seminar	1	
POL 101	American Government	3	
	TOTAL		16-17
Second Semester			
ENG 102	English Composition II	3	
	Humanities/Foreign Language*	3-4	
ECO 100	Survey Economics <b>OR</b>		
ECO 110	Principles of Macroeconomics	3	
	Computer Science	3	
	Course(s) in major for transfer institution	3	
	TOTAL		15-16
Third Semester			
	Natural Science	3	
	Humanities/Foreign Language*	3-4	
	Social Science Group I	3	
SPE 101	Oral Communication	3	
	Course(s) in major for transfer institution	3	
	TOTAL		15-17
Fourth Semester			
	Natural Science with Lab	3	
	Humanities (Group I)	3	
	Course(s) in major for transfer institution	3	
	Multicultural/Valuing/Foreign Language*	3-4	
	Social Science	3	
COL 299	Sophomore Portfolio Assessment	1	



FIND OUT MORE! about SCC Department

Sociology

# **Program Contact**

Vicky Herbel 636-922-8666 vherbel@stchas.edu

# Office Info

### **Office Hours**

7:45 a.m.-4:15 p.m. Monday-Friday

**Office Location** 

Social Sciences Building, Room 1104

#### Office Phone Number

636-922-8398

16-18

64

Academic Departments Course Descriptions Class Schedules Credit Programs College Catalog Getting Started at SCC Academic Policies General Education Requirements

### Degrees & Certificates Course Descriptions Course Descriptions Catalog Archive

Degrees and Certificates Non-Credit Courses Online / Distance Learning

Student Resources

Workforce Training

# Degree Info.

The following academic areas of study are included in the College Transfer Program:

Select an area of study and see a schedule guide. These twoyear guides are suggestions to help students in developing their own educational plans. Individual courses may in most cases be taken in different semesters, or the whole program may be stretched out over more than four semesters.

• Graduation Requirements

TOTAL

**Total Hours Required For Graduation** 

\*Proficiency in a single foreign language (Courses 101, 102, 201) is recommended, but not required by most graduate social work programs.

+Some schools will accept HMS 100, 101 and 102 (all 3 classes should be taken to transfer as a block).

For more information call 636-922-8241.



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Theater Transfer Program Schedule Guide | SCC Pathway



Academics Academic Calendar Academic Departments Course Descriptions Class Schedules Credit Programs College Catalog

- Getting Started at SCC Academic Policies General Education Requirements Degrees & Certificates Course Descriptions Course Descriptions Catalog Archive Degrees and Certificates
- Non-Credit Courses Online / Distance Learning Student Resources

Workforce Training

# Degree Info.

The following academic areas of study are included in the College Transfer Program:

Select an area of study and see a schedule guide. These twoyear guides are suggestions to help students in developing their own educational plans. Individual courses may in most cases be taken in different semesters, or the whole program may be stretched out over more than four semesters.

• Graduation Requirements

Home » Academics » College Catalog » Degrees & Certificates » Theater Transfer Program Schedule Guide

# Theater Transfer Program Schedule Guide

Degree Name:		Theater Transfer Program Schedule Guide				
Degree or Program:		Theater/Film				
Degree Type:		Associate of Arts Degree				
Italicized courses are reco	omm	nended to be taken for elective credit.				
First Semester						
ENG 101	En	glish Composition I	3			
MAT 155, 158 or higher	Со	ntemporary College Math, College Algebra	3-4			
THE 128	Fu	ndamentals of Acting	3			
	Сс	ourse(s) in major for transfer institution	3			
THE 122	Int	roduction to Theater	3			
COL 101	Сс	llege Success Seminar	1			
	тс	TAL		16-17		
Second Semester						
ENG 102	En	glish Composition II	3			
	Na	tural Science with Lab	4			
SPE 101	Or	al Communication	3			
THE 228	Ac	ting II	3			
	Hu	manities (Group II)/Foreign Language*	3-4			
	тс	TAL		16-17		
Third Semester						
	Hu	manities/Foreign Language*	3-4			
	Сс	ourse(s) in major for transfer institution	6			
	So	cial Science (Group I)	3			
	So	cial Science (Group II)	3			
	тс	TAL		15-16		
Fourth Semester						
	So	cial Science	3			
	Со	mputer Science	3			
	Na	tural Science	3-4			
	Сс	ourse(s) in major for transfer institution	3			
	Μι	Ilticultural/Valuing/Foreign Language*	3-4			
COL 299	So	phomore Portfolio Assessment	1			
	тс	TAL		16-18		
Total Hours Required Fo	or G	raduation		64		



FIND OUT MORE! about SCC Department

Theater

# **Program Contact**

Lonna Wilke 636-922-8420 Iwilke@stchas.edu

# Office Coordinator

Shannon Beahan 636-922-8254 sbeahan@stchas.edu

# **Office Info**

**Office Hours** 

8:00 a.m. - 4:30 p.m.

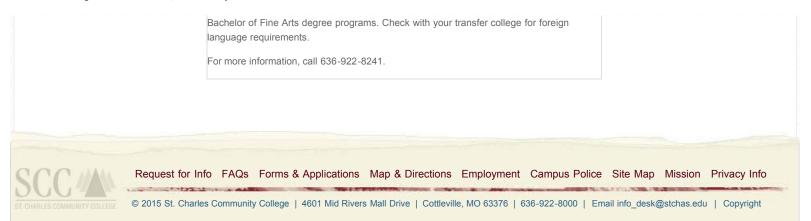
Monday - Friday

Office Location

Fine Arts Building

Office Phone Number 636-922-8255

\*Some universities require three semesters in one foreign language, particularly for





# Associate of Applied Science

# Degrees - 2014-15

Graduation Requirements

Art

• Graphic Design A.A.S.

**Business Administration** 

• Business Administration A.A.S.

**Business Technology** 

• Business Technology A.A.S.

Child Care & Early Education

• Child Care & Early Education A.A.S.

Computer-Aided Drafting

• Computer-Aided Drafting (CAD) A.A.S.

#### **Computer Science**

- Computer Programming A.A.S.
- <u>Cyber Security A.A.S.</u>
- Database Management A.A.S.
- Management Information Systems A.A.S.
- Multimedia and Web Design A.A.S.
- <u>Network Security A.A.S.</u>

• Networking A.A.S.

**Criminal Justice** 

• Law Enforcement A.A.S.

Education

- Child Care & Early Education A.A.S.
- Paraprofessional/Substitute Teacher A.A.S.

**Emergency Medical Science** 

• Emergency Medical Science A.A.S.

General Technology

• General Technology A.A.S.

Graphic Design

• Graphic Design A.A.S.

Health

- Emergency Medical Science A.A.S.
- Occupational Therapy Assistant A.A.S.

Human Service

- General Option A.A.S.
- Gerontology Option A.A.S.
- Substance Abuse Services Option A.A.S.
- <u>Victimology Option A.A.S.</u>
- Youth Services Option A.A.S.

### Multimedia

#### 2/4/2016

• Multimedia and Web Design A.A.S.

- Networking
  - Networking A.A.S.
- Occupational Therapy
  - Occupational Therapy Assistant A.A.S.
- Skilled Trades
  - Skilled Trades A.A.S.

Substance Abuse

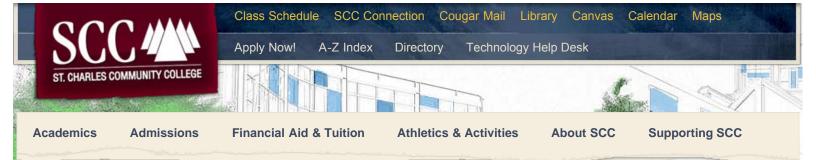
• Substance Abuse Services Option A.A.S.

Victimology

• Victimology A.A.S.

Youth Services

• Youth Services A.A.S.



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Student Resources

Workforce Training

Degree	Info.
--------	-------

The Associate of Applied Science Degree is awarded to students completing the requirements of one of the career-technical programs. Although this is not intended to be a transfer degree, some courses do transfer to four-year institutions.

• Graduation Requirements

 High School Articulation Agreements Home » Academics » College Catalog » Degrees & Certificates » Graphic Design

# Graphic Design A.A.S.

Degree Name:	Graphic Design A.A.S.
Degree or Program:	Graphic Design
Degree Type:	Associate of Applied Science Degree

#### Description:

Combining traditional art fundamentals with cutting-edge technology, the Graphic Design AAS degree consists of comprehensive coursework that prepares students for a variety of jobs, including Web design, video editing, computer animation, print production, and others. These skills can be applied to many jobs including:

- advertising
- promotion
- printing
- broadcast
- the cinema

General Education Requirements

This degree encompasses all current and near-future baseline skills required by graphic employers and includes information and techniques designed to maximize student's employability.

General Luuca	tion Requiremen	15		24
	COURSE NUMBER	COURSE NAME		EDIT URS
Mathematics	MAT 105	Applied Math	3	
Communication	ENG 101 ENG 102 OR ENG 115 OR ENG 125 SPE 101	English Composition I English Composition II OR Technical Writing OR Business Writing Oral Communications	9	
Social Science	HIS 101 OR HIS 102 OR HIS 115 OR HIS 270 OR POL 101 OR POL 102	US History to 1877 OR US History since 1877 OR US History since 1945 OR History of Missouri OR American Government OR State & Local Government	3	
Natural Science	Any BIO, CHM, PHY		3	
Humanities	Any ART BUS 105 or CPT 105 DAN 196, 197, 198, 199 EDU 125 Any LIT Any MUS Any PHL		3	



FIND OUT MORE!

about SCC

Department

Art

24

# Related Degrees/ Certificates

# • Art/Graphic Design Transfer

- Program Schedule Guide
- Print Media C.S.

# Office Info

### **Office Hours**

8:30 a.m.-5:30 p.m. Monday-Thursday

8:30 a.m.-2:30 p.m. Friday

Office Location

Visual Arts Building

**Office Phone Number** 

636-922-8556

FALL SEIVE	JIER			1
Courses	by Semeste	r		
				0/
	Any ART		3	67
ELECTIVE C			0	3
	ART 270	Commercial Illustration I	3	
	ART 260	Printmaking I	3	
	ART 220	Black and White Photography I	3	
	ART 293	Development (capstone embedded)	3	
	ART 292	Graphic Design for the Web Video Production and Protfolio	3	
	ART 291	Digital Imaging	3	
		Page Layout on the Macintosh		
	ART 205		4	
	ART 285	Sculpture I	3	
	ART 190	Macintosh Basics	2	
	ART 180	Design II	2	
	ART 170	Design I	2	
	ART 150	Art History I	3	
	ART 120	Drawing II	3	
	ART 110	Drawing I	3	
	Any MUS Any PHE Any PHL Any POL Any PSY Any SOC Any SPE Any THE			
	Any HIS Any LIT Any MAT			
	Any GEO			
	Any ENG			
	EDU 220 Any ECO			
	CPT 115 OR EDU 125 OR			
	OR			
	Any CHM BTC/CPT 103			
	Any BIO			
	Any ART			
Elective	Any ANT		3	
	Language			
	Any THE Any Foreign			

FALL SEMESTER			13
COURSE NUMBER	COURSE NAME	СН	
ART 110	Drawing I	3	
ART 170	Design I	2	
ART 150	Art History I	3	
ART 190	Macintosh Basics	2	
ENG 101	English Composition I	3	

#### Graphic Design A.A.S. | SCC Degree

SPRING SEMESTER			14
COURSE NUMBER	COURSE NAME	СН	
ART 190	Design II	2	
ART 290	Page Layout on the Macintosh	3	
ENG 115 OR ENG 125	Technical Writing Business Writing	3	
MAT 105	Applied Math	3	
PSY 101 OR SOC 101	Intro to Psychology Intro to Sociology	3	
SUMMER SEMESTER			9
COURSE NUMBER	COURSE NAME	СН	
ART 120	Drawing II	3	
ART 291A	Digital Imaging	3	
Any ART	Art Elective	3	
FALL SEMESTER			15
COURSE NUMBER	COURSE NAME	СН	
HIS or POL		3	
ART 285	Sculpture	3	
ART 270	Commercial Illustration	3	
PHL 160	Ethics	3	
ART 292A	Graphic Design for the Web	3	
SPRING SEMESTER			15
COURSE NUMBER	COURSE NAME	СН	
ART 260	Printmaking I	3	
ART 220	Black and White Photography I	3	
SPE 101	Oral Communications	3	
ART 293	Video Production and Portfolio Development	3	
	Natural Science	3	



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# Degree Info.

The Associate of Applied Science Degree is awarded to students completing the requirements of one of the career-technical programs. Although this is not intended to be a transfer degree, some courses do transfer to four-year institutions.

- Graduation Requirements
- High School Articulation Agreements

# Home » Academics » College Catalog » Degrees & Certificates » Business Administration A.A.S.

# **Business Administration A.A.S.**



### What Is Business Administration A.A.S.?

This associate degree program provides students with a basic knowledge of business administration. Business administration students choose an area of focus – accounting, banking and finance, management or marketing.

Depending on the student's focus, instruction includes management theory, human resources management and behavior, accounting and other quantitative methods, purchasing and logistics, organization and production, marketing and business decision-making.

A.A.S. graduates are prepared to enter the workforce.

### Occupation Overview

Business administration graduates with an A.A.S. degree may enter fields including accounting, general business, banking and finance, management or marketing.

# Occupational Outlook

Because of the multitude of careers in this field, the outlook is varied. Positions that have a bright outlook include accounting clerk, business service specialist, construction manager, estimator, financial worker, management consultant, market research analyst, medical records administrator and purchasing agent. These positions are projected to experience rapid increases in employment with large numbers of job openings over the next several years or are new and emerging occupations in high-growth industries.

For most jobs, the outlook for growth is strong.



# FIND OUT MORE! about SCC

Success Story

### Erik Vasquez

"SCC has made the transition from high school to college a lot easier. I have a great opportunity to do something successful with my life."

### Full Story

# Department

**Business Administration - Accounting** 

# Related Degrees/ Certificates

- Accounting C.S.
- Banking/Finance C.S.
- Business Administration C.A.
- Business Transfer Program
- Suggested Schedule Guide
- Management C.S.
- Marketing C.S.

# **Program Contact**

Anna Boulware 636-922-8328 aboulware@stchas.edu

**Office** Coordinator

Learn more from SCC Career Services

# Business Administration Careers

SCC graduates with an Associate of Applied Science (A.A.S.) degree in

livestock purchasing manager, marina boat charter administrator, medical records administrator, non-retail sales supervisor, office supervisor, property manager, business administration are employed in a broad range of careers including, but not limited to: accounting clerk, benefits manager, budget analyst, camp director, casino manager, catering administrator, compensation specialist, contract administrator, credit analyst, customer service supervisor, employment and placement specialist, employment interviewer, estimator, farm management advisor, finance manager, financial services sales agent, fish hatchery manager, golf course manager, insurance adjuster, insurance claim examiner, purchasing agent, restaurant manager, social service volunteer, title examiner, traffic administrator and transportation supervisor.

# Salary Outlook

In the state of Missouri, employees working in business earn a mean average of \$32,900-63,090 per year, depending on education, experience and employer. Source: Bureau of Labor Statistics

According to the U.S. Department of Labor, earnings increase significantly as a worker's degree of education rises.

Degree Name:	Business Administration A.A.S.
Degree or Program:	Business Administration
Degree Type:	Associate of Applied Science Degree

#### Description:

New jobs in business are being created every day. People with broad-based business training will have many career doors open to them.

SCC's Business Administration programs begins with the basics. There are general education courses in communication, humanities, social sciences, mathematics and science. The college offers basic business courses to develop knowledge and skills in accounting, economics, finance, marketing and management. Advanced courses are also available in each of these concentrations. This extensive business education will broaden horizons, encourage maturity and enable you to handle unique situations as they arise in your career.

Students who enroll in Business Administration programs at St. Charles Community College may complete the first two years of work toward a bachelor's degree at a fouryear college or university. To move into or move up in your career quickly, SCC offers a two-year Associate of Applied Science degree or a one-year Certificate of Achievement.

General Educat	tion Requirements			31
	COURSE NUMBER	COURSE NAME		EDIT JRS
Mathematics	MAT 121***	Intermediate Algebra (or higher)	4	
Communication	ENG 101*** ENG 115 or ENG 125 SPE 101	English Composition I Technical Writing or Business Writing Oral Communication	3 3 3	
Social Science	HIS 101 or 102 or 115 or POL 101 or 102#	US History or American Government	3	
Natural Science	Any BIO, CHM, PHY#		3	
Humanities	BUS 105	Business Ethics	3	
Electives	ECO 110	Principles of Macroeconomics*	3	
	Any 2 from ACT, BUS, ECO, MAT 175, or GEO 120		6	
CORE COURSE	REQUIREMENTS MUST INCLUD	E:		26
	ACT 110* **	Financial Accounting I	4	
	ACT 130	Managerial Accounting I	3	
	BUS 101	Introduction to Business	3	
	BUS 201	Principles of Management	3	
	BUS 220	Principles of Finance	3	

Ginny Tiller 636-922-8334 gtiller@stchas.edu

# Office Info

#### **Office Hours**

Monday-Friday 7:30 a.m.-4 p.m.

#### **Office Location**

Technology Building, Room 205

#### **Office Phone Number**

636-922-8419

	BUS 230	Principles of Marketing	3	
	BUS 298	Business Administration Capstone	1	
	CPT/BTC(BAS) 103 or CPT 115	Microcomputer Applications Intro to Data Processing	3	
	ECO 120	Principles of Microeconomics*	3	
Choose one o	f the following options:			9
Management Option:	BUS 204	Total Quality Operations Management	3	
	BUS 206	Human Resource Management	3	
	BUS 210	Organizational Behavior	3	
Marketing Option:	BUS 232	Advertising/Sales Promotion	3	
	BUS 236	Consumer Behavior	3	
	BUS 238	Personal Selling	3	
Accounting Option:	ACT 115	Computerized Accounting	3	
	ACT 210	Intermediate Accounting	3	
	ACT 240	Individual Income Tax Accounting	3	
Finance Option:	ACT 105	Personal Accounting and Finance	3	
	ECO 220	Money and Banking	3	
	Elective from ACT, BUS, ECO, GEO 120 or MAT 175		3	
TOTAL REQU	RED HOURS			66

\*Has a prerequisite of MAT 098 Beginning Algebra or assessment placement of Intermediate Algebra.

\*\*ACT 110 also has a prerequisite of ACT 101, high school accounting or departmental approval.

\*\*\*The Academic Skills Assessment is required before enrolling in math or English courses. If a student places into lower-level courses than are required for his/her degree, then the student needs to first enroll in such courses before enrolling in the required courses.

#Specific courses required for humanities, natural sciences and social science can be found in the College Catalog under Associate of Applied Science degree graduation requirements.

For more information, call 636-922-8334.

# Courses by Semester

FIRST SEMESTER		16	
COURSE NUMBER	COURSE NAME	СН	
ENG 101	English Composition I***	3	
ACT 110	Financial Accounting I**	4	
BUS 101	Intro to Business	3	
SPE 101	Oral Communication	3	
CPT 103 or CPT 115	Microcomputer Applications or Intro to Data Processing	3	
SECOND SEMESTER			16

#### Business Administration A.A.S. | SCC Degree

COURSE NUMBER	COURSE NAME	СН	
ACT 130	Managerial Accounting	3	
ECO 110	Macroeconomics	3	
MAT 121	Intermediate Algebra or higher***	4	
BUS 201	Principles of Management	3	
BUS 230	Principles of Marketing	3	
THIRD SEMESTER			1
COURSE NUMBER	COURSE NAME	СН	
ENG 115 or ENG 125	Technical Writing or Business Writing	3	
Social Sciences#	HIS 101, or 102, or 115, or POL 101, or 102	3	
Natural Sciences#	Any BIO, or CHM, or PHY	3	
Elective	Any ACT, BUS, MAT 175, GEO 120, or ECO	3	
BUS 220	Principles of Finance	3	
	BUS Program Option (see above)	3	
FOURTH SEMESTER			•
COURSE NUMBER	COURSE NAME	СН	
ECO 120	Principles of Microeconomics	3	
BUS 105	Business Ethics	3	
Elective	Any ACT, BUS, ECO, MAT 175 or GEO 120	3	
	Pick 2 BUS Program Options (see above)	6	1
	<b>.</b>		



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# Degree Info.

The Associate of Applied Science Degree is awarded to students completing the requirements of one of the career-technical programs. Although this is not intended to be a transfer degree, some courses do transfer to four-year institutions.

- Graduation Requirements
- High School Articulation Agreements

Home » Academics » College Catalog » Degrees & Certificates » Business Technology A.A.S.

# **Business Technology A.A.S.**



# What Is BTC

The Business Technology (BTC) program at St. Charles Community College addresses a combination of business and technology skills. The BTC program provides training in all facets of Microsoft Office, desktop publishing, office operations and customer service. Students will also learn to apply skills in time management, personal organization, supervision and administration in the workplace.

Every industry needs professionals who are trained to use today's technology in an office environment. No matter where a student's interest lies, whether it's the medical, legal, music, publishing, agriculture, education or other fields, there is a need for people who are competent using office software, managing projects and dealing with customers, vendors and other employees.

Instructors are committed to assisting students by keeping all course content, equipment and teaching methods current. This ensures better applied learning so students are successful in Business Technology career fields and can be placed in high-paying positions. Courses are offered online, on campus and in a hybrid format.

#### Learn more from SCC Career Services

# BTC Careers

A broad range of careers are possible and

# Occupational Outlook

Because of the diverse careers in this field, the outlook is varied. For most jobs in an office setting, the outlook is for growth from years 2012 to 2021 is between 12 and 16 percent.

Nearly all students who were seeking employment in a related area found jobs within 180 days of graduation.





# FIND OUT MORE! about SCC Success Story

### Theresa Boyd

"I've learned so much at Environmental Management Corporation; it's the best job I've ever had. And I'm here thanks to SCC."

#### Full Story

### Brenda Kearns



"I knew I had discovered both the program and the direction in which I wanted to go."

### Full Story

# Department

Business Technology (BTC)

# Related Degrees/ Certificates

- Computer Applications C.A.
- Customer Service C.A.
- Desktop Publishing C.A.

Salary Outlook Salaries vary greatly in different include, but are not limited to:

Degree Name:

Degree Type:

**Description:** 

Degree or Program:

administrative assistant, assistant director, buyer, developmental coordinator, executive secretary, hotel clerk, human resources assistant, legal secretary, medical secretary, municipal clerk, office manager, program assistant, receptionist, secretary, customer service representative, front desk clerk, receptionist, telephone operator, warranty administrator, clerical assistant and desktop publisher. occupations within this field. The median 2012 salaries were between \$27,000 and 40,000 annually for those working in the field.

#### Sources: Occupational Outlook Handbook

# **Program Contact**

Nancy Graviett 636-922-8390 ngraviett@stchas.edu

# **Office** Coordinator

Ginny Tiller 636-922-8334 gtiller@stchas.edu

# Office Info

#### **Office Hours**

7:30 a.m.-4 p.m. Monday-Friday

#### **Office Location**

Technology Building, Room 105

#### Office Phone Number

636-922-8334

General Educat	tion Requirements			24
	COURSE NUMBER	COURSE NAME	CRE HOU	
Mathematics	MAT 105	Applied Math*	3	
Communication	ENG 101 ENG 102 SPE 101	English Composition I* English Composition II* Oral Communications	3 3 3	
Social Science	HIS 101, or HIS 102, or HIS 115, or HIS 270, or POL 101, or POL 102	US History to 1877 US History since 1877 US History Since 1945 History of Missouri American Government State & Local Government	3	
Natural Science	Any BIO, CHM or PHY		3	
Humanities	CPT 105	Computer Ethics	3	
Elective	BTC/CPT 103	Microcomputer Applications	3	
CORE COURSE	REQUIREMENTS M	UST INCLUDE:		34
	BTC 105	Proofreading & Editing Business Documents	3	
	BTC 130, 131, 132	Customer Service, Telephone Communication Skills, and Time Management (online)	3 (1 hr. ea)	
	BTC 136	Electronic Communication with Stakeholders	2	
	BTC 138	Project Management	1	
	BTC 145	Business Technology Tools	3	
	BTC 150	Managing Info: Outlook	1	
	BTC 160	Word Processing-Word	2	

Business Technology A.A.S.

Associate of Applied Science Degree

**Business Technology** 

Business Technology programs at St. Charles Community College address the full range

of technology and business skills. This degree option provides the training necessary to

work in a variety of business environments including, but not limited to human resources,

office management, desktop publishing, event planning, project management, organizational leadership, and small business ownership. The Business Technology

#### https://www.stchas.edu/degrees-certificates/Business-Technology-AAS[4/7/2015 8:09:10 AM]

	BTC 165	Presentations-PowerPoint	2	
	BTC 170	Spreadsheet Applications-Excel	2	
	BTC 175	Database Applications - Access	2	
	BTC 190	Planning and Design Concepts (Publisher)	2	
	BTC 245	Administrative Procedures	3	
	BTC 247	Administrative Supervision	3	
	BTC 250	Business Simulations	3	
	BTC 290	Publishing Projects (InDesign)	2	
ELECTIVE COU	RSES			6
	ACT 101	Applied Accounting	3	
	Any ANT, ECO, GEO, HIS, PHE, PSY or SOC		3	
TOTAL REQUIR	ED HOURS			64

#### Contact Information: Nancy Graviett ngraviett@stchas.edu 636-922-8390

\* The Academic Skills Assessment is required before enrolling in a Math or English course. If a student places into lower level courses than are required for the degree, then the student must first enroll in the lower level courses before enrolling in the courses required for graduation.

- \*\* Four Week Course
- \*\*\* Eight Week Course
- + Online Course
- ++ Hybrid Course

#### Courses by Semester

FIRST SEMESTER			16
COURSE NUMBER	COURSE NAME	CH	
ENG 101	English Composition I*	3	
BTC 103	Microcomputer Applications	3	
HIS 101 or HIS 102 or HIS 115 or HIS 270 or POL 101 or POL 102	US History to 1877 US History since 1877 US History Since 1945 History of Missouri American Government State & Local Government	3	
BTC 160	Word Processing-MS Word + ***	2	
BTC 165	PowerPoint Presentations ***	2	
CPT 105	Computer Ethics	3	
SECOND SEMESTER	R		17
COURSE NUMBER	COURSE NAME	CH	
MAT 105	Applied Math*	3	
ENG 102	English Composition II*	3	
BTC 136	E-Communication with Stakeholders + ***	2	
BTC 138	Project Management ***	1	
BTC 150	Managing Personal Information - Outlook ***	1	
BTC 170	Spreadsheet Applications: Excel + ***	2	
BTC 175	Database Applications: Access ***	2	
	Any BIO, CHM, or PHY	3	
THIRD SEMESTER			15

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### Business Technology A.A.S. | SCC Degree

COURSE NUMBER	COURSE NAME	СН	
BTC 105	Proofreading and Editing Business Documents + ***	3	
BTC 130	Customer Service + **	1	
BTC 132	Time Management + **	1	
BTC 190	Planning and Design Concepts (Publisher) ***	2	
BTC 245	Administrative Procedures ++	3	
BTC 290	Publishing Projects (InDesign) ***	2	
SPE 101	Oral Communications	3	
OURTH SEMESTER			16
COURSE NUMBER	COURSE NAME	СН	
BTC 131	Telephone Communication Skills + **	1	
ACT 101	Applied Accounting	3	
BTC 145	Business Technology Tools ++	3	
BTC 247	Administrative Supervision ++	3	
BTC 250	Business Simulations ++	3	
	Any: ANT,ECO, GEO, HIS, PHE, or SOC	3	
Total Hours Require	d for Graduation		64



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# Degree Info.

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- Graduation Requirements
- High School Articulation Agreements

# Home » Academics » College Catalog » Degrees & Certificates » Child Care & Early Education A.A.S.

# Child Care & Early Education A.A.S.

Degree Name:	Child Care & Early Education A.A.S.
Degree or Program:	Child Care & Early Education
Degree Type:	Associate of Applied Science Degree

#### Description:

This program provides students with the knowledge and skills necessary to dare for and teach children from birth to age 8. Child care professionals promote the social, emotional, cognitive, language, and physical growth of young children by guiding and supervising them through a variety of developmentally appropriate experiences.

anonin anough a	variety of acver	opinientally appropriate experiences.		
General Educat	tion Requirem	ents:		24-25
	COURSE NUMBER	COURSE NAME		EDIT JRS
Mathematics	MAT 105 or MAT 108 or MAT 121	Applied Math or Understanding K-8 Math Intermediate Algebra	3-4	
Communication	ENG 101 ENG 102 or ENG 115 or ENG 125	English Composition I English Composition II or Technical Writing or Business Writing	3 3	
	SPE 101	Oral Communications	3	
Social Science	HIS 101 or HIS 102 or HIS 115 or POL 101 or POL 102	US History to 1877 or US History since 1877 or US History since 1945 or American Government or State & Local Government	3	
Natural Science		Any BIO, CHM, or PHY	3	
Humanities		Any Humanities (ART 101 or MUS 111 preferred)	3	
Elective		Any Elective	3	
CORE COURSE	REQUIREME	NTS MUST INCLUDE:		39
	CDC 101	Introduction to Early Childhood Education	3	
	CDC 102	Creative Activities and Play for Young Children	3	
	CDC 103	Literacy & Literature for Young Children	3	
	CDC 104	Principles of Early Childhood Curriculum	3	
	CDC 105	Early Childhood Practicum I	2	
	CDC 107	Introduction to Young Children with Special Needs	3	
	CDC 109	Early Childhood Practicum I Seminar	1	



# FIND OUT MORE! about SCC

# Department

Child Care and Early Education

# Related Degrees/ Certificates

• Child Care & Early Education C.A.

# **Program Contact**

Kathy Drews 636-922-8424 kdrews@stchas.edu

# Office Coordinator

Phyllis Marchand 636-922-8496 phyllis\_marchand@stchas.edu

# Office Info

Office Hours 8 a.m.-4:30 p.m. Monday-Friday

Office Location Social Sciences Building, Room 1104

Office Phone Number

	CDC 112	Child Growth & Development I:Prenatal through Early Childhood	3	
	CDC 113	Child Growth & Development II: Birth through Adolescence	3	
	CDC 201	Cognitive Activities and STEM for Young Children	3	
	CDC 203	Early Childhood Practicum II	2	
	CDC 205	Children, Families, & Communities	3	
	CDC 206	Early Childhood Practicum III	2	
	CDC 208	Nutrition, Health, & Safety of Children	3	
	CDC 209	Early Childhood Practicum II Seminar	1	
	CDC 210	Early Childhood Practicum III Seminar	1	
Elective Course	es in Child Car	re (choose one)		3
	CDC 106	Experiences in Early Childhood Education	1-3	
	CDC 108	Infant & Toddler Development and Curriculum	3	
	CDC 202	Music & Movement for Young Children	3	
	CDC 204	Management of Early Childhood Programs	3	
	CDC 207	Curriculum & Materials for Young Children with Special Needs	3	
TOTAL REQUIR	ED HOURS			66-67

636-922-8496

Contact Information: Kathy Drews, 636-922-8424 or kdrews@stchas.edu.

\*The Academic Skills Assessment is required before enrolling in a Math or English course. If a student places into lower level courses than are required for the degree, then the student must first enroll in lower level courses before enrolling the the courses required for graduation.

\*\*CDC 104, CDC 105, & CDC 109 must be taken together and are offered only in the fall semester. Permission of program chair.

\*\*\*CDC 203, CDC 206, CDC 209 & CDC 210 must be taken together and are offered only in the spring semester. Permission of program chair.

+Courses that will fulfill the graduation requirements for General Education electives, Social Science, Natural Science, & Humanities are listed in the "Associate of Applied Science Degree Graduation Requirements". Students must demonstrate computer literacy.

#### Courses by Semester

FIRST SEMESTE	R		18
COURSE NUMBER	COURSE NAME	СН	
ENG 101	English Composition I *	3	
Social Sciences	HIS 101, or 102, or 115, or POL 101, or 102+	3	
CDC 101	Intro to Early Childhood	3	
CDC 102	Creative Activities and Play for Young Children	3	
CDC 112	Child Growth & Development I:Prenatal through Early Childhood	3	
HUM	Any Humanities (ART 101 or MUS 111 preferred)+	3	
SECOND SEMES	TER		15- 16
COURSE NUMBER	COURSE NAME	СН	
ENG 115 or ENG 125 or ENG 102	Technical Writing or Business Writing or English Composition II	3	

#### Child Care & Early Education A.A.S. | SCC Degree

rature for Young Children  Development II: Birth through Adolescence th & Safety of the Young Children  IE  cations tion Elective+ arly Childhood Curriculum ** d Practicum I ** Young Children with Special Needs	3 3 3 CH 3 3 3 3 2 3 1	18
th & Safety of the Young Children IE cations tion Elective+ arly Childhood Curriculum ** d Practicum I **	3 CH 3 3 2 3	18
IE cations tion Elective+ arly Childhood Curriculum ** d Practicum I **	CH 3 3 3 2 3	18
cations tion Elective+ arly Childhood Curriculum ** d Practicum I **	3 3 3 2 3	18
cations tion Elective+ arly Childhood Curriculum ** d Practicum I **	3 3 3 2 3	
tion Elective+ arly Childhood Curriculum ** d Practicum I **	3 3 2 3	
arly Childhood Curriculum ** d Practicum I **	3 2 3	
d Practicum I **	2	
	3	
Young Children with Special Needs	-	
	1	
d Practicum I Seminar **		
lies, Communities	3	
		15
1E	СН	
, or PHY	3	
om above	3	
ities and STEM for Young Children	3	
d Practicum II ***	2	
d Practicum III ***	2	
	1	
d Practicum II Seminar ***	1	
	od Practicum II *** od Practicum III *** od Practicum II Seminar *** od Practicum III Seminar	Dod Practicum III ***     2       Dod Practicum II Seminar ***     1



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# Degree Info.

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- Graduation Requirements
- High School Articulation Agreements

# Home » Academics » College Catalog » Degrees & Certificates » Computer-Aided Drafting (CAD) A.A.S.

# Computer-Aided Drafting (CAD) A.A.S.



### What Is CAD

This program option provides students with a comprehensive knowledge of computeraided drafting (CAD). Students will be able to choose from a list of optional CAD courses to allow emphasis in architectural, industrial, civil or broad scope applications as desired. Additional courses in science and math are required.

### Occupation Overview

These technicians (i.e. drafting technicians or "drafters") operate computer-aided design systems to produce final specifications and drawings for new designs. A drafter may work as a team member with engineers, analysts, architects, other drafters and/or designers assigned to a specific design. Drafters use special computer software for producing, communicating and revising detailed specifications and drawings.

#### Learn more from SCC Career Services

### CAD Careers

SCC graduates are employed in a broad range of careers including, but not limited to: Aeronautical drafter, architectural drafter, automotive design drafter, CAD drafter, civil drafter, controls designer, construction designer, designer, detail drafter, detailer, die designer, die-drawing checker, drawings checker, electrical drafter, estimator, government recordkeeper, factory layout drafter, HVAC

# Occupational Outlook

Employment of computer-aided design technicians is expected to have varied growth through 2018 depending on the industry.

Local/regional placement and outlook have been higher than average compared to the national outlook.



Salary Outlook

Nationally, people established in their

can earn in excess of \$73,050.

\$15-\$28/hour. Opportunities for

career generally earn between \$37,840-

\$59,740 per year. Exceptional performers

CAD graduates typically average between

advancement and promotion after entry-

level employment are typically higher with a

CAD Associate of Applied Science degree

as compared to a CAD Certificate of

# FIND OUT MORE! about SCC Success Story

### Malee Alway

David Niermann said, "Her dedication, high work ethic and thoroughness greatly exceed the typical student performance in our program."

Full Story

# Department

Computer-Aided Drafting (CAD)

# Related Degrees/ Certificates

### Computer-Aided Drafting (CAD) C.A.

# **Program Contact**

David Niermann 636-922-8561 dniermann@stchas.edu

# Office Coordinator

Ginny Tiller 636-922-8334 gtiller@stchas.edu

https://www.stchas.edu/degrees-certificates/Computer-Aided-Drafting-AAS[4/7/2015 8:10:33 AM]

drafter, industrial drafter, manufacturing technician, patent drafter, product design drafter, project designer/manager, SolidWorks designer, structural drafter, technical illustrator tooling designer.

#### Achievement.

Sources: FOCUS Online Career and Education Planning Systems.

Degree Name:	Computer-Aided Drafting (CAD) A.A.S.
Degree or Program:	Computer-Aided Drafting
Degree Type:	Associate of Applied Science Degree

#### **Description:**

These technicians operate computer aided design systems to produce final design specification and drawings for new products. Works as a team member with development engineers, marketing analysts and industrial designers assigned to a specific product.

General Educat	tion Requirements			34-35
	COURSE NUMBER	COURSE NAME	CREI HOU	
Mathematics	MAT 150 and MAT 162 or MAT 171	Trigonometry and College Algebra-STEM or Pre-Calculus Math	3 4 or 6	
Communication	ENG 101 ENG 115 SPE 101	English Composition I Technical Writing Oral Communications	3 3 3	
Social Science	HIS 101 or 102 or 115 or 270 or POL 101 or 102	US History or American Government	3	
Natural Science	PHY 150/153	Physics I and Lab	4	
Elective	CPT/BTC(BAS) 103 ART 110 Any 2 general electives	Microcomputer Applications Drawing I any course 100 level or higher	3 3 6	
CORE COURSE	E REQUIREMENTS MUST	INCLUDE:		12
	CDM 103	Introduction to CAD Systems	2	
	CDM 104	CAD Systems II	3	
	CDM 205	Architectural Drafting I	3	
	CDM 221	Solid Modeling I	3	
	CDM 298	CAD Capstone	1	
ELECTIVE COU	JRSES**			20-21
	CDM 120	Descriptive Geometry	2	
	CDM 206	Architectural Drafting II	3	
	CDM 207	Revit Architecture I	3	
	CDM 208	Revit Architecture II	3	
	CDM 209	Construction Materials	3	
	CDM 210	HVAC Drafting	3	
	CDM 211	Structural Drafting	3	
	CDM 212	Electrical/Electronic Drafting	3	
	CDM 222	Solid Modeling II	3	
	CDM 223	Geometric Dimensioning and Tolerance	3	
	CDM 235	Manufacturing Processes	3	
	CDM 251	Introduction to Piping Drafting	3	
	CDM 255	Civil Drafting	3	

### **Office Info**

#### **Office Hours**

7:30 a.m.-4 p.m. Monday-Friday

#### **Office Location**

Technology Building, Room 105

#### **Office Phone Number**

636-922-8334

#### Computer-Aided Drafting (CAD) A.A.S. | SCC Degree

TOTAL REQUIR	ED HOURS			66-68
	GEO 225	Advanced GIS	3	
	GEO 120	Introduction to GIS	3	
	CPM 220	3 D Animation	3	
	CDM 270	Externship*	3	
	CDM 265	Sustainable Design	3	

\* The Academic Skills Assessment is required before enrolling in Math or English courses. If a student places into lower level courses than are required for his/her degree, then the student needs to first enroll in lower level courses before enrolling in the courses needed for graduation.

\*\* CDM electives listed above. Choose 20-21 hours.

\*\*\*General Elective: Choose any course 100 level or higher.

Students completing this program will be assessed in program-related competencies and general education. (CDM 298- CAD Capstone)

For more information, please contact department chair David Niermann at 636-922-8561 or dniermann@stchas.edu

FIRST SEMESTER			17-18
COURSE NUMBER	COURSE NAME	СН	
CDM 103	Intro to CAD System	2	
CDM 104	CAD Systems II	3	
ENG 101	English Composition I *	3	
CPT/BTC 103	Microcomputer Applications	3	
MAT 171	Pre-Calculus or both MAT 150 & MAT 160 *	6 or 7	
SECOND SEMESTE	R		15-16
COURSE NUMBER	COURSE NAME	СН	
ENG 115	Technical Writing	3	
ART 110	Drawing I	3	
	Pick two CDM Electives **	5-6	
PHY 150/153	General Physics I	4	
SUMMER SEMESTE	R		3
	General Elective ***	3	
THIRD SEMESTER			15
COURSE NUMBER	COURSE NAME	СН	
CDM 205	Architectural Drafting I	3	
	General Elective***	3	
	Pick two CDM Electives **	6	
CDM 221	Solid Modeling I	3	
FOURTH SEMESTE	R		16
COURSE NUMBER	COURSE NAME	СН	
Social Science	HIS 101, or 102, or 115, or 270, or POL 101, or 102	3	
SPE 101	Oral Communications	3	
	Pick three CDM Electives **	9	
CDM 298	CAD/CAM Capstone	1	
Total Hours Require	ed for Graduation		66-68

**Courses by Semester** 



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### Degree Info.

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- Graduation Requirements
- High School Articulation Agreements

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#### Computer Programming A.A.S.

### What Is Computer Programming?

Computer programmers determine the types of information and data needed to produce the computer results expected by an organization's decision-makers and decide how to analyze and process information and summarize results in printed reports or graphic displays. They determine what programming language to use to write programs that satisfy an organization's needs.

#### Occupation Overview

Computer programmers write the detailed instructions (programs and software) that list in a logical order the steps the computer must follow to organize data to solve a problem. Programmers determine how to capture and enter information needed and summarize computer results in reports and displays.

Many programmers obtain a two-year associate degree for an entry-level position. However, the trend for many positions has been the requirement of a bachelor's degree. If a student wants to transfer courses, then the Associate of Applied Science degree should be pursued and the Computer Science Transfer Program Schedule Guide followed.

Learn more from SCC Career Services

### Computer Programming Careers

SCC graduates are employed in a broad range of careers including, but not limited to: programmer/analyst, application programmer/developer, programmer systems analyst, network or system software engineer, project manager and technical writer.

### Occupational Outlook

Employment of computer programmers is projected to grow 8 percent through 2022, about as fast as the average for all occupations.



Salary Outlook

The average starting salary for

programmers is \$32,500 with an

associate's degree and about \$50,000 per

year with a bachelor's degree. The hourly

mean wage for computer programmers in

Missouri is \$34.48. Established computer

\$53,620 and \$91,000 per year. Exceptional

programmers generally earn between

performers can earn in excess of

Sources: FOCUS Online Career and

\$113,380.

### FIND OUT MORE! about SCC Department

Computer Science – Computer Programming

### Related Degrees/ Certificates

• Programming Languages C.A.

### **Program Contact**

Rex McKanry 636-922-8289 rmckanry@stchas.edu

### **Office** Coordinator

Ginny Tiller 636-922-8334 gtiller@stchas.edu

### Office Info

#### **Office Hours**

7:30 a.m.-4 p.m. Monday-Friday

#### **Office Location**

Technology Building, Room 105

**Office Phone Number** 

#### Education Planning Systems.

636-922-8334

	Degree Name:	Computer Programming A.A.S.
	Degree or Program:	Programming
	Degree Type:	Associate of Applied Science Degree

#### Description:

Applications development is a foundation of information technology (IT) departments, and as custom applications become more prevalent on the Web and on network systems, companies are seeking skilled programmers.

Professionals with strong object-oriented language skills are in greatest demand, particularly those with Visual Basic, C++, C and Java expertise.

General Educat	tion Requirements			25
	COURSE NUMBER	COURSE NAME	CREDI HOUR	
Mathematics	MAT 121	Intermediate Algebra	4	
Communication	ENG 101 ENG 102 ENG 115 or ENG 125 SPE 101	English Composition I English Composition II Technical Writing Business Writing Oral Communication	9	
Social Sciences	HIS 101 HIS 102 HIS 115 HIS 270 POL 101 POL 102	US History to 1877 US History Since 1877 US History Since 1945 History of Missouri American Government State & Local Government	3	
Natural Science	Any BIO, CHM, PHY		3	
Humanities	CPT/BUS 105	Computer Ethics/Business Ethics	3	
Elective	CPT 115	Introduction to Data Processing	3	
CORE COURSE	REQUIREMENTS	MUST INCLUDE:		23
	CPT 103	Microcomputer Applications	3	
	CPT 106	PC Operating Systems	3	
	CPM 120	Windows Multimedia	3	
	CPT 121	Basics of Data Communications	3	
	CPT 165	Programming Logic	3	
	CPT 200	systems Analysis & Design	3	
	CPC 107	A+ Computer Repair & Maintenance	5	
ELECTIVE COU	IRSES: Choose any	y two of the following pairs of cour	ses	12
	CPT 182 and CPT 186	Beginning Programming in C++ and Advanced Programming in C++	3 3	
	CPT 280 and CPT 282	Visual Basic (.NET) and Advanced Visual Basic (.NET)	3 3	
	CPT 284 and CPT 287	Java Programming & Advanced Java Programming	3 3	
	CPT 174 and CPT 175	COBOL Programming I and COBOL Programming II	3 3	
	CPT 240 and CPT 260	SQL Basics and Oracle Programming	3 3	
	y two of the follow	ing courses:		6
Plus choose an				
Plus choose an	CPT 104	Intro to Animation & Computer Games	3	

https://www.stchas.edu/degrees-certificates/Computer-Programming-AAS[4/7/2015 8:09:32 AM]

	CPT	160	Mobile Apps Development	3		
	CPT	185	Programming in C#	3		
	CPN	1 190	Dynamic Programming Language	es 3		
	CPT	250	Database Programming	3		
TOTAL RE	QUIRED H	IOURS			66	
Courses	s by Se	emester				
FALL SEM	ESTER					1
COURSE N	UMBER	COURSE NA	ME		СН	
CPT 115		Introduction to Data Processing				
CPT 106		PC Operating	PC Operating Systems			
CPT 103		Microcompute	er Applications (MS Office)		3	
ENG 101		English Comp	osition I		3	
MAT 121		Intermediate /	Algebra		4	
SPRING SI	EMESTER					1
COURSE N	UMBER	COURSE NA	ME		СН	
CPT 121		Basics of Dat	a Communications		3	
CPT 165		Computer Pro	gramming Logic		3	
CPC 107		A+ Computer	Repair & Maintenance		5	
CPT/BUS 1	105	Computer Eth	ics		3	
SCIENCE		Natural Scien	ce		3	
SUMMER S	SEMESTE	R				
COURSE N	UMBER	COURSE NAME			СН	
SPE 101		Oral Communication			3	
FALL SEM	ESTER					1
COURSE NUMBER		COURSE NA	ME		СН	
ENG 102, 115 or 125		English Comp II -or- Technical Writing -or- Business Writing			3	
CPM 120		Windows Multimedia				
CPT Elect		CPT Elective Part I			3	
CPT Elect		CPT Elective Part I			3	
CPT Elect		CPT Elective Part I			3	
SPRING SI	EMESTER					1
COURSE N	UMBER	COURSE NAME			СН	
		Systems Analysis & Design			3	
CPT 200		Social Sciences			2	
	-	,	es		3	
	-	,			3	
HIS or POL	-	Social Science	Part II		_	
HIS or POL	-	Social Science	Part II Part II		3	
HIS or POL CPT Elect CPT Elect CPT Elect		Social Scienc CPT Elective CPT Elective CPT Elective	Part II Part II Part II		3	
HIS or POL CPT Elect CPT Elect CPT Elect CPT Elect	ctives:	Social Science CPT Elective CPT Elective CPT Elective CPT Elective	Part II Part II Part II o of the following pairs:		3 3 3	
HIS or POL CPT Elect CPT Elect CPT Elect CPT Elec Part I (Fall)	Ctives: (	Social Science CPT Elective CPT Elective CPT Elective Choose tw 1 course for 3	Part II Part II Part II O of the following pairs: 3 hrs Part II (Spring) Choose 7		3 3 3 for 3 h	nrs
HIS or POL CPT Elect CPT Elect CPT Elect CPT Elect Part I (Fall) CPT 182	Ctives: ( ) Choose Beg. Pro	Social Science CPT Elective CPT Elective CPT Elective Choose tw 1 course for 3 ogramming C+-	Part II Part II Part II O of the following pairs: A hrs Part II (Spring) Choose	gramming	3 3 3 for 3 h C++	nrs
HIS or POL CPT Elect CPT Elect CPT Elect CPT Elec Part I (Fall) CPT 182 CPT 280	ctives: ( ) Choose Beg. Pro Visual B	Social Science CPT Elective CPT Elective CPT Elective Choose tw 1 course for 3 ogramming C+- asic (.NET)	Part II Part II Part II Part II O of the following pairs: A hrs Part II (Spring) Choose ' - and- CPT 186 Adv. Prog - and- CPT 282 Adv. Visu	gramming Ial Basic (	3 3 3 for 3 h C++	nrs
HIS or POL CPT Elect CPT Elect CPT Elect CPT Elect Part I (Fall) CPT 182	ctives: ( ) Choose Beg. Pro Visual B	Social Science CPT Elective CPT Elective CPT Elective Choose tw 1 course for 3 ogramming C+- asic (.NET)	Part II Part II Part II O of the following pairs: A hrs Part II (Spring) Choose	gramming Ial Basic ( a Program	3 3 3 for 3 h C++ .NET)	nrs

#### Computer Programming A.A.S. | SCC Degree

Part I (Fall)	Choose 1 course for 3 hrs	Part II (Spring)	Choose 1 course for 3 hrs
CPM 190	Dynamic Programming Lang.	CPT 250	Database Programming (PHP)
CPT 104	Intro to Animation & Games	CPT 185	C# Programming
CPT 135	Programming in Python	CPT 160	Mobile Apps Development



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### Degree Info.

The Associate of Applied Science Degree is awarded to students completing the requirements of one of the career-technical programs. Although this is not intended to be a transfer degree, some courses do transfer to four-year institutions.

- Graduation Requirements
- High School Articulation Agreements

Home » Academics » College Catalog » Degrees & Certificates » Cyber Security A.A.S

#### Cyber Security A.A.S.

#### What Is Cyber Security?

Cyber security professionals control access to information and prevent unauthorized tampering or disclosure of information.

#### Occupation Overview

Cyber security specialists plan, coordinate and implement security measures for information systems. They work with company or government personnel to understand the current system and any security needs that need to be addressed. They test data processing systems to ensure proper functioning and security and modify computer security files to incorporate new software to correct errors or change access status to information. They develop plans to safeguard computer files from accidental or unauthorized modification, destruction or disclosure of information. They also develop plans to meet emergency data processing needs.

Cyber security specialists install protective software or make changes to existing software. They may coordinate implementation of computer system security plans with personnel and outside vendors and build firewalls to keep unauthorized users from accessing information. They monitor data logs that report all activity on the system and look for any unusual activity.

Learn more from SCC Career Services

#### Cyber Security Careers

SCC graduates are employed in a broad range of careers including, but not limited to: network security administrator, network security engineer, information systems security manager, systems security administrator, data security analyst and chief security officer.

### Occupational Outlook

This field is rapidly expanding with emerging needs related to increased use of the Internet by businesses and new concerns regarding information terrorism. Employment of information security analysts is projected to grow 37 percent through 2022, much faster than the average for all occupations.





**FIND OUT MORE!** about SCC Department

Computer Science - Networking

### **Related Degrees**/ Certificates

- Computer Programming A.A.S.
- Computer Science Transfer Program Schedule Guide
- Computer Security C.S.
- Data Management C.A.
- Database Management A.A.S.
- Management Information Systems A.A.S.
- Multimedia and Web Design A.A.S.
- Multimedia C.A. o
- Multimedia C.S. 0
- Network Security A.A.S. o
- Networking A.A.S. о
- Networking C.A. о
- o Programming Languages C.A.
- Web Design C.A.
- Web Development C.S.

### Program Contact

Office Coordinator

Michael Fuszner 636-922-8322 mfuszner@stchas.edu

Degree Name:

Cyber Security A.A.S.

Salary Outlook

The median hourly wage for cyber security

established in information security careers

\$85,830 per year. Exceptional performers

analysts in Missouri is \$36.87. People

generally earn between \$52,940 and

Sources: FOCUS Online Career and Education Planning Systems.

can earn in excess of \$105,970.

Degree or Program:	Computer Science
Degree Type:	Associate of Applied Science Degree
Description:	

The AAS degree in Cyber Security helps IT professionals build cyber security skills used to help protect corporate networks. Students learn how a hacker compromises secure networks, how to set up defenses against hackers, and how to gather forensic evidence if an intrusion occurs. The focus is on understanding the technologies so that cyber attacks may be more fully discovered, analyzed and prevented.

General Education Require				25
	COURSE NUMBER	COURSE NAME	CREI HOU	
Mathematics	MAT 121	Intermediate Algebra	4	
Communication	ENG 101 SPE 101 Plus one of the following: ENG 102 ENG 115 ENG 125	English Composition I Oral Communication English Composition II Technical Writing Business Writing	9	
Social Science	Pick one: HIS 101 HIS 102 HIS 115 HIS 270 POL 101 POL 102	US History to 1877 US History Since 1877 US History Since 1945 History of Missouri American Government State & Local Government	3	
Natural Science	Any BIO or Any CHM or Any PHY	Varies	3	
Humanities	CPT 105	Computer Ethics	3	
Elective	CPT 103	Microcomputer Applications	3	
CORE COURSE REQUIREN	IENTS MUST INCLU	DE:		46
A+ (Computer Repair & Maintenance)	CPC 107		5	
CCNA1	CPC 170		5	
CCNA2	CPC 171		5	
Windows Server & Active Directory	CPC 202		5	
Virtualization Technologies	CPC 290		3	
CCNA Security	CPC 245		5	
Cyber Security Essentials	CPC 155		3	
Introduction to UNIX/Linux	CPC 180		3	
UNIX/Linux Administration	CPC 260		3	
Security Fundamentals	CPC 160		3	
Computer Forensics	CPC 161		3	
Ethical Hacking	CPC 162		3	
				71

Ginny Tiller 636-922-8334 gtiller@stchas.edu

### **Office Info**

#### **Office Location**

Technology Building, Room 105

**Office Phone Number** 

636-922-8322

COURSE NUMBER	COURSE NAME	СН	
ENG 101	English Composition I	3	
HIS 101 or HIS 102 or HIS 115 or HIS 270 or POL 101 or POL 102	US History to 1877 US History Since 1877 US History Since 1945 History of Missouri American Government State & Local Government	3	
CPC 107	A+ (Computer Repair & Maintenance)	5	
CPC 160	Security Fundamentals	3	
CPC180	Introduction to UNIX/Linux	3	
SECOND SEMESTER			17
COURSE NUMBER	COURSE NAME	СН	
ENG 102 or ENG 115 or ENG 125	English Composition II Technical Writing Business Writing	3	
MAT 121	Intermediate Algebra	4	
CPC 170	CCNA1	5	
CPC 171	CCNa2	5	
THIRD SEMESTER			19
COURSE NUMBER	COURSE NAME	СН	
SPE 101	Oral Communication	3	
Any BIO, CHM, PHY	Varies	3	
CPC 155	Cyber Security Essentials	3	
CPC 202	Windows Server and Active Directory	5	
CPC 245	CCNA Security	5	
FOURTH SEMESTER			18
COURSE NUMBER	COURSE NAME	СН	
CPT 105	Computer Ethics	3	
CPT 103	Microcomputer Applications	3	
CPC 161	Computer Forensics	3	
CPC 260	UNIX/Linux Administration	3	
CPC 162	Ethical Hacking	3	
CPC 290	Virtualization Technologies	3	



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### Degree Info.

The Associate of Applied Science Degree is awarded to students completing the requirements of one of the career-technical programs. Although this is not intended to be a transfer degree, some courses do transfer to four-year institutions.

- Graduation Requirements
- High School Articulation Agreements

Home » Academics » College Catalog » Degrees & Certificates » Database Management A.A.S.

### Database Management A.A.S.

### What Is Computer Database Management?

Computer database managers write and code logical and physical database descriptions and specify identifiers of database to management system or direct others in coding descriptions.

#### Occupation Overview

Database managers specify users and user access levels for databases and train users on databases and answer user questions. They approve, schedule, plan and supervise the installation and testing of new products and improvements. They develop standards and guidelines to guide the use and acquisition of software and to protect vulnerable information. They may work on project teams to coordinate database development and determine project scope and limitations.

#### Learn more from SCC Career Services

#### Database Management Careers

SCC graduates are employed in a broad range of careers including, but not limited to: database administrator, database analyst, geographical information systems (GIS) technician, data warehouse specialist, Web database developer, database management specialist, database inventory manager, technical writer and information specialist.

Degree Name:

Degree Type:

Description:

Degree or Program:

### be driven by the increased data needs of companies across the economy.

2022, faster than the average for all

Occupational Outlook

Employment of database administrators is

projected to grow 15 percent from 2012 to

occupations. Growth in this occupation will



Salary Outlook

\$114.200

Database Management A.A.S.

Associate of Applied Science Degree

Computer Science

Databases are used to store, retrieve and manipulate data in nearly every type of

organization including business, healthcare, education, government and libraries.

Database technology is routinely used by individuals on personal computers, by work

groups accessing databases on network servers, and by all employees using enterprise-

The median hourly wage for data

performers can earn in excess of

Source: FOCUS Online Career and

Education Planning Systems

management professionals in Missouri is

\$37.09. Established data management

professionals generally earn between \$

53,470 and \$ 93,260 per year. Exceptional

# Apply now!



Computer Science – Database Management

### Related Degrees/ Certificates

#### • Computer Programming A.A.S.

- Computer Science Transfer Program Schedule Guide
- Computer Security C.S.
- Cyber Security A.A.S.
- Data Management C.A.
- Management Information Systems A.A.S.
- Multimedia and Web Design A.A.S.
- Multimedia C.A.
- Multimedia C.S.
- Network Security A.A.S.
- Networking A.A.S.
- Networking C.A.
- Programming Languages C.A.
- Web Design C.A.
- Web Development C.S.

### **Program Contact**

Office Coordinator

Rex McKanry 636-922-8289 rmckanry@stchas.edu

General Education Requirements

wide distributed applications.

	COURSE NUMBER	COURSE NAME	HOL	EDIT JRS
Mathematics	MAT 121	Intermediate Algebra	4	
Communication	ENG 101 ENG 102 ENG 115 or ENG 125 SPE 101	English Composition I English Composition II or Technical Writing, or Business Writing Oral Communication	3 3 3	
Social Science	HIS 101 or 102 or 115 or 270 or POL 101 or 102	US History or American Government	3	
Natural Science	Any BIO, CHM, PHY		3	
Humanities	CPT/BUS 105	Computer Ethics/ Business Ethics	3	
Elective	CPT 115	Introduction to Data Processing	3	
CORE COURSE	REQUIREMENTS MUST	INCLUDE:		33
	CPT 103	Microcomputer Applications	3	
	CPT 106	PC Operating Systems	3	
	CPT 121	Basics of Data Communications	3	
	CPM 120	Windows Multimedia	3	
	CPT 130	Introduction to UNIX	3	
	CPT 165	Programming Logic	3	
	CPT 200	Systems Analysis & Design	3	
	CPT 201	Intro to Database Management	3	
	CPT 240	SQL Basics	3	
	CPT 246	Computer Security	3	
	CPT 260	Oracle Programming	3	
ELECTIVE COU	IRSES** Choose any two	of the following courses		6
	CPM 190	Dynamic Programming Languages	3	
	CPT 250	Database Programming	3	
	CPT 265	DB2 Programming	3	
	CPT 270	Programming in Perl	3	
	CPT 280	Visual Basic (.NET)	3	
	CPT 282	Advanced Visual Basic (.NET)	3	
	GEO 120	Introduction to GIS	3	
	GEO 225	Advanced GIS	3	

#### Ginny Tiller 636-922-8334 gtiller@stchas.edu

### **Office Info**

#### **Office Hours**

7:30 a.m.-4 p.m. Monday-Friday

#### **Office Location**

Technology Building, Room 105

#### **Office Phone Number**

636-922-8334

FALL SEMESTER			16
COURSE NUMBER	COURSE NAME	CH	
CPT 115	Introduction to Data Processing	3	
CPT 106	PC Operating Systems	3	
CPT 103	Microcomputer Applications (MS Office)	3	
ENG 101	English Composition I	3	
MAT 121	Intermediate Algebra	4	

SPRING SEI	MESTER					15
COURSE NI	JMBER	COURSE NAME			СН	
CPT 121		Basics of Data Com	Basics of Data Communications			
CPT 165		Computer Programn	ning Logic		3	
CPM 120		Windows Multimedia	l		3	
ENG 102, 11 125	5 or	English Comp II -or- Writing	Technical Writing	g -or- Business	3	
HIS or POL		Social Sciences			3	
SUMMER SI	EMESTE	R				3
COURSE NU	JMBER	COURSE NAME			СН	
SPE 101		Oral Communication	1		3	
FALL SEME	STER					15
COURSE NU	JMBER	COURSE NAME			СН	
CPT 130		Intro to UNIX			3	
CPT 201		Intro to Database M	anagement		3	
		Natural Science			3	
CPT 240		SQL Basics			3	
		Database Elective P	art I (see below)		3	
SPRING SEI	MESTER					15
COURSE NU	JMBER	COURSE NAME			СН	
CPT 200		Systems Analysis and Design				
CPT 245		Computer Security				
CPT 260		Oracle Programming			3	
CPT/BUS 10	)5	Computer Ethics			3	
		Database Elective P	art II (see below)		3	
Database	Electi	ves: Choose a	ny 2 courses	3		
Part I (Fall)	Choose	1 course for 3 hrs	Part II (Spring)	Choose 1 course fo	r3h	rs
GEO 120 or	Intro to	GIS	GEO 225 or	Advanced GIS		
CPT280 or	Visual B	asic (.NET)	CPT 282 or	Adv. Visual Basic (.N	ET)	

CPM 190 or Dynamic Programming

Programming in Perl

CPT270



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CPT250 or

CPT265

Database Prog. (PHP)

DB2 Programming



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### Degree Info.

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- Graduation Requirements
- High School Articulation Agreements

Home » Academics » College Catalog » Degrees & Certificates » Management Information Systems A.A.S.

### Management Information Systems A.A.S.

#### What Is Computer Management Information Systems (MIS)?

Computer and information systems managers, often called information technology (IT) managers or IT project managers, plan, coordinate, and direct computer-related activities in an organization. They help determine the information technology goals of an organization and are responsible for implementing computer systems to meet those goals.

#### Occupation Overview

Computer and information systems managers typically do at least some or all of the following:

- · Analyze their organization's computer needs and recommend possible upgrades to top executives
- Plan and direct installing and upgrading computer hardware and software
- Ensure the security of an organization's network and electronic documents
- Assess the costs and benefits of a new project and justify spending on the project to top executives
- Learn about new technology and look for ways to upgrade their organization's computer systems
- Determine short- and long-term personnel needs for their department
- Plan and direct the work of other IT professionals, including computer systems analysts, software developers, information security analysts, and computer support specialists
- Negotiate with vendors to get the highest level of service for their organization's technology

Learn more from SCC Career Services

### Occupational Outlook

Employment of computer and information systems managers is projected to grow 15 percent through 2022, faster than the average for all occupations. Demand for computer and information systems managers will increase as firms continue to expand their use of wireless and mobile networks.





**FIND OUT MORE!** about SCC Department

Computer Science - Management Information Systems

### **Related Degrees**/ Certificates

- Computer Programming A.A.S.
- Computer Science Transfer ο
- Program Schedule Guide
- Computer Security C.S.
- Cyber Security A.A.S.
- Data Management C.A. о
- Database Management A.A.S. Multimedia and Web Design A.A.S. o
- Multimedia C.A.
- Multimedia C.S.
- Network Security A.A.S. Networking A.A.S.
- ο
- Networking C.A.
- Programming Languages C.A. Web Design C.A.
- Web Development C.S. o

### Program Contact

Rex McKanry 636-922-8289 rmckanry@stchas.edu

### Office Coordinator

#### Computer Management Information Systems Careers

SCC graduates are employed in a broad range of careers including, but not limited to: systems analyst, business analyst, systems support specialist or administrator, project manager, technical writer, IT support coordinator, applications trainer, information specialist and PC support specialist.

#### Salary Outlook

The median hourly wage for network and computer systems administrators in Missouri is \$32.08. People established in management information systems careers generally earn between \$89,250 and \$143,590 per year. Further education (bachelor's degree or higher) will typically yield higher earnings.

### Source: FOCUS Online Career and Education Planning Systems.

Technology Building, Room 105

#### Office Phone Number

636-922-8334

Ginny Tiller

636-922-8334

gtiller@stchas.edu

**Office Hours** 

7:30 a.m.-4 p.m.

**Office Location** 

Monday-Friday

Office Info

Degree Name:	Management Information Systems A.A.S.
Degree or Program:	Computer Science
Degree Type:	Associate of Applied Science Degree

#### Description:

The information technology (IT) industry is experiencing considerable expansion and with it comes a demand for skilled talent. Implementing new technology initiatives remains a top priority for companies across all industries. The rapid pace of advancement in computer hardware, software and electronic commerce makes it imperative for managers to allocate financial and personnel resources for regular systems upgrades.

General Educat	tion Requirement	s must include:		25
	COURSE NUMBER	COURSE NAME	CREI HOU	
Mathematics	MAT 121	Intermediate Algebra	4	
Communication	ENG 101 ENG 102 or ENG 115 or ENG 125 SPE 101	English Composition I English Composition II or Technical Writing or Business Writing Oral Communication	3 3 3	
Social Sciences	HIS 101 or HIS 102 or HIS 115 or HIS 270 or POL 101 or POL 102	US History to 1877 or US History Since 1877 or US History Since 1945 or History of Missouri or American Government or State & Local Government	3	
Natural Science	Any BIO, CHM, PHY		3	
Humanities	CPT/BUS 105	Computer Ethics/Business Ethics	3	
Elective	CPT 115	Introduction to Data Processing	3	
CORE COURSE	EREQUIREMENT	S MUST INCLUDE:		37
	CPT 103	Microcomputer Applications	3	
	CPT 106	PC Operating Systems	3	
	CPT 121	Basics of Data Communications	3	
	CPT 165	Programming Logic	3	
	CPT 200	Systems Analysis & Design	3	
	CPT 201	Intro to Database Management	3	
	CPT 246	Computer Security	3	
	BUS 101	Introduction to Business	3	
	ACT 110	Financial Accounting I	4	
	BUS 201	Introduction to Management	3	
	BUS 230	Introduction to Marketing	3	
ELECTIVE COU courses	JRSES: Choose a	ny one set of the following pairs of		6
	CPM 190 -and-	Dynamic Programming Languages -	3	

	CPT 250	and- Database Programming (PHP)	3	
	CPT 104 -and- CPT 160	Intro to Animation & Computer Games -and- Mobile Aps Development	3 3	
	CPT 280 -and- CPT282	Visual Basic (.NET) -and- Advanced Visual Basic (.NET)	3 3	
	CPT 182 -and- CPT 186	Beginning Programming in C++ -and- Advanced Programming in C++	3 3	
	CPT 284 -and- CPT 287	Java Programming -and- Advanced Java Programming	3 3	
	CPT 174 -and- CPT 175	COBOL Programming I -and- COBOL Programming II	3 3	
	CPT 135 -and- CPT 185	Programming in Python -and- C# Programming	3 3	
TOTAL REQUIR	ED HOURS			65

### Courses by Semester

FALL SEMESTER			15
COURSE NUMBER	COURSE NAME	СН	
CPT 115	Introduction to Data Processing	3	
CPT 106	PC Operating Systems	3	
CPT 103	Microcomputer Applications (MS Office)	3	
ENG 101	English Composition I	3	
BUS 101	Introduction to Business	3	
SPRING SEMESTER			16
COURSE NUMBER	COURSE NAME	СН	
CPT 121	Basics of Data Communications	3	
CPT 165	Computer Programming Logic	3	
MAT 121	Intermediate Algebra	4	
BUS 201	Introduction to Management	3	
HIS or POL	Social Sciences	3	
SUMMER SEMESTER	2		3
COURSE NUMBER	COURSE NAME	СН	
SPE 101	Oral Communication	3	
FALL SEMESTER			16
COURSE NUMBER	COURSE NAME	СН	
ENG 102, or 115 or 125	English Comp II -or-Technical Writing -or-Business Writing	3	
CPT 201	Intro to Database Management	3	
	Natural Science	3	
ACT 110	Financial Accounting I	4	
	CPT Elective Part I	3	
SPRING SEMESTER			15
COURSE NUMBER	COURSE NAME	СН	
CPT 200	Systems Analysis & Design	3	
CPT 246	Computer Security	3	
BUS 230	Intro to Marketing	3	
CPT/BUS 105	Computer Ethics	3	
	CPT Elective Part II	3	

#### Management Information Systems A.A.S. | SCC Degree

ODT	E1 (1)	01				C 11		
CPL	Electives:	Choose	one	ot.	the	tollow	ind	naire.
		0110030		01		1011010	IIIQ	pans.

			.9 po
Part I (Fall)	Choose 1 course for 3 hrs	Part II (Spring)	Choose 1 course for 3 hrs
CPT 182	Beg Programming C++	-and- CPT 186	Adv Programming C++
CPT 280	Visual Basic (.NET)	-and- CPT 282	Adv Visual Basic (.NET)
CPM 284	Java Programming	-and- CPT 287	Adv Java Programming
CPM 190	Dynamic Progr Languages	-and- CPT 250	Database Programming (PHP)
CPT 104	Intro to Anim & Games	-and- CPT 160	Mobile Apps Development
CPT 174	COBOL Programming I	-and- CPT 175	COBOL Programming II
CPT 135	Programming in Python	-and- CPT 185	C# Programming



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Getting Started at SCC Academic Policies General Education Requirements Degrees & Certificates Course Descriptions Course Descriptions Catalog Archive

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### Degree Info.

The Associate of Applied Science Degree is awarded to students completing the requirements of one of the career-technical programs. Although this is not intended to be a transfer degree, some courses do transfer to four-year institutions.

- Graduation Requirements
- High School Articulation Agreements

Home » Academics » College Catalog » Degrees & Certificates » Multimedia and Web Design A.A.S.

#### Multimedia and Web Design A.A.S.



### What Is Multimedia and Web Design?

This program option provides students with a comprehensive knowledge of multimedia and Web design. Students will be able to choose from courses that focus on Web page design and development, multimedia programming, 2D and 3D graphics and animation for the Web, video and sound editing, and dynamic scripting (programming) languages to create vibrant websites. Students will learn how to integrate different types of content (script, design, video, audio, etc.) into an artistically powerful whole multimedia project.

#### Occupation Overview

Web designers determine the look and feel of an entire website. Web art directors have a degree in commercial art or fine arts with a strong course background in graphic design, computer science or information systems. Specialized coursework in Internet and website technology is very helpful. Courses should include Internet software languages, website design using graphics and audiovisual techniques, website setup and maintenance and information security. Courses in marketing and advertising will strengthen your credentials. When seeking an entry-level position in this field, it is important to have a portfolio containing samples of your best work.

Learn more from SCC Career Services

#### Occupational Outlook

Employment of Web and multimedia professionals is projected to grow 20 percent through 2022, faster than the average for all occupations. Demand will be driven by the growing popularity of mobile devices and e-commerce.

Local/regional placement and outlook have been higher than average compared to the national outlook.

Find out

Services

FIND OUT MORE! about SCC

### Success Story

#### **Chris Ruth**

"They had the courses I was looking for. And the price was right; compared to other colleges and universities, SCC was very competitive."

Full Story

### Department

Computer Science – Multimedia and Web Design

### Related Degrees/ Certificates

- Computer Programming A.A.S.
- Computer Science Transfer Program Schedule Guide
- Computer Security C.S.
- Cyber Security A.A.S.
- Data Management C.A.
- Database Management A.A.S.
- Management Information Systems A.A.S.
- Multimedia C.A.
- Multimedia C.S.
- Network Security A.A.S.
- Networking A.A.S.
- Networking C.A.
- Programming Languages C.A.

#### Web and Multimedia Careers

SCC graduates are employed in a broad range of careers, including, but not limited to: multimedia developer, webmaster, Web programmer, game developer and creative director.

#### Salary Outlook

Nationally, established Web and multimedia professionals generally earn between \$33,130 and \$58,140 per year. Exceptional performers can earn in excess of \$76,450.

Opportunities for advancement and promotion after entry-level employment are typically higher with an A.A.S. degree compared to certificates.

### Sources: FOCUS Online Career and Education Planning Systems.

[	Degree Name:	Multimedia and Web Design A.A.S.
	Degree or Program:	Computer Science
	Degree Type:	Associate of Applied Science Degree

#### Description:

This degree gives you a thorough knowledge of various multimedia software and scripting languages including graphics development, photo editing, video editing, creating 2D/3D animations, Web page design using HTML, JavaScript, PHP, MySQL, content management systems and social media.

Our degree in Multimedia and Web Design focuses on integrating various up-to-date software and scripting languages to create a broad base in the field, preparing you for multiple career opportunities.

General Educat Must Include:	tion Requirements			24-25
	COURSE NUMBER	COURSE NAME	CRE HOL	
Mathematics	Any MAT 105,121, or higher	Applied Math, Intermediate Algebra or higher	3-4	
Communication	ENG 101 ENG 115 SPE 101	English Composition I Technical Writing Oral Communication	3 3 3	
Social Science	HIS 101 HIS 102 HIS 115 HIS 270 POL 101 or POL 102	U.S. History to 1877 U.S. History Since 1877 U.S. History Since 1945 History of Missouri American Government State & Local Government	3	
Natural Science		Any BIO, CHM or PHY	3	
Humanities	CPT/BUS 105	Computer/Business Ethics	3	
Elective	CPT 115	Introduction to Data Processing	3	
CORE COURSE	REQUIREMENTS MU	IST INCLUDE:		33
	CPT/BTC(BAS)103	Microcomputer Applications	3	
	CPT 106	PC Operating Systems	3	
	CPT 121	Basics of Data Communications	3	
	CPT 165	Programming Logic	3	
	CPM 120	Windows Multimedia	3	
	CPM 170	Computer Graphics (Adobe Illustrator)	3	
	CPM 160	Introduction to HTML	3	
	CPM 210	Digital Photo Editing (Adobe Photoshop)	3	
	CPM 250	Web Animation (Adobe Flash)	3	

Web Design C.A.Web Development C.S.

### **Program Contact**

Jane O'Donnell 636-922-8594 jodonnell@stchas.edu

### **Office Coordinator**

Ginny Tiller 636-922-8334 gtiller@stchas.edu

### Office Info

#### **Office Hours**

7:30 a.m.-4 p.m. Monday-Friday

**Office Location** 

Technology Building, Room 105

#### Office Phone Number

636-922-8334

#### Multimedia and Web Design A.A.S. | SCC Degree

	CPM 251	E-Learning Development Capstone	3	
	CPM 260	Content Management Systems (Word Press)	3	
ELECTIVE COU	RSES-choose three			8-9
	CPM 190	Dynamic Programming Languages	3	
	CPM 215	Fireworks	2	
	CPM 220	3 D Animation (Sketchup)	3	
	CPM 230	Social Media Marketing for the Web	3	
	CPM 240	Web Design (Adobe Dreamweaver)	3	
	CPM 270	Digital Video Editing (Premiere/AfterEffects)	3	
	CPM 280	JavaScript	3	
	CPM 290	Topics in Multimedia	3	
	CPT 160	Mobile Apps Development	3	
	CPT 250	Database Programming (SQL)	3	
TOTAL REQUIR	ED HOURS			65-67

### Courses by Semester

FALL SEMESTER			1
COURSE NUMBER	COURSE NAME	СН	
CPT 115	Introduction to Data Processing	3	
CPT 106	PC Operating Systems	3	
CPT 103	Microcomputer Applications Using MS Office	3	
ENG 101	English Composition I*	3	
MAT 121 or MAT 105	Intermediate Algebra* or Applied Mathematics	3	
SPRING SEMESTER			1
COURSE NUMBER	COURSE NAME	СН	
CPT 121	Basics of Data Communication *1	3	
CPM 170	Computer Graphics (Illustrator)	3	
CPT 165	Computer Programming Logic	3	
CPM 160	HTML#	3	
CPM 120	Windows Multimedia	3	
FALL SEMESTER			1
COURSE NUMBER	COURSE NAME	СН	
CPT 105	Computer Ethics	3	
CPM 210	Digital Photo Editing	3	
CPM 250	Web Animation (Flash)	3	
ENG 115	Technical Writing*	3	
	CPM Electives	6	
SPRING SEMESTER			1
COURSE NUMBER	COURSE NAME	СН	
SPE 101	Oral Communications	3	
	HIS or POL**	3	
	Natural Science**	3	
CPM 251	E-Learning Development*4	3	
CPM 260	CMS (WordPress)	3	1

	CPM Elective	3	
Choose T	hree of the Following:		
CPM 240	Web Design (Dreamweaver)		3
CPM 220	Animation & Design (SketchUp)*I*3		3
CPM 215	Fireworks (8 week course-2nd 8 weeks)*3		2
CPM 190	Dynamic Programming Languages*I*3		3
CPM 230	Social Media Marketing*2		3
CPM 270	Digital Video Editing (Adobe Premiere)		3
CPT 250	Database Programming* 1*4*6		3
CPM 280	Multimedia Programming (Java Script)*I*4		3
CPM 290	Topics in Multimedia+		3
CPT 160	Mobile Apps Development*4		3

The Academic Skills Assessment is required before enrolling in math or English courses. If a student places into lower-level courses than are required for his/her degree, then the student needs to first enroll in lower-level courses before enrolling in the courses needed for graduation.

The student earning an Associate of Applied Science degree needs to be aware that the courses taken for the degree are specifically designed to help in obtaining employment after earning the degree and are not designed for transfer to a four-year institution. If the student wants to transfer courses, then the Associate of Arts degree should be pursued.

\*\*Courses that will fulfill the graduation requirements for general education electives, social science, natural science and humanities are listed in the "Associate of Applied Science Degree Graduation Requirements" in the college catalog.

+CPM 290 (Topics in Multimedia) independent study course for students who want to study multimedia in depth, needs appropriate prerequisite and instructors permission.

\*1 online course only

\*2 nights only

\*3 FA only

\*4 SP only

\*5 not available at this time

\*6 odd years only

\*7 even years only

Contact Information: Jane O'Donnell iodonnell@stchas.edu, 636-922-8594

If you have specific questions about additional computer information, contact the Computer Science Department in TECH 105.



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### Degree Info.

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- Graduation Requirements
- High School Articulation Agreements

Home » Academics » College Catalog » Degrees & Certificates » Network Security A.A.S.

#### **Network Security A.A.S.**

### What Is Computer Networking?

Computer networking is an engineering discipline that aims to study and analyze communication among various computing devices or computer systems that are linked, or networked together to exchange information and share resources.

#### Occupation Overview

Computer network professionals help manage the flow of information between two or more linked computers. They install and test computer and communications media, hardware and software and assist network administrators in the operations of computer hardware, software and communication devices that link computers and remote terminals.

They install, test and debug new network software and hardware. They write documentation and instructions for proper use of the network and help users who need guidance or run into problems.

They help network managers in the evaluation of new applications for use on the network and help install and test software that protects the security of information stored in a network system. They evaluate and install software to guard against computer viruses.

#### Learn more from SCC Career Services

### Computer Networking Careers

SCC graduates are employed in a broad range of careers including, but not limited to: network engineer, network administrator, systems engineer, technical engineer, data security analyst, systems security administrator, network security engineer, desktop support analyst, systems administrator, help desk assistant, PC technician and IT consultant.

### Occupational Outlook

Employment of computer network architects is projected to grow 15 percent through 2022, faster than the average for all occupations. Demand for computer network professionals will increase as firms continue to expand wireless and mobile networks.



Salary Outlook

\$171,250

2015 salary projections: Data security

analysts \$106,250-\$149,000; systems

security administrators \$100,000-\$140,250;

network security administrators \$99,250-

\$138,500; network security engineers

\$105,000-\$141,500; and information

systems security manager \$122,250-

Sources: FOCUS Online Career and

Education Planning Systems and Bureau of





Computer Science - Networking

### Related Degrees/ Certificates

- Computer Programming A.A.S.
- Computer Science Transfer Program Schedule Guide
- Computer Security C.S.
- Cyber Security A.A.S.
- Data Management C.A.
- Database Management A.A.S.
- Management Information Systems A.A.S.
- Multimedia and Web Design A.A.S.
- Multimedia C.A.
- Multimedia C.S.
- Networking A.A.S.
- Networking C.A.
- Programming Languages C.A.
- Web Design C.A.
- Web Development C.S.

### **Program Contact**

Michael Fuszner 636-922-8322 mfuszner@stchas.edu

**Office** Coordinator

#### Labor Statistics

Salary information: Robert Half Technology 2015 Salary Guide

Degree Name:	Network Security A.A.S.
Degree or Program:	Computer Science
Degree Type:	Associate of Applied Science Degree

#### Description:

Computer networking programs at St. Charles Community College provide hands-on, skills-based training in state-of-the-art classroom labs. The Cisco Networking Academy, Microsoft Academy, EC-Council Authorized Training Center, VMware IT Academy and A+ programs prepare you for the corporate workplace and industry certifications. Learn how to configure, manage, troubleshoot and secure network workstations, servers, routers, switches and networks.

General Educat	tion Requirements:			25
	COURSE NUMBER	COURSE NAME	CRE HOU	
Mathematics	MAT 121	Intermediate Algebra	4	
Communication	ENG 101 ENG 102 or ENG 115 or ENG 125 SPE 101	English Composition I English Composition II or Technical Writing or Business Writing Oral Communication	3 3 3	
Social Sciences	Pick one: HIS 101 HIS 102 HIS 115 HIS 270 POL 101 POL 102	US History to 1877 US History Since 1877 US History Since 1945 History of Missouri American Government State & Local Government	3	
Natural Science	Any BIO or CHM or PHY		3	
Humanities	CPT 105	Computer Ethics	3	
Elective	BTC(BAS)CPT 103	Microcomputer Applications	3	
CORE COURSE	REQUIREMENTS M	UST INCLUDE:		45
	CPC 107	A+ (Computer Repair & Maintenance)	5	
	CPC 170	CCNA1	5	
	CPC 171	CCNA2	5	
	CPC 172	CCNA3	5	
	CPC 173	CCNA4	5	
	CPC 245	CCNA Security	5	
	CPC 180	Introduction to UNIX/Linux	3	
	CPC 260	UNIX/Linux Administration	3	
	CPC 160	Security Fundamentals	3	
	CPC 161	Computer Forensics	3	
	CPC 162	Ethical Hacking	3	
	RED HOURS			70

COURSE NAME

English Composition I

US History to 1877

CH

3

3

Ginny Tiller 636-922-8334 gtiller@stchas.edu

### **Office Info**

#### **Office Location**

Technology Building, Room 105

#### **Office Phone Number**

636-922-8322

COURSE NUMBER

ENG 101

HIS 101 or

HIS 102 or HIS 115 or HIS 270 or POL 101 or POL 102	US History Since 1877 US History Since 1945 History of Missouri American Government State & Local Government		
CPC 107	A+ (Computer Repair & Maintenance)	5	
CPC 160	Security Fundamentals	3	
CPC 180	Introduction to UNIX/Linux	3	
SECOND SEMESTER			17
COURSE NUMBER	COURSE NAME	СН	
ENG 102 or ENG 115 or ENG 125	English Composition II Technical Writing Business Writing	3	
MAT 121	Intermediate Algebra	4	
CPC 170	CCNA1	5	
CPC 171	CCNA2	5	
THIRD SEMESTER			19
COURSE NUMBER	COURSE NAME	СН	
SPE 101	Oral Communication	3	
Any BIO, CHM, PHY		3	
CPC 172	CCNA3	5	
CPC 173	CCNA4	5	
CPC 161	Ethical Hacking	3	
FOURTH SEMESTER			17
COURSE NUMBER	COURSE NAME	СН	
CPT 105	Computer Ethics	3	
CPT 103	Microcomputer Applications	3	
CPC 245	CCNA Security	5	
CPC 260	UNIX/Linux Administration	3	
CPC 162	Ethical Hacking	3	



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- Graduation Requirements
- High School Articulation Agreements

Home » Academics » College Catalog » Degrees & Certificates » Networking A.A.S.

#### Networking A.A.S.

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They install, test and debug new network software and hardware. They write documentation and instructions for proper use of the network and help users who need guidance or run into problems.

They help network managers in the evaluation of new applications for use on the network and help install and test software that protects the security of information stored in a network system. They evaluate and install software to guard against computer viruses.

#### Learn more from SCC Career Services

### Computer Networking Careers

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### Occupational Outlook

Employment of computer network architects is projected to grow 15 percent through 2022, faster than the average for all occupations. Demand for computer network professionals will increase as firms continue to expand wireless and mobile networks.



# Apply now!

FIND OUT MORE! about SCC Department

Computer Science - Networking

### Related Degrees/ Certificates

• Networking C.A.

### **Program Contact**

Michael Fuszner 636-922-8322 mfuszner@stchas.edu

### Office Coordinator

Ginny Tiller 636-922-8334 gtiller@stchas.edu

### Office Info

#### Office Location

Technology Building, Room 105

Office Phone Number

### Salary Outlook

2015 salary projections: Computer network administrators \$71,250-\$105,750; network engineers \$90,750-\$131,250; system engineers \$80,250-\$114,750; and desktop support analysts \$52,000-\$77,000.

Sources: FOCUS Online Career and Education Planning Systems and Bureau of Labor Statistics

Salary information: Robert Half Technology 2015 Salary Guide

Degree or Prog			vorking			
Degree Type:		Asso	Associate of Applied Science Degree			
skills-based trair Microsoft Acade industry certifica	ning in state my and A+ tions. Learr	-of-the-arl programs how to ce	Charles Community College prov t classroom labs. The Cisco Network prepare you for the corporate wo configure, manage and troublesho tches. Learn how to properly sec	vorking A rkplace ot netwo	Acade and ork	n
			how to repair and troubleshoot	PCs.		
General Educat	•				25	
	COURSE	NUMBER	COURSE NAME	CRE HOU		
Mathematics	MAT 121		Intermediate Algebra	4		
Communication	ENG 101 ENG 102 c ENG 115 c ENG 125 SPE 101		English Composition I English Composition II or Technical Writing or Business Writing Oral Communication	3 3 3		
Social Science	Pick one: HIS 101 HIS 102 HIS 115 HIS 270 POL 101 POL 102		US History to 1877 US History Since 1877 US History Since 1945 History of Missouri American Government State & Local Government	3		
Natural Science	Any BIO, C PHY	CHM or		3		
Humanities	CPT 105		Computer Ethics	3		
Elective	BTC(BAS)	CPT 103	Microcomputer Applications	3		
CORE COURSE	REQUIRE	MENTS M	UST INCLUDE:		45	
	CPC 107		A+ (Computer Repair & Maintenance)	5		
	CPC 125		Windows Desktop Operating Systems	3		
	CPC 202		Windows Server & Active Directory	5		
	CPC 180		Introduction to UNIX/Linux	3		
	CPC 260		UNIX/Linux Administration	3		
	CPC 170		CCNA1	5		
	CPC 171		CCNA2	5		
	CPC 172		CCNA3	5		
	CPC 173		CCNA4	5		
	CPC 290		Virtualization Technologies	3		
	CPC 299		New Technologies	3		
TOTAL REQUIR		6			70	
Courses by	/ Seme	ster				
FIRST SEMEST	ER					
COURSE NUME	BER	COURSE	NAME		СН	t

US History Since 1877

US History Since 1945

History of Missouri

HIS 102 or

HIS 115 or

HIS 270 or

#### Networking A.A.S. | SCC Degree

POL 101 or POL 102	American Government State & Local Government		
CPC 107	A+ (Computer Repair & Maintenance)	5	
CPC 125	Windows Desktop Operating Systems	3	
CPC 180	Introduction to UNIX/Linux	3	
SECOND SEMESTER			18
COURSE NUMBER	COURSE NAME	СН	
ENG 102 or ENG 115 or ENG 125	English Composition II Technical Writing Business Writing	3	
MAT 121	Intermediate Algebra	4	
CPC 202	Windows Server & Active Directory	5	
CPC 260	UNIX/Linux Administration	3	
CPC 299	New Technologies	3	
THIRD SEMESTER			19
COURSE NUMBER	COURSE NAME	СН	
SPE 101	Oral Communication	3	
Any BIO, CHM, PHY		3	
CPC 170	CCNA1	5	
CPC 171	CCNA2	5	
CPC 290	Virtualization Technologies	3	
FOURTH SEMESTER			16
COURSE NUMBER	COURSE NAME	CH	
CPT 105	Computer Ethics	3	
CPT 103	Microcomputer Applications	3	
CPC 172	CCNA3	5	
CPC 173	CCNA4	5	-



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### Degree Info.

The Associate of Applied Science Degree is awarded to students completing the requirements of one of the career-technical programs. Although this is not intended to be a transfer degree, some courses do transfer to four-year institutions.

- Graduation Requirements
- High School Articulation Agreements

Home » Academics » College Catalog » Degrees & Certificates » Law Enforcement

#### Law Enforcement A.A.S.



## What Is Law Enforcement A.A.S.?

This associate degree program prepares individuals to perform the duties of police and public security officers, including patrol and investigative activities, traffic control, crowd control and public relations, witness interviewing, evidence collection and management, basic crime prevention methods, weapon and equipment operation and maintenance, report preparation and other routine law enforcement responsibilities.

#### Occupation Overview

Criminal justice graduates with an A.A.S degree may enter the protective service field, which includes jobs in law enforcement.

#### Occupational Outlook

Because of the multitude of careers in this field, the outlook is varied. Positions that have a bright outlook in the criminal justice field include compliance officers, customs inspectors, law clerks and sheriffs. These positions are projected to experience rapid increases in employment with large numbers of job openings over the next several years or are new and emerging occupations in high-growth industries.





### FIND OUT MORE! about SCC Success Story

#### John Ayres

"Professor Van Mierlo's class was a great learning experience. Since he is a lawyer, he sees both sides of criminology."

#### Full Story

### Department

Criminal Justice

### Related Degrees/ Certificates

- Criminal Justice Transfer Program Schedule Guide
- Law Enforcement C.A.

### **Program Contact**

David Van Mierlo 636-922-8253 dvanmierlo@stchas.edu

### **Office** Coordinator

Margaret O'Dea 636-922-8398 modea@stchas.edu

#### Learn more from SCC Career Services

#### **Criminal Justice Careers**

SCC graduates with an Associate of Applied Science (A.A.S.) degree in criminal justice are employed in a broad range of careers including, but not limited to: bailiff, border patrol agent, compliance officer, correction officer, court administrator, court clerk, court reporter, criminal investigator, customs inspector, harbor, lake and

### Salary Outlook

In the state of Missouri, employees working in the criminal justice field earn a mean average of \$37,200 per year, depending on education, experience and employer. Source: Bureau of Labor Statistics

According to the U.S. Department of Labor, earnings increase significantly as a worker's degree of education rises. waterways police, highway patrol pilot, immigration inspector, jailer, law clerk, narcotics investigator, police and detectives supervisor, police artist, police identification and records officer, police officer, sheriff and warden.

Degree Name:	Law Enforcement A.A.S.
Degree or Program:	Criminal Justice
Degree Type:	Associate of Applied Science Degree

#### Description:

This program is planned for three types of students:

- Those who plan to work with law enforcement agencies.
- Those already employed as officers who wish to advance in their jobs.
- Those preparing for advanced study in police management, criminology or social welfare.

SCC offers both the Associate of Applied Science-Law Enforcement Option outlined here and the Associate of Arts with a criminal justice emphasis. The A.A.S. will help students obtain employment in the law enforcement area of the criminal justice system. The A.A. is a transfer program for students who plan to pursue a bachelor's degree at a four-year college or university.

The college grants up to 15 credit hours toward the A.A.S. degree for students who already have completed the 1000-hour course at Eastern Missouri law Enforcement Training Academy. These credit hours will be granted at the completion of all the other A.A.S. degree requirements. See an academic advisor if you have attended or plan to attend the academy.

General Educat	General Education Requirements:			24-25
	COURSE NUMBER	COURSE NAME	CREDIT HOURS	
Mathematics	MAT 105 or higher	Applied Math or higher	3-4	
Communication	ENG 101 ENG 102 or ENG 125 SPE 101	English Composition I English Composition II (recommended) or Business Writing Oral Communication	3 3 3	
Social Science	HIS 101 or HIS 102 or HIS 115 or HIS 270 or POL 101 or POL 102	U.S. History to 1877 or U.S. History Since 1877 or U.S. History Since 1945 or History of Missouri or American Government or State & Local Government	3	
Natural Science		Any BIO, CHM, or PHY	3	
Humanities		Any Humanities (PHL 102 - Intro to Logic is recommended)	3	
Elective	BTC/CPT 103	Microcomputer Applications	3	
CORE COURSE	REQUIREME	NTS MUST INCLUDE:		23-28
	CRJ 140	Introduction to Criminal Justice	3	
	CRJ 170	Criminal Law & Procedures ^	3	
	CRJ 171	Rules of Evidence ^^	3	
	CRJ 175	Criminology	3	
	CRJ 201	Criminal Justice: Politics & Policy ^^	3	
	CRJ 205	Juvenile System	3	
	SOC 101	Introduction to Sociology	3	
	CRJ 265	Internship I	1-6	

### **Office Info**

#### Office Hours

7:45 a.m.-4:15 p.m. Monday-Friday

#### **Office Location**

Social Sciences Building, Room 1104

#### **Office Phone Number**

636-922-8398

	CRJ 298	Criminal Justice Capstone	1	
Law Enforc	ement Option (S	Select from the Following)		15
	CRJ 101	Introduction to Victimology ^	3	
	CRJ 103	Addictive Disease Concepts ^	3	
	CRJ 104	Treatment Alcohol & Drugs ^^	3	
	CRJ 110	Criminal Investigations	3	
	CRJ 202	Correctional Institutions	3	
	CRJ 210	Crime Victimization ^^	3	
	CRJ 224	Constitutional Law ^	3	
	CRJ 230	Crisis Intervention ^^	3	
	CRJ 240	Probation and Parole ^^	3	
	CRJ 250	Police Administration ^	3	
	CRJ 260	Police and Community Relations ^^	3	
	CRJ 266	Internship II	1-6	
	CRJ 280	Comparative CRJ & Criminology	3	
	CRJ 290	Special Topics	1-3	
	CRJ 291	Mock Trial	1-3	
	CRJ 292	Mock Trial Competition	1-3	
TOTAL REG	UIRED HOURS			62-6

#### Contact Information: Dave Van Mierlo 636-922-8253 dvanmierlo@stchas.edu

\*The Academic Skills Assessment is required before enrolling in a math or English course. If a student places into lower-level courses that are required for the degree, then the student must first enroll in lower-level courses before enrolling in the courses required for graduation.

\*\* Other writing courses may be substituted for English 102, but if the student plans to transfer to a four-year institution, then English 102 should be taken.

+Courses that will fulfill the graduation requirements for General Education electives, English, Social Science and Natural Science are listed in the Associate of Applied Science Degree Graduation Requirements.

^ Fall only

^^ Spring only

Courses by Semester

FIRST SEMESTER			15
COURSE NUMBER	COURSE NAME	СН	
CRJ 140	Intro to Criminal Justice	3	
Social Sciences	HIS 101, or 102, or 115, or 270, or POL 101, or 102+	3	
ENG 101	English Composition I *	3	
SOC 101	Intro to Sociology+	3	
CRJ 170 Criminal Law & Procedure ^ 3			
SECOND SEMESTER			15-16
COURSE NUMBER	COURSE NAME	СН	
ENG 125 or ENG 102	Business Writing or English Composition II * **	3	
MAT 105	Applied Math or higher *	3-4	
CRJ 171 Rules of Evidence ^^		3	
CRJ 175 Criminology 3			
CRJ 205	Juvenile System	3	

#### Law Enforcement A.A.S. | SCC Degree

THIRD SEMESTER			18
COURSE NUMBER	COURSE NAME	СН	
SPE 101	Oral Communication	3	
Natural Science	Any BIO, CHM, PHY +	3	
	Pick from above CRJ Electives	9	
Humanities	Any Humanities PHL 102 recommended	3	
FOURTH SEMESTER			14-19
COURSE NUMBER	COURSE NAME	СН	
CRJ 201	Criminal Justice: Politics & Policy ^^	3	
	CRJ Electives	6	
BTC/CPT 103	Microcomputer Applications	3	
CRJ 265	Internship I	1-6	
CRJ 298	Capstone	1	
Total Hours Required for Graduation			62-68



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US History since 1945 OR

American Government

Essentials of Biology

Fine Arts Elective

Essentials of Biology Lab

Introduction to Psychology

Foundations of Education

Child Psychology OR

Adolescent Psychology

Technology for Teachers

Literature for Children OR

Child Growth and Development I OR

Child Growth and Development II OR

- The Associate of Applied Science Degree is awarded to students completing the requirements of one of the career-technical programs. Although this is not intended to be a transfer degree, some courses do transfer to four-year institutions.
  - Graduation Requirements
  - High School Articulation Agreements

EDU 240 Educational Psychology

HIS 115 OR

POL 101

**BIO 105** 

BIO 106

PSY 101

EDU 211

CDC 112 OR

CDC 113 OR

PSY 201 OR

EDU 225 OR

PSY 215

EDU 220

CORE COURSE REQUIREMENTS MUST INCLUDE:

- Program A.A.T.Secondary Education Transfer
- Secondary Education Transfe Program A.A.T.

### **Program Contact**

Nicole Nunn-Faron 636-922-8242 nnunnfaron@stchas.edu

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### Office Coordinator

Phyllis Marchand 636-922-8496 phyllis\_marchand@stchas.edu

### Office Info

Office Hours 8 a.m.-4:30 p.m.

Natural

Science

Elective

Humanities

	EDU 242	Art for Children	3	
	EDU 250 OR CDC 107	Education of Exceptional Learners OR Introduction to Young Children with Special Needs	3	
	EDU 285	Teaching Profession with Field Experience	3	
	EDU 280	Practicum for Paraprofessionals	2	
ELECTIVE COU	JRSES: Choose on	e of the following		3
	EDU 244	Physical Education for the Elementary Grades	3	
	EDU 246	Music for Children	3	
	CDC 102	Creative Activities and Play for Young Children	3	
	CDC 201	Cognitive Activities and STEM for Young Children	3	
	CDC 207	Curriculum and Materials for Young Children with Special Needs	3	
OPEN ELECTIVE COURSES: Courses may not count more than once - so any				6

#### Monday-Friday

#### **Office Location**

ADM 2242

#### **Office Phone Number**

636-922-8496

## OPEN ELECTIVE COURSES: Courses may not count more than once - so any courses counted as an open elective may not have already been taken/counted toward this degree.

	Any EDU of CDC	May take up to any two (2) EDU or CDC	6	
	course not already	courses not already taken and counted		
	taken	toward degree		
	PSY 201	Child Psychology	3	
	PSY 210	Human Growth and Development	3	
	PSY 215	Adolescent Psychology	3	
TOTAL REQUIR	RED HOURS			60

\* The Academic Skills Assessment is required before enrolling in a Math or English course. If a student places into lower level courses than are required for the degree, then the student must first enroll in lower level courses before enrolling in the courses required for graduation.

#### Courses by Semester

FIRST SEMESTER			15
COURSE NUMBER	COURSE NAME	СН	
MAT 108	Understanding K-8 Math*	3	
EDU 285	Teaching Profession w/Field Experience	3	
ENG 101	English Composition I*	3	
EDU 225 or CDC 103	Literature for Children or Literacy and Literature for Young Children	3	
PSY 101	Introduction to Psychology	3	
SECOND SEMESTE	R		16
COURSE NUMBER	COURSE NAME	CH	
ENG 102 or ENG 115 or ENG 125	English Composition II Technical Writing Business Writing	3	
BIO 105 BIO 106	Essentials of Biology Essentials of Biology Lab	3 1	
EDU 211	Foundations of Education	3	
EDU 240	Educational Psychology	3	
EDU 242	Art for Children	3	
THIRD SEMESTER			15
COURSE NUMBER	COURSE NAME	CH	

#### Paraprofessional/Substitute Teacher A.A.S. | SCC Degree

SPE 101	Oral Communications	3	
Elective	Pick one from above elective courses	3	
CDC 112 or CDC 113 or PSY 201 or PSY 215	Pick one: Child Growth and Development I or Child Growth and Development II or Child Psychology or Adolescent Psychology	3	
EDU 220	Technology for Teachers	3	
EDU 250 or CDC 107	Education of Exceptional Learners or Introduction to Young Children with Special Needs	3	
FOURTH SEMESTER			14
COURSE NUMBER	COURSE NAME	СН	
EDU 280	Practicum for Paraprofessionals	2	
HIS 101 or HIS 102 or HIS 115 or POL 101	US History to 1877 or US History since 1877 or US History since 1945 or American Government	3	
Open Electives	Pick two from the list above	6	
Elective	Fine Arts Elective	3	



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### Degree Info.

The Associate of Applied Science Degree is awarded to students completing the requirements of one of the career-technical programs. Although this is not intended to be a transfer degree, some courses do transfer to four-year institutions.

- Graduation Requirements
- High School Articulation Agreements

### Home » Academics » College Catalog » Degrees & Certificates » Emergency Medical Science A.A.S.

#### **Emergency Medical Science A.A.S.**

Degree Name:	Emergency Medical Science A.A.S.
Degree or Program:	Emergency Medical Science
Degree Type:	Associate of Applied Science Degree

#### Description:

**General Education Requirements:** 

The Associate of Applied Science in Emergency Medical Science is the result of formal agreements between St. Charles Community College and Respond Right EMS Academy (REMSA) Educational Division, as well as an agreement between St. Charles Community College and St. Charles County Ambulance District (SCCAD). The college grants 30 credit hours toward the A.A.S. degree for students who submit proof of passing the National Registry of Emergency Medical Technicians (NREMT) Exam. These credit hours will be granted at the completion of all the other A.A.S. degree requirements. See an academic advisor if you have or plan to take the NREMT Exam. Students may begin taking the additional hours required at SCC at any time but will only be awarded the additional 30 hours when the above requirement is met.

	COURSE NUMBER	COURSE NAME	CREDIT HOURS
Mathematics	MAT 105 or MAT 121	Applied Math or Intermediate Algebra	3 or 4
Communication	ENG 101 Any LIT SPE 101	English Composition I Any LIT Oral Communications	3 3 3
Social Science	HIS 101 or HIS 102 or HIS 115 or POL 101 or POL 102	US History to 1877 US History since 1877 US History Since 1945 American Government State & Local Government	3
Natural Science	CHM 101/103	Introduction to Chemistry & Laboratory	4
Humanities	PHL 160	Ethics	3
Elective	BTC(BAS)CPT 103 PSY 101 PSY 216	Microcomputer Applications Introduction to Psychology Abnormal Psychology	3 3 3

#### CORE COURSE REQUIREMENTS MUST INCLUDE: \*

This requirement is fulfilled by submitting proof of passing the National Registry of Emergency Medical Technicians (NREMT) Exam. These credit hours will be granted at the completion of all the other A.A.S. degree requirements.

TOTAL REQUIRED HOURS



## about SCC Department

Nursing

31-

32

### Office Coordinator

Denise Lammers 636-922-8280 dlammers@stchas.edu

### Office Info

#### **Office Hours**

8 a.m.-4:30 p.m. Monday-Friday. Hours may vary during summer – please call to confirm.

#### **Office Location**

Center for Nursing and Allied Health Sciences, Suite 102

#### **Office Phone Number**

636-922-8280

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61-62

# The Academic Skills Assessment Test or appropriate ACT score is required before

enrolling in Math or English courses. If a student places into courses lower than those required for his/her degree, those courses need to be completed before enrolling in the required courses.

\* 30 credit hours awarded for completion of Respond Right EMS Academy Paramedic EMT-P Program or St. Charles County Ambulance District EMT-P Program. Documentation of certification is required before the AAS Degree will be awarded.

**Courses by Semester** 

FIRST SEMESTER			16
COURSE NUMBER	COURSE NAME	СН	
CHM 101/103	Intro to Chemistry and Lab	4	
ENG 101	English Composition I	3	
CPT 103	Microcomputer Applications	3	
MAT 105 or MAT 121	Applied Math or Intermediate Algebra	3	
PSY 101	Introduction to Psychology	3	
SECOND SEMESTER			15
COURSE NUMBER	COURSE NAME	СН	
PHL 160	Ethics	3	
HIS 101 or HIS 102 or HIS 115 or POL 101 or POL 102	US History to 1877 US History since 1877 US History Since 1945 American Government State & Local Government	3	
SPE 101	Oral Communications	3	
PSY 216	Abnormal Psychology	3	
LIT	Any LIT course	3	

For more information about the **Respond Right Program** contact: Donna Weiss, AAS Firefighter/Paramedic Director of EMS Education Respond Right EMS Academy 7491 Mexico Road St. Peters, MO 63376 Office: 314-713-1645 Fax: 888-859-9304 www.respondright.com donna@respondright.com For more information about **St. Charles County Ambulance District** contact:

Becky Price, Training Center Administrative Assistant St. Charles County Ambulance District 4169 Old Mill Parkway St. Peters, MO 63376 Office: 636-344-7663 Fax: 636-447-9060 www.sccad.com bprice@sccad.com

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## Degree Info.

The Associate of Applied Science Degree is awarded to students completing the requirements of one of the career-technical programs. Although this is not intended to be a transfer degree, some courses do transfer to four-year institutions.

- Graduation Requirements
- High School Articulation Agreements

Home » Academics » College Catalog » Degrees & Certificates » General Technology A.A.S.

## General Technology A.A.S.

Degree Name:	General Technology A.A.S.
Degree or Program:	General Technology
Degree Type:	Associate of Applied Science Degree
Description:	

This degree program provides a broad scope of technical skills applicable to technician employment in appropriate industry or service companies. A core foundation including computer hardware/software applications, math, science, CAD and electronics is combined with specialized study areas relative to student/employer interest. Program opportunities exist for graduates as entry level technicians or for skill advancement of currently employed personnel in technical fields.

General Educat	tion Requirements*			32- 35
	COURSE NUMBER	COURSE NAME	CRE HOL	
Mathematics	MAT 150 and MAT 162 or MAT 171	Trigonometry <b>and</b> College Algebra-STEM <b>or</b> Pre-Calculus Math	3 4 or 6	
Communication	ENG 101 ENG 115 or 125 SPE 101	English Composition I Technical Writing or Business Writing Oral Communication	3 3 3	
Social Science	HIS 101 or 102 or 115 or 270 or POL 101 or 102	US History or American Government	3	
Natural Science	CHM 115 or PHY 150/153	General Chemistry I or Physics I and Lab	5 <b>or</b> 4	
Elective	CPT/BTC(BAS) 103 Any 2 general electives	Microcomputer Applications any course 100 level or higher	3 6	
CORE COURSE	E REQUIREMENTS* MUST INCLU	DE:		12
	ETC 101	Fundamentals of Electronics	3	
	CDM 103	Introduction to CAD Systems	2	
	CPT/BAS 103 or CPT 106	Microcomputer Applications or PC Operating Systems	3	
	BUS 204	Total Quality Operations	3	



# FIND OUT MORE! about SCC

		Management		
	EGR 100	Introduction to Engineering	1	
Program N	lajor Concentration			25
	s, Networking, Telecommunio courses of student's interest	cations, CAD, etc., including 200 le	evel	
ELECTIVE	COURSES*			3
	y, management, computers, o student's interests and nee	graphic design, multimedia, and neds.)	nore	
TOTAL RE	QUIRED HOURS			72- 75
		o another institution, please conta inator for more specific requireme partment chair David Niermann at	nts.	0



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## Degree Info.

The Associate of Applied Science Degree is awarded to students completing the requirements of one of the career-technical programs. Although this is not intended to be a transfer degree, some courses do transfer to four-year institutions.

- Graduation Requirements
- High School Articulation Agreements

Home » Academics » College Catalog » Degrees & Certificates » Occupational Therapy Assistant A.A.S.

## **Occupational Therapy Assistant A.A.S.**

Degree Name:	Occupational Therapy Assistant A.A.S.
Degree or Program:	Health
Degree Type:	Associate of Applied Science Degree

#### Description:

The Occupational Therapy Assistant program is accredited by the Accreditation Council for Occupational Therapy Education (ACOTE) of the American Occupational Therapy Association (AOTA), located at 4720 Montgomery Lane, Suite 200, Bethesda, MD 20814. AOTE's phone number c/o 301-652-AOTA and its Web address is www.acoteonline.org. Graduates will be able to sit for the national certification examination for the occupational therapy assistant administered by the National Board for Certification in Occupational Therapy (NBCOT). After successful completion of this exam, the individual will be a certified occupational therapy assistant (COTA). Many states, including Missouri, require licensure in order to practice; however, state licenses are usually based on the results of the NBCOT certification examination.

Note: Clinical facilities require criminal background checks, drug screenings, child abuse

clearance checks, etc. in order for students to participate in fieldwork activities and rotations. A felony conviction may affect a graduate's ability to sit for the NBCOT

certification examination and/or may prevent an individual from obtaining a license to practice. Student may wish to contact the program coordinator for additional information

prior to enrolling in a program of study. Information obtained through various screening

Note: All OTA students must complete Level II fieldwork within 18 months following

English Composition I

Technical Writing or

**Oral Communications** 

Intro to Psychology

Human Growth & Development

History/ Political Science

Anatomy & Physiology I

ENG 102 English Composition II or

procedures may prevent entry into the OTA program.

COURSE COURSE NAME

ENG 115 Business Writing

completion of academic preparation.

**General Education Requirements** 

or

or

**ENG 125** 

SPE 101

PSY 101

PSY 210

HIS/POL

240/243

BIO

Communication ENG 101

Social Science

Natural

Science

NUMBER



**FIND OUT MORE!** 

about SCC

# Department Occupational Therapy Assistant Program

Related Degrees/ Certificates

- Emergency Medical Science A.A.S.
- Health Information Management
- A.S.

35

CREDIT

HOURS

3

3

3

3

3

3

4

4

3

3

- Nursing A.S.
- Practical Nursing C.A.
- Pre-Health Professions Suggested Transfer Program (Medical, Dental, Optometry, Veterinary) Schedule Guide

## **Program Contact**

Francesca Woods 636-922-8638 fwoods@stchas.edu

## **Office Coordinator**

Denise Lammers 636-922-8280 dlammers@stchas.edu

Office Info

BIO<br/>241/244<br/>BIO 270Anatomy & Physiology II<br/>KinesiologyHumanitiesKinesiologyHumanitiesAny ART, BUS/CPT 105, DAN 196, 197, 198, 199,

#### Occupational Therapy Assistant A.A.S. | SCC Degree

		EDU 125, LIT, MUS, PHL, THE, or Foreign Language				
Elective	BTC/CPT 103	Microcomputer Applications			3	3
CORE COUR	SE REQUIRE	MENTS MUST INCLUDE:				
	OTA 100	Fundamentals of OTA I			4	4
	OTA 103	Adaptive Activities I			2	2
	OTA 102/112	Fundamentals of OTA II & Lab			2	4
	OTA 104/114	Adaptive Activities II & Lab			2	2
	OTA 203/213	Fundamentals of OTA III & Lab			Ę	5
	OTA 204/214	Fundamentals of OTA IV & Lab			4	4
	OTA 207/217	Health & Disease & Lab			4	4
	OTA 209	Health Occupations Seminar			2	2
	OTA 218	Adaptive Living Skills Lab			4	4
	OTA 210	OTA Practicum I			4	4
	OTA 211	OTA Practicum II			4	4
	OTA 298	OTA Capstone			•	1
TOTAL REQU	JIRED HOUR	S				
Courses by S	e is required	npleted (High School Biology or Equivalent) (BIO 240/243- Anatomy and Physiology I) ner Semester)	/	7		
Courses by S FIRST SEME COURSE	e is required	(BIO 240/243- Anatomy and Physiology I)	, ЭН	7		
Courses by S FIRST SEME COURSE NUMBER	e is required Gemester STER (Sumn COURSE NA	(BIO 240/243- Anatomy and Physiology I) ner Semester) ME C	ЖH	7		
Courses by S FIRST SEME COURSE NUMBER BIO 240/243	e is required Semester STER (Sumn COURSE NA Anatomy & F	(BIO 240/243- Anatomy and Physiology I) her Semester) ME Physiology I * 4	жH	7		
Courses by S FIRST SEME COURSE NUMBER BIO 240/243 ENG 101	e is required Gemester STER (Sumn COURSE NA Anatomy & F English Com	(BIO 240/243- Anatomy and Physiology I) her Semester) ME Physiology I * 4 position 3	жH			
Courses by S FIRST SEME COURSE NUMBER BIO 240/243 ENG 101 SECOND SE	e is required Semester STER (Sumn COURSE NA Anatomy & F English Com EMESTER (Fa	(BIO 240/243- Anatomy and Physiology I) her Semester) ME C Physiology I * 4 position 3 II Semester)	CH	7		
Courses by S FIRST SEME COURSE NUMBER BIO 240/243 ENG 101	e is required Gemester STER (Sumn COURSE NA Anatomy & F English Com	(BIO 240/243- Anatomy and Physiology I) her Semester) ME C Physiology I * 4 position 3 II Semester)	жH			
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COURSE NUMBER BIO 240/243 ENG 101 SECOND SE COURSE NUMBER BIO 270	e is required Gemester STER (Summ COURSE NA Anatomy & F English Com EMESTER (Fa COURSE NA Kinesiology * General Psyc	(BIO 240/243- Anatomy and Physiology I) Ther Semester) ME C Physiology I * 4 position 3 II Semester) ME C * 3				
Courses by S FIRST SEME COURSE NUMBER BIO 240/243 ENG 101 SECOND SE COURSE NUMBER BIO 270 PSY 101	e is required Gemester STER (Summ COURSE NA Anatomy & F English Com EMESTER (Fa COURSE NA Kinesiology * General Psyc	(BIO 240/243- Anatomy and Physiology I)       ner Semester)       MME       Physiology I *       position       3       III Semester)       MME       C       *       chology       a       polications				
Courses by S FIRST SEME COURSE NUMBER BIO 240/243 ENG 101 SECOND SE COURSE NUMBER BIO 270 PSY 101 CPT 103	e is required Gemester COURSE NA Anatomy & F English Com EMESTER (Fa COURSE NA Kinesiology * General Psyce Microcomput	(BIO 240/243- Anatomy and Physiology I)       ner Semester)       ME       Physiology I *       position       3       III Semester)       ME       *       chology       er Applications       is of OTA I				
Courses by S FIRST SEME COURSE NUMBER BIO 240/243 ENG 101 SECOND SE COURSE NUMBER BIO 270 PSY 101 CPT 103 OTA 100 OTA 103	e is required Semester STER (Sumn COURSE NA Anatomy & F English Com EMESTER (Fa COURSE NA Kinesiology * General Psyc Microcomput Fundamenta	(BIO 240/243- Anatomy and Physiology I)         ner Semester)         MME       C         Physiology I *       4         position       3         III Semester)       3         MME       C         *       3         chology       3         er Applications       3         is of OTA I       4         ivities I       2				
Courses by S FIRST SEME COURSE NUMBER BIO 240/243 ENG 101 SECOND SE COURSE NUMBER BIO 270 PSY 101 CPT 103 OTA 100 OTA 103	e is required Semester STER (Summ COURSE NA Anatomy & F English Com EMESTER (Fa COURSE NA Kinesiology * General Psyc Microcomput Fundamenta Adaptive Act	(BIO 240/243- Anatomy and Physiology I)         ner Semester)         ME       C         Physiology I *       4         position       3         III Semester)       3         ME       C         *       3         chology       3         er Applications       3         is of OTA I       4         ivities I       2         g Semester)       3		15		
Courses by S FIRST SEME COURSE NUMBER BIO 240/243 ENG 101 SECOND SE COURSE NUMBER BIO 270 PSY 101 CPT 103 OTA 100 OTA 103 THIRD SEME COURSE NUMBER	e is required Semester STER (Summ COURSE NA Anatomy & F English Com ENESTER (Fa COURSE NA Kinesiology * General Psyc Microcomput Fundamenta Adaptive Act ESTER (Sprin COURSE NA	(BIO 240/243- Anatomy and Physiology I)         ner Semester)         ME       C         Physiology I *       4         position       3         III Semester)       3         ME       C         *       3         chology       3         er Applications       3         is of OTA I       4         ivities I       2         g Semester)       3		15		
Courses by S FIRST SEME COURSE NUMBER BIO 240/243 ENG 101 SECOND SE COURSE NUMBER BIO 270 PSY 101 CPT 103 OTA 100 OTA 100 OTA 103 THIRD SEME COURSE NUMBER BIO 241/244	e is required Semester STER (Summ COURSE NA Anatomy & F English Com ENESTER (Fa COURSE NA Kinesiology * General Psyc Microcomput Fundamenta Adaptive Act ESTER (Sprin COURSE NA	(BIO 240/243- Anatomy and Physiology I)         ner Semester)         ME         Physiology I *         position         3         II Semester)         ME         C         *         3         chology         a         chology         a         chology         a         chology         a         chology         a         positions         a         wities I         g         g Semester)         ME         C         Physiology II **         position II or         iting or		15		
Courses by S FIRST SEME COURSE NUMBER BIO 240/243 ENG 101 SECOND SE COURSE NUMBER BIO 270 PSY 101 CPT 103 OTA 100 OTA 100 OTA 103 THIRD SEME COURSE NUMBER BIO 241/244 ENG 102 or ENG 115 or	e is required Semester STER (Summ COURSE NA Anatomy & F English Com EMESTER (Fa COURSE NA Kinesiology * General Psyc Microcomput Fundamenta Adaptive Act STER (Sprin COURSE NA Anatomy & F English Com Technical Wi Business Wr	(BIO 240/243- Anatomy and Physiology I)         ner Semester)         ME         Physiology I *         position         3         II Semester)         ME         C         *         3         chology         a         chology         a         chology         a         chology         a         chology         a         positions         a         wities I         g         g Semester)         ME         C         Physiology II **         position II or         iting or		15		

## **Office Hours**

8:00 a.m.-4:30 p.m. Monday-Friday. Hours may vary during summer – please call to confirm.

#### **Office Location**

Center for Nursing and Allied Health Sciences, Suite 102

#### **Office Phone Number**

636-922-8280

#### Occupational Therapy Assistant A.A.S. | SCC Degree

OTA 207/217	Health & Disease & Lab	4	
FOURTH SE	MESTER (Summer Semester)		9
COURSE NUMBER	COURSE NAME	СН	
HIS 101 or HIS 102 or HIS 115 or HIS 270 or POL 101 or POL 102	US History to 1877 US History since 1877 US History Since 1945 History of Missouri American Government State & Local Government	3	
PSY 210	Human Growth & Development	3	
SPE 101	Oral Communications	3	
FIFTH SEME	STER (Fall Semester)		18
COURSE NUMBER	COURSE NAME	СН	9
OTA203/213	Fundamentals of OTA III & Lab	5	
OTA204/214	Fundamentals of OTA IV & Lab	4	
OTA 218	Adaptive Living Skills Lab	4	
OTA 209	Health Occupations Seminar	2	
HUM	Any ART, BUS/CPT 105, DAN 196, 197, 198, 199, EDU 125, LIT, MUS, PHL, THE, or Foreign Language	3	
SIXTH SEME	STER (Spring Semester)		
OTA 210	OTA Practicum I	4	
OTA 211	OTA Practicum II	4	
OTA 298	OTA Capstone	1	
Total Hours	Required for Graduation		75



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# Degree Info.

The Associate of Applied Science Degree is awarded to students completing the requirements of one of the career-technical programs. Although this is not intended to be a transfer degree, some courses do transfer to four-year institutions.

- Graduation Requirements
- High School Articulation Agreements

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## General Option A.A.S.



## What Is Human Services?

This degree provides practical information for professional helping techniques, understanding human behavior and policy/program development, with internship opportunities that provide real work experience. Through this program individuals learn how to help people overcome obstacles in their lives by developing interpersonal and intercultural communication skills.

Students acquire knowledge of current strategies to serve individuals, groups and communities experiencing problems related to poverty, abuse, mental and physical illness, disability, crime, unemployment, discrimination, aging and family dysfunction. Students will learn to link people with services such as education or training, financial assistance, child care, shelter, addictions treatment, mental health services and senior services. With this degree students have the educational foundation to successfully work in human services positions in both the private and public sectors.

Human Service professionals with an A.A.S. degree help clients to identify and obtain benefits and services. In addition to initially connecting clients with benefits or services they often follow up with clients to ensure that they are receiving the services and that the services are meeting their needs.

People interested in this program should enjoy working with people. They should

## Occupational Outlook

Because of the multitude of careers in this field, the outlook is varied. Positions that have a bright outlook include child support services worker, family caseworker, patient advocate and youth services specialist. These positions are projected to experience rapid increases in employment with large numbers of job openings over the next several years or are new and emerging occupations in high-growth industries.

The U.S. Department of Labor's Bureau of Labor Statistics projects the number of human service professionals will grow by nearly 22 percent through 2022, which is much faster than the average for all occupations.

Source: Occupational Outlook Handbook





# FIND OUT MORE! about SCC Success Story

## Abby Jackson

"I was raised around educators and knew from an early age I had a passion for helping others."

Full Story

## Department

Human Services

# Related Degrees/ Certificates

- Gerontology Option A.A.S.
- Substance Abuse Services Option A.A.S.
- Victimology Option A.A.S.
- Youth Services Option A.A.S.

## **Program Contact**

Sylvia Malta 636-922-8486 smalta@stchas.edu

# Office Info

Office Hours Monday-Friday possess good verbal and oral communications and problem-solving skills and have a positive attitude about themselves and others.

7:45 a.m.-4:15 p.m.

#### **Office Location**

Social Sciences Building, Room 1104

#### **Office Phone Number**

636-922-8398

Learn more from SCC Career Services

## Human Services Careers

SCC graduates with an Associate of Applied Science (A.A.S.) degree in human services are employed in a broad range of careers including, but not limited to: administrative service manager, camp director, child support services worker, family caseworker, community welfare worker, missionary worker, patient advocate, Peace Corps worker, social and human service assistant and youth services specialist.

Career options range from working with children and families, people with physical, emotional or intellectual challenges, military veterans, homeless people, struggling communities, law enforcement, as well as the specialization options of this degree.

## Salary Outlook

In the state of Missouri, employees working in community and social service occupations earn an average of \$39,080 per year, depending on emphasis, education, experience and employer. Source: **Bureau of Labor Statistics**.

According to the U.S. Department of Labor, earnings increase significantly as a worker's degree of education rises.

Degree Name: Degree or Program: Degree Type:			General Option A.A.S.					
			Human Service Associate of Applied Science Degree					
General Educat	tion Require	mei	nts:	2				
	COURSE NUMBER	со	DURSE NAME		EDIT URS			
Mathematics	MAT 105 or higher	Ap	plied Math or higher	3- 4				
Communication	ENG 101 ENG 125 SPE 101	Bus	glish Composition I siness Writing al Communication	3 3 3				
Social Science	HIS 102 or HIS 115 or	U.S U.S His Am	S. History to 1877 S. History Since 1877 S. History Since 1945 story of Missouri herican Government ate & Local Government	3				
Natural Science		Any	y BIO, CHM, or PHY	3				
Humanities		An	y Humanities	3				
Elective	BTC/CPT 103	Mic	crocomputer Applications	3				
CORE COURSE		IEN	TS MUST INCLUDE:		28			
	HMS 100	Intr	roduction to Human Services	3				
	HMS 101	The	eories and Skills	3				

#### General Option A.A.S. | SCC Degree

TOTAL REG	QUIRED HOURS	3		61 62
		Any computer course or business course approved by the HMS program coordinator	3	
		Any SOC	3	
		Any PSY	3	
		Any HMS	3	
		Any CRJ	3	
	COURSES - pic	k three		9
	SOC 101	Introduction to Sociology	3	
	HMS 298	Human Services Capstone	1	
	HMS 204	Human Services Practicum Seminar II	3	
	HMS 203	Human Services Practicum Seminar I	3	
	HMS 202	Human Services Practicum II*	3	
	HMS 201	Human Services Practicum I*	3	
	HMS 111	Group Practice in Human Services	3	
	HMS 102	Policy and Politics	3	



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## Degree Info.

The Associate of Applied Science Degree is awarded to students completing the requirements of one of the career-technical programs. Although this is not intended to be a transfer degree, some courses do transfer to four-year institutions.

- Graduation Requirements
- High School Articulation Agreements

Home » Academics » College Catalog » Degrees & Certificates » Substance Abuse Services Option A.A.S.

## Substance Abuse Services Option A.A.S.



#### What Is Human Services – Substance Abuse Services?

This degree provides opportunities for students interested in obtaining knowledge and skills specific to working with people struggling with alcohol and drug addiction, eating disorders and other behavior problems, with internship opportunities that provide real work experience. Students acquire knowledge of current strategies to serve individuals, families, communities, plus educational, legal and geopolitical systems experiencing problems related to a wide variety of addictions and behavior disorders.

Through this program students will learn individual, family and group counseling techniques, as well as assessment, treatment planning, prevention and other topics related to addiction. Students also acquire knowledge of aftercare support to respond to addiction which is the number one public health issue in the U.S. today, according to the National Association for Addiction Professionals. With this degree, students have the educational foundation to successfully meet the growing demand for professionals as addiction services are increasingly covered by insurance policies.

Human service professionals with an Addictions Option A.A.S. degree provide treatment and support to help people recover from addiction or modify problem behaviors. They also teach families to develop coping strategies for addiction or behavior disorders; refer clients to

## Occupational Outlook

The U.S. Department of Labor's Bureau of Labor Statistics projects the number of addiction professionals will grow by nearly 31 percent through 2022, which is much faster than the average for all occupations.

Source: Occupational Outlook Handbook

Find out more from SCC Career Services



# FIND OUT MORE! about SCC Success Story

#### Abby Jackson

"I was raised around educators and knew from an early age I had a passion for helping others."

Full Story

## Department

Human Services

# Related Degrees/ Certificates

- General Option A.A.S.
- Gerontology Option A.A.S.
- Victimology Option A.A.S.
- Youth Services Option A.A.S.

## **Program Contact**

Sylvia Malta 636-922-8486 smalta@stchas.edu

## Office Info

**Office Hours** 

Monday-Friday 7:45 a.m.-4:15 p.m. resources including job placement and support groups; and conduct outreach programs to identify the signs of destructive behavior, as well as how to avoid such behavior.

People interested in this program should enjoy working with people. They should possess good verbal and oral communications and problem-solving skills and have a positive attitude about themselves and others.

Learn more from SCC Career Services

#### Human Services Careers – Substance Abuse Services

SCC graduates with an Associate of Applied Science (A.A.S.) degree in substance abuse services are employed in a broad range of careers including, but not limited to: alcoholism education counselor, alcohol and drug abuse assistance coordinator, case worker, early intervention service coordinator, house parent, substance abuse specialist and vocational rehabilitation counselor.

Graduates can work in a wide variety of settings, such as treatment programs, outpatient centers, schools, law enforcement, businesses, community mental health centers and private practice.

#### Office Location

Social Sciences Building, Room 1104

#### **Office Phone Number**

636-922-8398

## Salary Outlook

In the state of Missouri, employees working as substance abuse counselors or mental health and substance abuse social work occupations earn an average between \$33,710-36,970 per year, depending on education, experience and employer. Source: Bureau of Labor Statistics.

According to the U.S. Department of Labor, earnings increase significantly as a worker's degree of education rises.

Degree Name:	Substance Abuse Services Option A.A.S.
Degree or Program:	Human Service
Degree Type:	Associate of Applied Science Degree
Description:	

This program provides students with a basic social science framework and perspective for pursuing a career in human services. The program also provides currently employed

human services workers the opportunity to upgrade their skills.

General Educat	tion Requiremer	its:		24-25
	COURSE NUMBER	COURSE NAME	CRE HOU	
Mathematics	Mat 105 or higher	Applied Math or higher	3-4	
Communication	ENG 101 ENG 125 SPE 101	English Composition I Business Writing Oral Communication	3 3 3	
Social Science	HIS 101 or HIS 102 or HIS 115 or HIS 270 or POL 101 or POL 102	U.S. History to 1877 U.S. History Since 1877 U.S. History Since 1945 History of Missouri American Government State & Local Government	3	
Natural Science		Any BIO, CHM or PHY	3	
Humanities		Any Humanities	3	
Elective	BTC/CPT 103	Microcomputer Applications	3	

#### Substance Abuse Services Option A.A.S. | SCC Degree

TOTAL REQUIRED HOURS			61-6	
	SOC 101	Introduction to Sociology	3	
	CRJ 205 OR HMS/CRJ 290	Juvenile Justice System <b>OR</b> Special Topics in Human Services/Criminal Justice	3	
	CRJ 230	Crisis Intervention	3	
	HMS 298	Human Services Capstone	1	
	HMS 204	Human Services Practicum Seminar II	3	
	HMS 203	Human Services Practicum Seminar I	3	
	HMS 202	Human Services Practicum II*	3	
	HMS 201	Human Services Practicum I*	3	
	HMS 104	Treatment-Alcohol and Drug Abuse	3	
	HMS 103	Addictive Disease Concepts	3	
	HMS 102	Policy and Politics	3	
	HMS 101	Theories and Skills	3	
	HMS 100	Introduction to Human Services	3	

For more information, call 636-922-8241.



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## Degree Info.

The Associate of Applied Science Degree is awarded to students completing the requirements of one of the career-technical programs. Although this is not intended to be a transfer degree, some courses do transfer to four-year institutions.

- Graduation Requirements
- High School Articulation Agreements

Home » Academics » College Catalog » Degrees & Certificates » Victimology Option

## Victimology Option A.A.S.



# What Is Human Services – Victimology?

This degree provides opportunities for students interested in obtaining knowledge and skills specific to working to assist victims of crime, with internship opportunities that provide real work experience. Students acquire knowledge of current strategies for advocating for victims throughout the criminal justice system.

Through this program students learn how police, courts, social services, correctional facilities, probation/parole and other professionals work together to best serve crime victims. Students also acquire an understanding of crisis intervention, community services, victim's rights and crime prevention. With this degree students have the educational foundation to successfully work in a wide variety of ways in both the adult and juvenile justice systems.

Human service professionals with a Victimology Option A.A.S. degree provide relevant information to help crime victims in their decision-making processes. They also give emotional support as needed to victims.

People interested in this program should enjoy working with people. They should possess good verbal and oral communications and problem-solving skills and have a positive attitude about themselves and others.

## Occupational Outlook

The U.S. Department of Labor's Bureau of Labor Statistics projects the number of addiction professionals will grow by 25 percent through 2020, which is much faster than the average for all occupations.

Sources: Occupational Outlook Handbook





# FIND OUT MORE! about SCC Success Story

## Abby Jackson

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Full Story

## Department

Human Services

# Related Degrees/ Certificates

- General Option A.A.S.
- Gerontology Option A.A.S.
- Substance Abuse Services Option A.A.S.
- Youth Services Option A.A.S.

# **Program Contact**

Sylvia Malta 636-922-8486 smalta@stchas.edu

# Office Info

Office Hours

Monday-Friday

Learn more from SCC Career Services

# Human Services Careers – Victimology

SCC graduates with an Associate of Applied Science (A.A.S.) degree in victimology are employed in a broad range of careers including, but not limited to: child support services worker, community welfare worker, marriage and family therapists, social and human services assistant, victim advocate and youth services specialist.

Graduates can work in a wide variety of settings including adult and juvenile court systems, law enforcement agencies, probation services, correctional facilities and other public and private agencies.

## Salary Outlook

In the state of Missouri, employees working in community and social service occupations earn an average of \$39,080 per year, depending on emphasis, education, experience and employer. Source: **Bureau of Labor Statistics**.

### According to the U.S. Department of Labor,

earnings increase significantly as a worker's degree of education rises.

### 7:45 a.m.-4:15 p.m.

#### **Office Location**

Social Sciences Building, Room 1104

#### Office Phone Number

636-922-8398

Degree Name:	Victimology Option A.A.S.
Degree or Program:	Human Service
Degree Type:	Associate of Applied Science Degree

#### Description:

This program provides students with a basic social science framework and perspective for pursuing a career in human services. The program also provides currently employed human services workers the opportunity to upgrade their skills.

General Educat	ion Requirements	S:		24-25
	COURSE NUMBER	COURSE NAME	CRE HOU	
Vathematics	Mat 105 or higher	Applied Math or higher	3-4	
Communication	ENG 101 ENG 125 SPE 101	English Composition I Business Writing Oral Communication	3 3 3	
Social Science	HIS 101 or HIS 102 or HIS 115 or HIS 270 or POL 101 or POL 102	U.S. History to 1877 U.S. History Since 1877 U.S. History Since 1945 History of Missouri American Government State & Local Government	3	
Natural Science	Any BIO, CHM, or PHY		3	
Humanities	Any Humanities		3	
Elective	BTC/CPT 103	Microcomputer Applications	3	
CORE COURSE	REQUIREMENTS	S MUST INCLUDE:		37
	HMS 100	Introduction to Human Services	3	
	HMS 101	Theories and Skills	3	
	HMS 102	Policy and Politics	3	
	HMS 201	Human Services Practicum I*	3	
	HMS 202	Human Services Practicum II*	3	
	HMS 203	Human Services Practicum Seminar I	3	
	HMS 204	Human Services Practicum Seminar II	3	
	HMS 298	Human Services Capstone	1	
	CRJ 101	Introduction to Victimology	3	
	CRJ 140	Introduction to Criminal Justice System	3	

	CRJ 210	Victim Services	3	
	CRJ 230 OR HMS/CRJ 290	Crisis Intervention OR Special Topics in Human Services/Criminal Justice	3	
	SOC 101	Introduction to Sociology	3	
TOTAL REC	QUIRED HOURS			61



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## Degree Info.

The Associate of Applied Science Degree is awarded to students completing the requirements of one of the career-technical programs. Although this is not intended to be a transfer degree, some courses do transfer to four-year institutions.

- Graduation Requirements
- High School Articulation Agreements

Home » Academics » College Catalog » Degrees & Certificates » Youth Services Option A.A.S.

## Youth Services Option A.A.S.



## What Is Human Services – Youth Services?

This degree provides opportunities for students interested in obtaining knowledge and skills specific to working with at-risk youth. Students acquire knowledge of current strategies for working with runaways, homeless youth and victims of family violence. Through this program students learn how to work with youths so they can learn the necessary skills to become successful adults. Students will also acquire knowledge of assisting families meet their basic needs for their children. With this degree students have the educational foundation to successfully ensure that children grow up in safe and healthy homes.

Human service professionals with a Youth Services Option A.A.S. degree protect the youngest members of our communities. They also provide education and prevention services to a variety of community settings.

People interested in this program should enjoy working with people. They should possess good verbal and oral communications and problem-solving skills and have a positive attitude about themselves and others.

Learn more from SCC Career Services

Human Services Careers – Youth Services

## Occupational Outlook

Because of the multitude of careers in this field, the outlook is varied. There is a bright outlook for child support services workers. This position is projected to experience rapid increases in employment with large numbers of job openings over the next several years.

The U.S. Department of Labor's Bureau of Labor Statistics projects the number of youth services professionals will grow by 27 percent through 2020, which is much faster than the average for all occupations.

#### Sources: Occupational Outlook Handbook



In the state of Missouri, employees working

Salary Outlook

# FIND OUT MORE! about SCC Success Story

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Full Story

## Department

Human Services

# Related Degrees/ Certificates

- General Option A.A.S.
- Gerontology Option A.A.S.
- Substance Abuse Services Option A.A.S.
- Victimology Option A.A.S.

## **Program Contact**

Sylvia Malta 636-922-8486 smalta@stchas.edu

# Office Info

## Office Hours

Monday-Friday

SCC graduates with an Associate of Applied Science (A.A.S.) degree in youth services are employed in a broad range of careers including, but not limited to: child support services worker, family advocate, family services specialist, youth services specialist, youth program coordinator, social and human service assistant.

Graduates can work in a wide variety of settings including child protective services, residential programs, abuse prevention services, juvenile courts and treatment programs, homeless shelters, schools and other public and private agencies. in child, family and school social work occupations earn an average of \$33,960 per year, depending on education, experience and employer. Source: Bureau of Labor Statistics

According to the U.S. Department of Labor, earnings increase significantly as a worker's degree of education rises.

#### 7:45 a.m.-4:15 p.m.

#### **Office Location**

Social Sciences Building, Room 1104

#### **Office Phone Number**

636-922-8398

Degree Name:	Youth Services Option A.A.S.
Degree or Program:	Human Service
Degree Type:	Associate of Applied Science Degree
Description:	

This program provides students with a basic social science framework and perspective for pursuing a career in human services. The program also provides currently employed human services workers the opportunity to upgrade their skills.

General Educat	tion Requirements:			24-25
	COURSE NUMBER	COURSE NAME	CRE HOU	
Mathematics	Mat 105 or higher	Applied Math or higher	3-4	
Communication	ENG 101 ENG 125 SPE 101	English Composition I Business Writing Oral Communication	3 3 3	
Social Science	HIS 101 or HIS 102 or HIS 115 or HIS 270 or POL 101 or POL 102	U.S. History to 1877 U.S. History Since 1877 U.S. History Since 1945 History of Missouri American Government State & Local Government	3	
Natural Science	Any BIO, CHM, or PHY		3	
Humanities	Any Humanities		3	
Elective	BTC/CPT 103	Microcomputer Applications	3	
CORE COURSE	REQUIREMENTS	MUST INCLUDE:		37
	HMS 100	Introduction to Human Services	3	
	HMS 101	Theories and Skills	3	
	HMS 102	Policy and Politics	3	
	HMS 104	Treatment Alcohol and Drug Abuse	3	
	HMS 201	Human Services Practicum I*	3	
	HMS 202	Human Services Practicum II*	3	
	HMS 203	Human Services Practicum Seminar I	3	
	HMS 204	Human Services Practicum Seminar II	3	
	HMS 298	Human Services Capstone	1	
	PSY 215	Adolescent Psychology	3	
	CRJ 205 or HMS 106	Juvenile Justice System or Introduction to Youth Services Management	3	
	CRJ 230	Crisis Intervention	3	

#### https://www.stchas.edu/degrees-certificates/Youth-Services-Option-AAS[4/7/2015 8:12:14 AM]

	SOC 101	Introduction to Sociology	3	
TOTAL REQ	UIRED HOURS			61-62
* Practicum o	riented toward option	on area.		
	rmation, call 636-9	00.0011		



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## Degree Info.

The Associate of Applied Science Degree is awarded to students completing the requirements of one of the career-technical programs. Although this is not intended to be a transfer degree, some courses do transfer to four-year institutions.

- Graduation Requirements
- High School Articulation Agreements

Home » Academics » College Catalog » Degrees & Certificates » Skilled Trades A.A.S.

## Skilled Trades A.A.S.

Degree Name:	Skilled Trades A.A.S.
Degree or Program:	Skilled Trades
Degree Type:	Associate of Applied Science Degree

**Description:** This degree program is for students who have completed an approved apprenticeship training program. It allows a union apprentice or journeyman to receive college credit for previously acquired knowledge, skills, and experience by applying those credits towards the associate's degree. The A.A.S. in Skilled Trades may enable students to pursue an advanced degree at a four-year institution in fields such as construction technology, construction management, or related areas.

The Skilled Trades Apprenticeship Training Program at SCC recognizes the core curriculum of any apprenticeship training program that is approved by the Bureau of Apprenticeship and Training. If your training meets these standards, your journeyman status can be transferred to SCC as credit to satisfy a portion of the specific program requirements needed for an associate's degree. These 40 credit hours will be granted at the completion of all the other A.A.S. degree requirements.

General Educat	ion Requirements:			24- 25
	COURSE NUMBER	COURSE NAME	CRED HOUF	
Mathematics	MAT 105 or higher	Applied Math or higher	3-4	
Communication	ENG 101 ENG 102 or ENG 125 SPE 101	English Composition I English Composition II or Business Writing Oral Communications	3 3 3	
Social Science	HIS 101 or HIS 102 or HIS 115 or HIS 270 or POL 101 or POL 102	US History to 1877 US History since 1877 US History since 1945 History of Missouri American Government State & Local Government	3	
Natural Science		Any BIO, CHM, or PHY	3	
Humanities	Pick one: Any Art BUS/CPT 105 DAN 196, or 197 or 198 or 199 EDU 125 Any LIT Any MUS Any PHL Any THE Any Foreign Language		3	
Elective	BTC/CPT 103 or CPT 106	Microcomputer Applications	3	



# FIND OUT MORE! about SCC

		PC Operating Systems	
CORE COURSE	REQUIREMENTS MUST INCLU	UDE:	40
Certificate from U.S. Departmen	nt is fulfilled by the approved of the Bureau of Apprenticeship t of Labor. These credit hours II the other A.A.S. degree requ	and Training, a division of will be granted at the	
TOTAL REQUIR	ED HOURS		64- 65



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## f У 🖾 🗟 🕂 Associate of Arts in Teaching Degree - 2014-15

Graduation Requirements

Education

- <u>Elementary Education Transfer Program A.A.T.</u>
   <u>Secondary Education Transfer Program A.A.T.</u>



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## Degree Info.

The Associate of Arts in Teaching Degree is a transfer degree for future educators.

• Graduation Requirements

# Home » Academics » College Catalog » Degrees & Certificates » Elementary Education Transfer Program A.A.T.

## **Elementary Education Transfer Program A.A.T.**

Degree Name:	Elementary Education Transfer Program A.A.T.
Degree or Program:	Education
Degree Type:	Associate of Arts in Teaching Degree

#### Description:

The Missouri public 4-year institutions of higher education, and some private 4-year institutions, have agreed to accept the AAT as equivalent to their first two years of teacher education. Thus, a student who completes an AAT at SCC should have no more credit hours to complete during the last two years than a native 4-year student at that institution. Because course content is organized in different configurations at different institutions, you may repeat some content areas, but not credit hours. Students who do not complete the AAT will transfer course by course; individual institutions have agreed to transfer specific courses but have not guaranteed that students will have no more credits to complete than their native students. Check with your transfer institution to see if you will need to have a certain score on the ACT test for admittance to their institution.



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The most current listing of institutions that will accept the AAT is available at http://www.dhe.mo.gov/cota. Students need to work closely with their transfer institution to ensure that courses taken at SCC will meet degree requirements and that all entrance requirements have been met for the transfer school.

General Education Requirements

Subject	Course Number	Course Name	Credit Hours
Mathematics	MAT 156	College Algebra - Educators	4
Communication	ENG 101 ENG 102 SPE 101 or SPE 102	English Composition I English Composition II Oral Communications Public Speaking	9
Social Science	PSY 101 HIS 102 or HIS 146 POL 101 or POL 102	Introduction to Psychology US History Since 1877* Western Civ: Modern Europe American Government* State and Local Government	9
Natural	Pick an option:		11
Science	Option One: BIO 105 and CHM 115 and PHY 111	Essentials of Biology General Chemistry I Introduction to Physical Science	
	Option Two (must take two lab courses): BIO 105/106 and CHM 101/103 and PHY 111/113	Essentials of Biology with Lab Introduction to Chemistry with Lab	

 Child Care & Early Education A.A.S.

**Related Degrees**/

- Child Care & Early Education C.A.
- Paraprofessional/Substitute Teacher A.A.S.
- Secondary Education Transfer Program A.A.T.

## **Program Contact**

Nicole Nunn-Faron 636-922-8242 nnunnfaron@stchas.edu

## Office Coordinator

Phyllis Marchand 636-922-8496 phyllis\_marchand@stchas.edu

# Office Info

Office Hours 8 a.m.-4:30 p.m.

		Introduction to Physical Science with Lab		
Humanities	LIT 271 AND LIT 210 OR	Literature and Contemporary Cultures American Literature from 1620-	6	
	LIT 220	1865 American Literature from 1865- Present		
Multicultural	GEO 100 OR ANT 102	Principles of Geography Introduction to Cultural Anthropology	3	
		T INCLUDE: All EDU courses must b er and cumulative GPA of 3.00	e	1
	EDU 211	Foundations of Education	3	
	EDU 220	Technology for Teachers	3	
	EDU 240	Education Psychology	3	_
	EDU 285	Teaching Profession with Field Experience	3	
	EDU 290	Portfolio Assessment in Education**	1	
ELECTIVE CO	URSES**			9
	Choose one:		3	
	EDU 242 EDU 246	Art for Children Music for Children		
	Choose two: EDU 125	Teaching Literature through	6	
	EDU 225 EDU 244	Storytelling Literature for Children Physical Education for Elementary Grades		
	EDU 250	Education for Exceptional		
		Learners		

\* Students must take either HIS 102 or POL 101 to meet state requirements

\*\* Entire Mogea must be passed for successful completion of EDU 290. MOGEA Exam covers English, Math, Science and Social Studies - must achieve a passing score in all areas - recommend taking before completion of 30 credit hours.

## Courses by Semester

FIRST SEMESTER			15
Course Number	Course Name	СН	
ENG 101	English Composition I	3	
PSY 101	Introduction to Psychology	3	
MAT 156	College Algebra - Educators	4	
Science	Natural Science with Lab	4	
COL 101	College Success Seminar*	1	
SECOND SEMESTER		18	
Course Number	Course Name	СН	
ENG 102	English Composition II	3	
EDU 211	Foundations of Education	3	
GEO 100	Principles of Geography	3	
EDU 220	Technology for Teachers	3	
EDU 240	Education Psychology	3	
		Ŭ	

Monday-Friday

#### **Office Location**

ADM 2242

#### **Office Phone Number**

636-922-8496

#### Elementary Education Transfer Program A.A.T. | SCC Degree

Science	Natural Science	3	
	Take MOGEA Exam		
THIRD SEMESTER			16
Course Number	Course Name	СН	
EDU 285	Teaching Profession w/ Field Experience	3	
Science	Natural Science with Lab	4	
POL 101	American Government	3	
HIS 102	US History Since 1877	3	
LIT 210 OR LIT 220	American Lit from 1620-1865 OR American Lit from 1865-Present	3	
FOURTH SEMESTE	R		16
Course Number	Course Name	СН	
EDU 290	Education Portfolio	1	
EDU 242 OR EDU 246	Art for Children OR Music for Children	3	
SPE 101	Oral Communication	3	
LIT 271	Literature and Contemporary Cultures	3	
Elective**	Education Elective	3	
	Education Elective	3	

\*\* Education Electives: It is essential that you check with your transfer college for transferable courses.



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## Degree Info.

The Associate of Arts in Teaching Degree is a transfer degree for future educators.

• Graduation Requirements

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## Secondary Education Transfer Program A.A.T.

Degree Name:	Secondary Education Transfer Program A.A.T.
Degree or Program:	Education
Degree Type:	Associate of Arts in Teaching Degree

#### Description:

Subject

Mathematics\*

Social Science

Communication ENG 101

The Missouri public 4-year institutions of higher education, and some private 4-year institutions, have agreed to accept the AAT as equivalent to their first two years of teacher education. Thus, a student who completes an AAT at SCC should have no more credit hours to complete during the last two years than a native 4-year student at that institution. Because course content is organized in different configurations at different institutions, you may repeat some content areas, but not credit hours. Students who do not complete the AAT will transfer course by course; individual institutions have agreed to transfer specific courses but have not guaranteed that students will have no more credits to complete than their native students. Check with your transfer institution to see if you will need to have a certain score on the ACT test for admittance to their institution.

http://www.dhe.mo.gov/cota. Students need to work closely with their transfer institution

to ensure that courses taken at SCC will meet degree requirements and that all entrance

**Course Name** 

Educators

College Algebra -

College Algebra - STEM

English Composition I

English Composition II

Oral Communications

US History Since 1877\*\*

American Government\*\* State and Local Government

Essentials of Biology

General Chemistry I Introduction to Physical

Science

Western Civilization:

Modern Europe

Public Speaking

Introduction to

Psychology

The most current listing of institutions that will accept the AAT is available at

requirements have been met for the transfer school.

**Course Number** 

MAT 156 OR

MAT 162

ENG 102

SPE 102

**PSY 101** 

HIS 146

POL 102

HIS 102 or

POL 101 or

Choose one option:

Option Two (must take two lab

Option One: BIO 105 and

CHM 115 and

PHY 111

courses):

SPE 101 or

**General Education Requirements** 



about SCC

Department

Education

42

Credit

Hours

4

9

9

11

# Related Degrees/ Certificates

• Child Care & Early Education A.A.S.

- Child Care & Early Education C.A.
- Elementary Education Transfer Program A.A.T.
- Paraprofessional/Substitute Teacher A.A.S.

## **Program Contact**

Nicole Nunn-Faron 636-922-8242 nnunnfaron@stchas.edu

## **Office** Coordinator

Phyllis Marchand 636-922-8496 phyllis\_marchand@stchas.edu

# Office Info

Office Hours 8 a.m.-4:30 p.m.

https://www.stchas.edu/degrees-certificates/Secondary-Education-Transfer-Program-AAT[4/7/2015 8:06:27 AM]

Natural

Science

	BIO 105/106 and CHM 101/103 and PHY 111/113	Essentials of Biology with Lab Introduction to Chemistry with Lab Introduction to Physical Science with Lab		
Humanities	LIT 271 AND LIT 210 OR LIT 220	Literature and Contemporary Cultures American Literature from 1620-1865 American Literature from 1865-Present	6	
Multicultural	GEO 100 OR ANT 102	Principles of Geography Introduction to Cultural Anthropology	3	
	SE REQUIREMENTS MUST INCLUDE: th a grade of "C" or higher and cumul			13
	EDU 211	Foundations of Education	3	
	EDU 220	Technology for Teachers	3	
	EDU 240	Education Psychology	3	-
	EDU 285	Teaching Profession with Field Experience	3	-
	EDU 290	Portfolio Assessment in Education***	1	
ELECTIVE CC	URSES			9
	Choose two: EDU 125 EDU 225 EDU 242 EDU 244 EDU 246 EDU 250	Teaching Literature through Storytelling Literature for Children Art for Children Physical Education for Elementary Grades Music for Children Education for Exceptional Learners	6	
	Choose One: PSY 210 PSY 215 Any content area course above what is required for the A.A.T.	Human Growth and Development Adolescent Psychology	3	
TOTAL REQU	IRED HOURS			64
* If a 3-credit M General Educa	is required for the A.A.T. IRED HOURS	al credit hour must be taker	n in	

Monday-Friday

### **Office Location**

ADM 2242

**Office Phone Number** 

636-922-8496

covers English, Math, Science and Social Studies – must achieve a passing score in all areas – recommend taking before completion of 30 credit hours.

## Courses by Semester

FIRST SEMESTER			15
Course Number	Course Name	СН	
ENG 101	English Composition I	3	
PSY 101	Introduction to Psychology	3	
MAT 156 MAT 162	College Algebra - Educators OR College Algebra STEM	4	

\*\*\* Entire MOGEA must be passed for successful completion of EDU 290. MOGEA Exam

#### Secondary Education Transfer Program A.A.T. | SCC Degree

Science	Natural Science with Lab	4	
COL 101	College Success Seminar*	1	
SECOND SEMESTI	ER		18
Course Number	Course Name	СН	
ENG 102	English Composition II	3	
EDU 211	Foundations of Education	3	
GEO 100	Principles of Geography	3	
EDU 220	Technology for Teachers	3	
EDU 240	Education Psychology	3	
Science	Natural Science	3	
	Take MOGEA Exam		
THIRD SEMESTER			16
Course Number	Course Name	СН	
EDU 285	Teaching Profession w/ Field Experience	3	
Science	Natural Science with Lab	4	
POL 101	American Government	3	
HIS 102	US History Since 1877	3	
LIT 210 OR LIT 220	American Lit from 1620-1865 OR American Lit from 1865-Present	3	
FOURTH SEMESTE	ER		16
Course Number	Course Name	СН	
EDU 290	Education Portfolio	1	
SPE 101	Oral Communication	3	
LIT 271	Literature and Contemporary Cultures	3	
Elective**	Education Elective	3	
		0	
Elective**	Education Elective	3	

\*\* Education Electives: It is essential that you check with your transfer college for transferable courses.



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Associate of Science Degrees -2014-15

Graduation Requirements

Biology

• Pre-Engineering Transfer Program A.S.

Chemistry

• Health Information Technology A.S.

Engineering

• Pre-Engineering Transfer Program A.S.

Health

Health Information Management A.S.
Nursing A.S.

Health Information Management

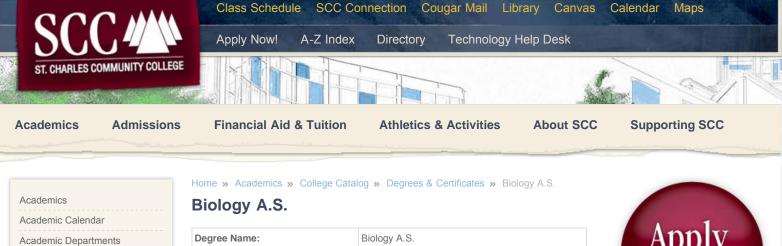
• Health Information Management A.S.

Nursing

Nursing A.S.

Pre-Pharmacy

• Pre-Pharmacy A.S.



**Class Schedules** 

**Course Descriptions** 

Credit Programs

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- Workforce Training

## Degree Info.

The Associate of Science degree is awarded to students completing the requirements of specifically identified programs with a minimum of 64 semester hours. The work parallels the work done in the first two years of a Bachelor of Science degree at four-year institutions. The programs leading to the Associate of Science degree at SCC include Biology, Chemistry, Health Information Technology, Nursing, Pre-Engineering and Pre-Pharmacy.

#### Degree Name: Biology A.S. Degree or Program. Biology

Degree of Flogram.	ыыыду
Degree Type:	Associate of Science Degree
Description:	

This Associate of Science in Biology degree program prepares students to transfer to a four-year college or university to major in biology. Because requirements vary at each four-year college or university, students should check with their advisor and the institution they plan to transfer to ensure they are enrolled in the correct courses.

General education Requirements				35- 37
	COURSE NUMBER	COURSE NAME		EDIT
Mathematics	MAT 180 or 210**	Calculus and Analytic Geometry I or Survey Calculus**	4- 5	
Communication	ENG 101 ENG 102 SPE 101 or SPE 110**	English Composition I English Composition II Oral Communications or Interpersonal Communication**	3 3 3	
Social Science	HIS 101 or 102 or 115 or 270 or POL 101 or 102 Elective	US History or American Government See course descriptions in catalog**	3 3	
Natural Science	BIO 150 CHM 115	General Biology I General Chemistry I	5 5	
Humanities	Elective	See course descriptions in catalog**	3	
Elective	Humanities or Social Sciences Elective or BIO course numbered 200 +or CHM 222**	See course descriptions in catalog**	3- 4	
CORE COURSE	REQUIREMENTS MUST INCLUDE:			26- 27

				17
Biology	BIO 151	General Biology II	5	
Chemistry	CHM 116 CHM 240 CHM 241 CHM 243	General Chemistry II Organic Chemistry I Organic Chemistry II Organic Chemistry Iab	5 3 3 2	
Physics	PHY 150/153 PHY 151/154	General Physics I with lab General Physics II with lab	4 4	



# **FIND OUT MORE!** about SCC

## Department

Biology

## **Program Contact**

Monica Hall-Woods 636-922-8634 mhall-woods@stchas.edu

# **Office Coordinator**

Vicki Remington 636-922-8351 vremington@stchas.edu

# **Office Info**

## **Office Hours**

7:30 a.m.-4 p.m. Monday-Friday

## **Office Location**

Administration Building, Room 2442

**Office Phone Number** 

636-922-8351

#### COLLEGE REQUIREMENT:

For first time college students.	COL 101	College Success Seminar	1	
TOTAL REQUIR	RED HOURS			61 64

+ Humanities/Social Science Electives - Typical social science courses include history, political science, sociology, psychology and economics. Humanities courses typically include literature, philosophy, and non-applied art, music and theater courses. Check transfer school's requirements before choosing these courses.

\* This elective includes the Humanities/Social Science Electives but can also be used for any other course required by the transfer institution. Check transfer school's requirements before choosing this course.

\* The Academic Skills Assessment or appropriate ACT scores are required before enrolling in Math or English classes.

\*\* Check with transfer institution to see which course is required for the desired biology degree.

- COL 101 is a SCC requirement for all first time college students.

#### Courses by Semester

ST SEMESTER			15-16
JRSE NUMBER	COURSE NAME	СН	
′ 150/153	General Physics I and Lab (Fall only)	4	
<i>I</i> 115	General Chemistry I	5	
G 101	English Composition I*	3	
POL	U.S. History or American Government	3	
. 101 -	College Success Seminar	1	
OND SEMESTER			13-14
JRSE NUMBER	COURSE NAME	СН	
「180 or 210	Calculus and Analytic Geometry I or Survey Calculus*	4-5	
′ 151/154	General Physics II and Lab (Spring only)	4	
<i>I</i> 116	General Chemistry II	5	
RD SEMESTER			17
JRSE NUMBER	COURSE NAME	СН	
/ 240	Organic Chemistry I	3	
101 or 110	Oral Communication or Interpersonal Communication **	3	
150	General Biology I	5	
G 102	English Composition II	3	
nanities elective+		3	
JRTH SEMESTER			16-17
JRSE NUMBER	COURSE NAME	СН	
/ 241	Organic Chemistry II (Spring only)	3	
/ 243	Organic Chemistry Lab (Spring only)	2	
151	General Biology II	5	
ial Science elective+		3	





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# Degree Info.

The Associate of Science degree is awarded to students completing the requirements of specifically identified programs with a minimum of 64 semester hours. The work parallels the work done in the first two years of a Bachelor of Science degree at four-year institutions. The programs leading to the Associate of Science degree at SCC include Biology, Chemistry, Health Information Technology, Nursing, Pre-Engineering and Pre-Pharmacy.

#### Home » Academics » College Catalog » Degrees & Certificates » Chemistry A.S.

## Chemistry A.S.

Degree Name:	Chemistry A.S.
Degree or Program:	Chemistry
Degree Type:	Associate of Science Degree

#### Description:

This Associate of Science in Chemistry degree program prepares students to transfer to a four-year college or university to major in chemistry. Because requirements vary at each four-year college or university, students should check with their advisor and the institution they plan to transfer to ensure they are enrolled in the correct courses.

institution they pla		they are enfolled in the confect cours	500.	
General Educatio	on Requirements			31-33
	COURSE NUMBER	COURSE NAME		EDIT URS
Mathematics	MAT 180	Calculus and Analytic Geometry	5	
Communication	ENG 101 ENG 102 SPE 101 or 110**	English Composition I English Composition II Oral Communications or Interpersonal Communication**	3 3 3	
Social Science	HIS 101 or 102 or 115 or 270 or POL 101 or 102 Elective	US History or American Government See course descriptions in catalog**	3	
Natural Science	CHM 115	General Chemistry I	5	
Humanities	Elective	See course descriptions in catalog**	3	
Elective	Humanities or Social Sciences Elective or MAT course numbered 200+	See course descriptions in catalog**	3- 5	
CORE COURSE F	REQUIREMENTS MUS	T INCLUDE:		31-32
Chemistry	CHM 116 CHM 222 CHM 240 CHM 241 CHM 243	General Chemistry II Quantitative Analysis Organic Chemistry I Organic Chemistry II Organic Chemistry lab	5 3 3 3 2	
Physics	PHY 240/243 PHY 241/244	College Physics I with lab College Physics II with lab	5 5	
Math	MAT 230	Calculus & Analytic Geometry II	5	
COLLEGE REQU	IREMENT:			
For first time college students.	COL 101	College Success Seminar	1	

# Apply now!

# FIND OUT MORE! about SCC

## Department

Chemistry

## **Program Contact**

Elizabeth Michael-Smith 636-922-8652 bmichael-smith@stchas.edu

## **Office Coordinator**

Vicki Remington 636-922-8351 vremington@stchas.edu

## Office Info

#### **Office Hours**

7:30 a.m.-4 p.m. Monday-Friday

#### Office Location

Administration Building, Room 2442

#### **Office Phone Number**

636-922-8351

political science, sociology nclude literature, philosop rransfer school's requireme This elective includes the any other course required before choosing this cours The Academic Skills asse n Math or English classes ** Check with transfer inst degree. • COL 101 is a SCC requir	essment or appropriate ACT scores are requ	cours cour an al chool uired	es typic ses. Ch so be u 's requi before
Courses by Semester FIRST SEMESTER			16-17
COURSE NUMBER	COURSE NAME	СН	
MAT 180	Calculus and Analytic Geometry I*	5	
CHM 115	General Chemistry I	5	
ENG 101	English Composition I*	3	
HIS/POL	U.S. History or American Government	3	
COL 101 -	College Success Seminar	1	
SECOND SEMESTER			15
COURSE NUMBER	COURSE NAME	СН	
MAT 230	Calculus and Analytic Geometry II	5	
PHY 240/243	College Physics I and Lab	5	
CHM 116	General Chemistry II	5	
THIRD SEMESTER			17
COURSE NUMBER	COURSE NAME	СН	
CHM 240	Organic Chemistry I	3	
CHM 222	Quantitative Analysis	3	
PHY 241/244	College Physics II and Lab	5	
ENG 102	English Composition II	3	
Humanities elective+		3	
FOURTH SEMESTER			14-16
COURSE NUMBER	COURSE NAME	СН	
CHM 241	Organic Chemistry II (Spring only)	3	
CHM 243	Organic Chemistry Lab (Spring only)	2	
SPE 101 or 110	Oral Communication or Interpersonal	3	
SPE IOT OF TTO	Communication **		

**Total Hours Required for Graduation** 

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62-65

Chemistry A.S. | SCC Degree



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## Degree Info.

The Associate of Science degree is awarded to students completing the requirements of specifically identified programs with a minimum of 64 semester hours. The work parallels the work done in the first two years of a Bachelor of Science degree at four-year institutions. The programs leading to the Associate of Science degree at SCC include Biology, Chemistry, Health Information Technology, Nursing, Pre-Engineering and Pre-Pharmacy. Home » Academics » College Catalog » Degrees & Certificates » Pre-Engineering Transfer Program A.S.

## **Pre-Engineering Transfer Program A.S.**

Degree Name:	Pre-Engineering Transfer Program A.S.
Degree or Program:	Engineering
Degree Type:	Associate of Science Degree

Students wanting to complete an Associate of Science Degree must follow one of the programs outlined in the SCC/Missouri University of Science and Technology "Model Program for Engineering Transfers" or SCC/University of Missouri-Columbia "Engineering Transfer Program." Should you experience difficulty transferring your SCC coursework to another institution, contact the vice president for academic and student affairs for assistance with an appeal to the receiving institution.

Transfer Guides Available: Determination of specific courses should be based on the individual engineering area desired (electrical, mechanical, civil, etc.) and the school to which you plan to transfer. Transfer Guides are available for Southern Illinois University-Carbondale, Missouri University of Science and Technology, UM-Columbia, UM-St. Louis/Washington University Joint Engineering Program and Washington University. Classes appearing in **bold** below are standard classes for most engineering degrees at most schools of engineering.

+ Humanities/Social Science Electives – Typical social science courses include history, political science, sociology, psychology and economics. Humanities courses typically include literature, philosophy, and non-applied art, music and theater courses. Check transfer school's requirements before choosing these courses.

\* The Academic Skills Assessment or appropriate ACT scores are required before enrolling in math or English classes.

\*\* Check with transfer institution to see if this course is required for engineering area desired.

First Semester			17
MAT 180	Calculus and Analytic Geometry I*		
CHM 115 (110/113)	General Chemistry I		
ENG 101	English Composition I		
	U.S. History or American Government	3	
COL 101	College Success Seminar	1	
Second Semester			14
MAT 230	Calculus and Analytic Geometry II	5	
PHY 240/243	College Physics I and Lab	5	
ENG 102	English Composition II ** or	3	
SPE 101/110	Oral Communication/Interpersonal Communication **		
EGR 100	Introduction to Engineering **	1	
Third Semester			16
MAT 240	Calculus and Analytic Geometry III	5	



# FIND OUT MORE! about SCC

Department

Pre-Engineering/General Technology Department

## **Program Contact**

David Niermann 636-922-8561 dniermann@stchas.edu

## **Office Coordinator**

Ginny Tiller 636-922-8334 gtiller@stchas.edu

## Office Info

#### **Office Hours**

7:30 a.m.-4 p.m. Monday-Friday

#### **Office Location**

Technology Building, Room 105

Office Phone Number

636-922-8334

#### Pre-Engineering Transfer Program A.S. | SCC Degree

PHY 241/244	College Physics II and Lab	5		
EGR 104	Engineering Design **	3		
EGR 170	Engineering Mechanics-Statics			
Fourth Semester			15- 16	
CPT course per tra	nsfer institution - CPT 182/186/280/284 **	3		
Humanities/social science elective +		3		
MAT 250	Differential Equations	3		
ECO 110 or 120	Principles of Macroeconomics or Microeconomics **	3		
EGR 210	Engineering Mechanics-Dynamics or	3		
EGR 220	Electrical Circuits **			
EGR 221 Electrical Circuits Lab (optional)				
Total Hours Required for Graduation		64		



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## Degree Info.

The Associate of Science degree is awarded to students completing the requirements of specifically identified programs with a minimum of 64 semester hours. The work parallels the work done in the first two years of a Bachelor of Science degree at four-year institutions. The programs leading to the Associate of Science degree at SCC include Biology, Chemistry, Health Information Technology, Nursing, Pre-Engineering and Pre-Pharmacy. Home » Academics » College Catalog » Degrees & Certificates » Health Information Management A.S.

## Health Information Management A.S.

Degree Name: Health Information	n Management A.S.
Degree or Program: Health Information	n Management
Degree Type: Associate of Scient	nce Degree

#### Description:

Students in Health Information Management (HIM), will receive the guidance of a talented, caring faculty dedicated to producing competent health care professionals. Training includes courses in general education, anatomy and physiology, pathophysiology, medical terminology, pharmacology, legal aspects of health care, health care statistics, health information technology, and practical experience in approved health care facilities.

The HIM program is accredited by the Commission on Accreditation for Health Informatics and Information Management Education (CAHIIM). Contact information: CAHIIM c/o AHIMA, 233 N. Michigan Avenue, Suite 2150, Chicago, Illinois, 60601-5800, 312-233-1131, www.cahim.org.

After successfully completing the two-year HIM program, graduates are eligible to write the national exam leading to accreditation as a Registered Health Information Technician (RHIT).

Effective Fall 2013, a 2.5 cumulative overall grade point average must be achieved. All grades in the Health Information classes must maintain a 2.5 grade point average as well. All grades in biology courses must be C or better and must be no more than 5 years old at the time of graduation from the program. Students need to have successfully completed Beginning Algebra before taking Health Care Statistics by either placing into Intermediate Algebra on the Academic Skills Assessment or earn a grade of "C" or above in Beginning Algebra.

The Academic Skills Assessment is required before enrolling in math or English courses. If you place into lower level courses than those that are required for the degree, then you must first take those courses before beginning the above curriculum. A student who already has taken college Math or English courses or has taken the assessment tests at another college within the past two years may be able to waive the assessment. If minimum assessment test scores are not met, students will be required to complete ENG 096 and MAT 096 prior to admission and strongly urged to complete MAT 098, beginning algebra prior to admission. MAT 098 must be completed prior to the last semester of the program. Contact the Student Development office for more information.

You must demonstrate acceptable health status and pass drug and background checks in order to participate in directed practicums.

The ACT Test must be taken within the last five years at time of admission to the program. A composite score of 18 or greater must be achieved effective Fall 2013. This requirement may be waived if the student has an Associate or Bachelor's degree.

General Education Requirements:				32
	COURSE NUMBER	00001102101012	CREI HOU	



# FIND OUT MORE! about SCC Department

Health Information Management Program

## **Program Contact**

Kathleen Nilson 636-922-8292 knilson@stchas.edu

## **Office Coordinator**

Denise Lammers 636-922-8280 dlammers@stchas.edu

## Office Info

#### Office Hours

8:00 a.m.-4:30 p.m. Monday-Friday. Hours may vary during summer – please call to confirm.

#### **Office Location**

Center for Nursing and Allied Health Sciences, Suite 102

**Office Phone Number** 

636-922-8292

Communication	ENG 101 ENG 102 or Any LIT SPE 101	English Composition I English Composition II or Any LIT Oral Communications	3 3 3	
Social Science	PSY101 SOC 101 HIS OR	Intro to Psychology Intro to Sociology US History OR	3 3 3	
Natural Science	POL BIO 240/243 BIO 241/244 BIO 265	American Government** Anatomy & Physiology I* Anatomy & Physiology II Pathophysiology	4 4 3	
Elective	BTC/CPT 103	Microcomputer Applications	3	34
	HIM 110	Medical Terminology I	3	
	HIM 115	Pharmacology & Diagnostic Procedures	3	
	HIM 120/121	Health Care Data & Lab	3	
	HIM 125/126	Health Care Technology & Lab	3	
	HIM 128	Electronic Health Records	1	
	HIM 150	Directed Practicum	1	
	HIM 220/221	Nosology & Lab	3	
	HIM 238	Health Care Legal, & Ethical Issues	3	
	HIM 241	Health Care Statistics & Financial Management +	2	
	HIM 243	Quality Management & Performance Improvement	3	
	HIM 250	Applied Practicum	3	
	HIM 260	Health Information Management Seminar	2	
	HIM 270/271	CPT Coding & Lab	2	
	HIM 280	Healthcare Billing and Reimbursement Issues	2	
TOTAL REQUIR	RED HOURS			66
Optional	HIM 290/291	Advanced Coding & Lab	3	

#### NOTES:

- 1. \*Prerequisite: High School biology or equivalent coursework within the last five years.
- 2. \*\*Choose one of the following: HIS 101, HIS 102, HIS 115, POL 101, POL 102.
- 3. +Students must assess into MAT 121 or have earned a C or higher in MAT 098.

To begin Health Information Management courses, student must be ready to take ENG 101, MAT 098, and BAS/CPT103, if they have not already been taken.

Curriculum subject to revision to meet CAHIIM requirements.

## Courses by Semester

FIRST SEMESTER			16
COURSE NUMBER	COURSE NAME	СН	
HIM 110	Medical Terminology	3	
HIM 120/121	Health Care Data	3	
BIO 240/243	Anatomy & Physiology I *	4	
ENG 101	English Composition I	3	
CPT 103	Microcomputer Applications	3	

SECOND SEMESTER			15
COURSE NUMBER	COURSE NAME	СН	
HIM 115	Pharmacology & Diaq. Procedures	3	
HIM 125/126	Health Care Technologies	3	
HIM 128	Electronic Health Records	1	
HIM 150	Directed Practicum	1	
BIO 241/244	Anatomy & Physiology II	4	
SPE 101	Oral Communications	3	
SUMMER SEMESTER			6
COURSE NUMBER	COURSE NAME	СН	
ENG 102 or LIT	English Composition II or Literature	3	
PSY 101	Intro to Psychology	3	
THIRD SEMESTER			15
COURSE NUMBER	COURSE NAME	СН	
HIM 220/221	Nosology	3	
HIM 238	Healthcare Legal and Ethical Issues	3	
HIM 250	Applied Practicum	3	
BIO 265	Pathophysiology	3	
HIS/POL	History or Government **	3	
FOURTH SEMESTER			14
COURSE NUMBER	COURSE NAME	СН	
HIM 241	Health Care Statistics & Financial Management +	2	
HIM 243	Quality Management and Performance Improvement	3	
HIM 260	Health Information Management Seminar	2	
HIM 270/271	CPT Coding	2	
HIM 280	Healthcare Billing and Reimbursement Issues	2	
SOC 101	Introduction to Sociology	3	
Optional - HIM 290/291	Advanced Coding & Lab	3	



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The Associate of Science degree is awarded to students completing the requirements of specifically identified programs with a minimum of 64 semester hours. The work parallels the work done in the first two years of a Bachelor of Science degree at four-year institutions. The programs leading to the Associate of Science degree at SCC include Biology, Chemistry, Health Information Technology, Nursing, Pre-Engineering and Pre-Pharmacy.

General Educat	tion Requirements	5		31
	COURSE NUMBER	COURSE NAME	CRED HOUF	
Communication	ENG 101 ENG 102 or Any LIT	English Composition I English Composition II or Any LIT	3 3	
Social Science	HIS 101 or HIS 102 or HIS 115 or POL 101 or POL 102	US History or American Government	3 3	
	PSY 101 SOC 101	Intro to Psychology Intro to Sociology	3	
Natural Science	CHM 101,103 or CHM 106 BIO 240, 243 BIO 241, 244 BIO 245, 247	Intro to Chemistry & Lab Chemistry for Allied Health Anatomy & Physiology I & Lab Anatomy & Physiology II &Lab Microbiology & Lab	4 4 4	
CORE COURSE		S MUST INCLUDE:		41
	NUR103,113,123	Introduction to Nursing (Lecture, Lab, Clinical)	9	
	NUR 104,114,124	Nursing of Adults/Children I (Lecture, Lab, Clinical)	11	
	NUR 253, 263,273	Nursing of Adults/Children III (Lecture, Lab, Clinical)	10	
	NUR 254, 264, 274	Nursing of Adults/Children IV (Lecture, Lab, Clinical)	11	

 Pre-Health Professions Suggested Transfer Program (Medical, Dental, Optometry, Veterinary) Schedule Guide

# **Office Coordinator**

Denise Lammers 636-922-8280 dlammers@stchas.edu

# Office Info

### **Office Hours**

8 a.m.-4:30 p.m. Monday-Friday. Hours may vary during summer – please call to confirm.

**Office Location** 

#### TOTAL REQUIRED HOURS

#### NURSING TRANSFER PROGRAM Associate of Science

This program prepares graduates to take the national licensure exam for registered nurses (RN). Graduates of this program may also be eligible to continue their education at a fouryear institution. SCC has developed transfer agreements with nursing programs at senior institutions.

All required science courses must have been taken within five years from the start of the program and passed with a "B" or better.

The prerequisite for Introduction to Chemistry is a "C" or above in Beginning Algebra (MAT 098) or assessing higher.

The prerequisite for Anatomy & Physiology I is high school biology or its equivalent within the last five years with a grade of "C" or above. If a biology class was taken more than five years ago, students may take BIO 095 (Pre-A&P).

For specific admissions requirements that apply to the two-year nursing program at SCC, see Admissions and Records, or call vocational counseling at 636-922-8246.

For more information, call 636-922-8246.

Courses by Semester

FIRST SEMESTER			9
COURSE NUMBER	COURSE NAME	СН	
NUR 103	Intro to Nursing	9	
NUR 113	Intro to Nursing Lab		
NUR 123	Intro to Nursing Clinical		
	(Includes 12 hours per week of clinical)		
SECOND SEMESTE	R		11
COURSE NUMBER	COURSE NAME	СН	
NUR 104	Nursing of Adults & Children I	11	
NUR 114	Nursing of Adults & Children I Lab		
NUR 124	Nursing of Adults & Children I Clinical		
	(Includes 12 hours per week of clinical)		
THIRD SEMESTER			10
COURSE NUMBER	COURSE NAME	СН	
NUR 253	Nursing of Adults & Children III	10	
NUR 263	Nursing of Adults & Children III Lab		
NUR 273	Nursing of Adults & Children III Clinical		
	(Includes 12 hours per week of clinical)		
FOURTH SEMESTE	R		11
COURSE NUMBER	COURSE NAME	СН	
NUR 254	Nursing of Adults & Children IV	11	
NUR 264	Nursing of Adults & Children IV Lab		
NUR 274	Nursing of adults & Children IV Clinical		
	(Includes 16 hours per week of clinical)		
Total Hours Require	ed for Graduation		72

Center for Nursing and Allied Health Sciences, Suite 102

#### **Office Phone Number**

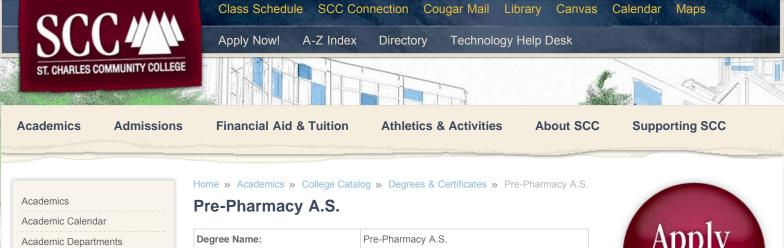
636-922-8280

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# Degree Info.

The Associate of Science degree is awarded to students completing the requirements of specifically identified programs with a minimum of 64 semester hours. The work parallels the work done in the first two years of a Bachelor of Science degree at four-year institutions. The programs leading to the Associate of Science degree at SCC include Biology, Chemistry, Health Information Technology, Nursing, Pre-Engineering and Pre-Pharmacy.

Degree Name:	Pre-Pharmacy A.S.
Degree or Program:	Pre-Pharmacy
Degree Type:	Associate of Science Degree

#### Description:

This Associate of Science in Pre-Pharmacy degree program prepares students to transfer to a pharmacy school. Because requirements vary at each pharmacy school, students should check with their advisor and the institution they plan to transfer to ensure they are enrolled in the correct courses.

General Education Re	equirements			39-42
	COURSE COURSE NAME CRED NUMBER HOUR			
Mathematics	MAT 180	Calculus and Analytic Geometry	5	
Communication	ENG 101 ENG 102 SPE 101	English Composition I English Composition II Oral Communications	3 3 3	
Social Science	HIS 101 or 102 or 115 or 270 or POL 101 or 102	US History or Government	3	
Natural Science	CHM 115 BIO 150	General Chemistry I General Biology I	5 5	
Elective**	4 of the listed electives**	See course descriptions in catalog**	12-15	
CORE COURSE REQ	UIREMENTS MUS	ST INCLUDE:		26-27
Biology	BIO 151 BIO 240/243	General Biology II Anatomy & Physiology I and lab	5 4	
Chemistry	CHM 116 CHM 240 CHM 241 CHM 243	General Chemistry II Organic Chemistry I Organic Chemistry II Organic Chemistry Iab	5 3 3 2	
Physics	PHY 150/153	General Physics I with lab	4	
College Requirement				
For first time college students	COL 101	College Success Seminar	1	
ELECTIVES**				30
	BIO 241/244	Anatomy & Physiology II with lab	4	

# FIND OUT MORE! about SCC

# Department

Science Department

# **Office Coordinator**

Vicki Remington 636-922-8351 vremington@stchas.edu

# **Office Info**

#### Office Hours

7:30 a.m.-4 p.m. Monday-Friday

## Office Location

Administration Building, Room 2442

#### **Office Phone Number**

636-922-8351

	BIO 246	Microbiology	4
	CHM 222	Quantitative Analysis	3
	ECO 110 or 120	Micro or Macro Economics	3
	HIT 110	Medical Terminology	3
	Any PHL		3
	PHY 151/154	General Physics II with lab	4
	PSY 101	Introduction to Psychology	3
	SOC 101	Introduction to Sociology	3
OTAL REQUIRED HO	OURS		

\* The Academic Skills Assessment or appropriate ACT scores are required before enrolling Math or English classes.

\*\* Check with transfer institution to see which courses are required.

- COL 101 is a SCC requirement for all first time college students.

The bolded courses are required for application to SIUE, STL COP, and UMKC pharmacy schools. All other courses are required for one or more of the listed pharmacy schools.

FIRST SEMESTER			16-17
COURSE NUMBER	COURSE NAME	СН	
MAT 180	Calculus and Analytic Geometry I*	5	
CHM 115	General Chemistry I	5	
ENG 101	English Composition I*	3	
SPE 101	Oral Communication	3	
COL 101 -	College Success Seminar	1	
SECOND SEMESTE	R		16-17
COURSE NUMBER	COURSE NAME	СН	
CHM 116	General Chemistry II	5	
BIO 150	General Biology I	5	
ENG 102	English Composition II	3	
Elective**		3-4	
THIRD SEMESTER			17
COURSE NUMBER	COURSE NAME	СН	
BIO 151	General Biology	5	
CHM 240	Organic Chemistry I	3	
PHY 150/153	General Physics I and Lab	4	
BIO 240/243	Anatomy and Physiology I and Lab	4	
FOURTH SEMESTE	R		14-16
COURSE NUMBER	COURSE NAME	СН	
CHM 241	Organic Chemistry II (Spring only)	3	
CHM 243	Organic Chemistry Lab (Spring only)	2	
HIS/POL	U.S. History or Government	3	
Electives**		8-12	
Total Having Damin	ed for Graduation		66-69

#### Courses by Semester



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# Certificates of Achievement – 2014-15

Graduation Requirements

**Business Administration** 

• Business Administration C.A.

**Business Technology** 

- Computer Applications C.A.
- <u>Customer Service C.A.</u>
  <u>Desktop Publishing C.A.</u>

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Child Care & Early Education

• Child Care & Early Education C.A.

Computer-Aided Drafting

• Computer-Aided Drafting (CAD) C.A.

**Computer Science** 

- Data Management C.A.
- Multimedia C.A.
- <u>Networking C.A.</u>
- Programming Languages C.A.
- Web Design C.A.

**Criminal Justice** 

• Law Enforcement C.A.

**Customer Service** 

• Customer Service C.A.

**Desktop Publishing** 

• Desktop Publishing C.A.

**Global Culture** 

• Global Studies C.A.

Multimedia

• Multimedia C.A.

Networking

• Networking C.A.

Practical Nursing

• Practical Nursing C.A.

Programming

• Programming Languages C.A.



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# Certificate Info.

The Certificate of Achievement is awarded to students completing the requirements of one of the career programs with a minimum of 30 semester hours

• Graduation Requirements

Home » Academics » College Catalog » Degrees & Certificates » Business Administration C.A.

## **Business Administration C.A.**



#### What Is Business Administration C.A.?

This certificate program provides students with entry-level knowledge of business administration. The Business Administration Certificate of Achievement can be completed in one year. Business

Administration students choose an area of focus – accounting, banking and finance, management and marketing.

## Occupation Overview

Business Administration graduates may enter fields including general business, banking and finance, management and marketing.

Learn more from SCC Career Services

# Business Administration Careers

Depending on job experience and additional education, graduates with a business administration Certificate of Achievement (C.A.) are employed in a broad range of careers including, but not limited to: accounting clerks, accountants, business service specialists, administrative support, construction managers, curriculum and assessment directors, estimators, event/convention planners, financial

# Occupational Outlook

Because of the diversity of the business careers, there is a varied job outlook. For most jobs, the outlook for growth is as fast as the average.

Students with a combination of work experience and computer skills should have the best job prospects.



In the state of Missouri, business office and

According to the U.S. Department of Labor,

administrative support occupations earn a

mean average of \$32,900 per year.

Source: Bureau of Labor Statistics

earnings increase significantly as a

worker's degree of education rises.

Salary Outlook



# FIND OUT MORE! about SCC Success Story

### Erik Vasquez

"SCC has made the transition from high school to college a lot easier. I have a great opportunity to do something successful with my life."

Full Story

# Department

**Business Administration - Accounting** 

# Related Degrees/ Certificates

• Accounting C.S.

• Banking/Finance C.S.

- Business Administration A.A.S.
- Business Transfer Program Suggested Schedule Guide
- Management C.S.
- Marketing C.S.

# **Program Contact**

Anna Boulware 636-922-8328 aboulware@stchas.edu

Office Coordinator

worker, greenhouse and nursery managers, import/export customs brokers, industrial-organization psychologist, instructional coordinator, loan officer, market research analyst, medical records administrator, public relations specialist, purchasing agent, sports events planner, staff accountants and treasurer.

Ginny Tiller 636-922-8334 gtiller@stchas.edu

# **Office Info**

#### Office Hours

Monday-Friday 7:30 a.m.-4 p.m.

#### **Office Location**

Technology Building, Room 205

#### **Office Phone Number**

636-922-8419

Degree Name:		Business Administration C.A.		
Degree or Program:		Business Administration		
Degree Type:		Certificate of Achievement		
Description:				
General Educatior Must Include: CPT	•	AT 121		13
	COURSE NUMBER	COURSE NAME		EDIT URS
Mathematics	MAT 098	Beginning Algebra or higher	4	
Communication	ENG 101 ENG 102 ENG 115 ENG 125 SPE 101	English Composition I English Composition II Technical Writing Business Writing Oral Communication	3	
Social Science	ECO 100 or ECO 110*	Survey Economics or Principles of Macroeconomics	3	
Elective	CPT/BTC 103 or CPT 115	Microcomputer Applications Introduction to Data Processing	3	
CORE COURSE R	EQUIREMENTS M	UST INCLUDE:		6-7
	ACT 101 or ACT 110**	Applied Accounting Financial Accounting I	3 4	
	BUS 101	Introduction to Business	3	
ELECTIVE COURS	ES			12
Management Option	BUS 201 BUS 206 BUS 210	Principles of Management Human Resource Management Organizational Behavior	3 3 3	
Marketing Option	BUS 230 BUS 232 BUS 236	Principles of Marketing Advertising/Sales Promotion Consumer Behavior	3 3 3	
Accounting Option	ACT 115 ACT 130 ACT 240	Computerized Accounting Managerial Accounting Individual Income Tax Accounting	3 3 3	
Finance Option	BUS 220 ECO 120 ECO 220	Business Finance Principles of Microeconomics Money and Banking	3 3 3	
	Any ACT Any BUS Any ECO MAT 175 GEO 120		3	
TOTAL REQUIRED	HOURS			31-32
* Required for Finar ** Required for Acco Gainful Employmer	ounting and Finance			



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# Certificate Info.

The Certificate of Achievement is awarded to students completing the requirements of one of the career programs with a minimum of 30 semester hours

• Graduation Requirements

Home » Academics » College Catalog » Degrees & Certificates » Computer Applications C.A.

## **Computer Applications C.A.**



# What Is BTC - Computer Applications?

This certificate program provides the graduate with entry-level skills using a variety of current software applications. Students will learn to provide excellent support services and will acquire a broad range of skills in preparation for an entrylevel position. Instructors are committed to assisting students by keeping all course content, equipment and teaching methods current. This ensures better applied learning so students are successful in Business Technology career fields and can be placed in high-paying positions that meet their needs. Courses are offered online, on campus and in a hybrid format.

Students may earn this certificate before acquiring employment, and then when employed, apply all credits toward the twoyear Associate of Applied Science degree in Business Technology.

#### Learn more from SCC Career Services

## **BTC Careers**

A broad range of careers are possible and include, but are not limited to: A broad range of careers are possible and include, but are not limited to: administrative assistant, assistant director, buyer, developmental coordinator, executive secretary, hotel clerk, human resources assistant, legal secretary, medical secretary, municipal clerk, office manager, program assistant, receptionist, secretary,

## Occupational Outlook

Nearly all students who were seeking employment in a related area found jobs within 180 days of graduation.



Salary Outlook

field.

Salaries vary greatly in different

occupations within this field. The median

2012 salaries were between \$27,000 and

Sources: Occupational Outlook Handbook

40,000 annually for those working in the



# FIND OUT MORE! about SCC Success Story

### Theresa Boyd

"I've learned so much at Environmental Management Corporation; it's the best job I've ever had. And I'm here thanks to SCC."

#### Full Story

#### Brenda Kearns



"I knew I had discovered both the program and the direction in which I wanted to go."

#### Full Story

# Department

Business Technology (BTC)

# Related Degrees/ Certificates

- Business Technology A.A.S.
- Customer Service C.A.
- Desktop Publishing C.A.

customer service representative, front desk clerk, receptionist, telephone operator, warranty administrator, clerical assistant and desktop publisher.

Degree Name:	Computer Applications C.A.
Degree or Program:	Business Technology
Degree Type:	Certificate of Achievement

#### **Description:**

This certificate program provides the graduate with entry-level skills in computer applications. Responsibilities may include tasks related to word process, spreadsheets, presentations, database management, and desktop publishing. Current computer and technology skills are applied in all areas of Microsoft Office, desktop publishing, and use of the Internet.

Business Technology program representatives assist students with job placement efforts throughout the program. The courses for this certificate may be applied to the Associate of Applied Science degree in the same area.

General Education Requirements		12		
		CRE HOL		
Mathematics	MAT 105	Applied Math	3	
Communication	ENG 101 or ENG 102 or SPE 101	English Composition I or English Composition II or Oral Communication	3	
Social Science	HIS 101 or HIS 102 or HIS 115 or HIS 270 or POL 101 or POL 102	US History to 1877 or US History since 1877 or US History since 1945 or History of Missouri or American Government or State and Local Government	3	
Elective	BTC/CPT 103	Microcomputer Applications	3	
CORE COURSE	REQUIREMEN	TS MUST INCLUDE:		25
	BTC 105	Proofreading and Editing Business Documents	3	
	BTC 136	Business Communication with Stakeholders	2	
	BTC 138	Project Management	1	
	BTC 150	Managing Information - Outlook	1	
	BTC 160	Word Processing - Word	2	
	BTC 165	Presentations - Powerpoint	2	
	BTC 170	Spreadsheet Applications - Excel	2	
	BTC 175	Database Applications - Access	2	
	BTC 190	Planning and Design Concepts (Microsoft Publisher)	2	
	BTC 245	Administrative Procedures	3	
	BTC 247	Administrative Supervision	3	
	BTC 290	Publishing Projects	2	
TOTAL REQUIR	ED HOURS			37

# **Program Contact**

Nancy Graviett 636-922-8390 ngraviett@stchas.edu

# **Office** Coordinator

Ginny Tiller 636-922-8334 gtiller@stchas.edu

# **Office Info**

#### **Office Hours**

7:30 a.m.-4 p.m. Monday-Friday

#### **Office Location**

Technology Building, Room 105

**Office Phone Number** 

636-922-8334





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# Certificate Info.

The Certificate of Achievement is awarded to students completing the requirements of one of the career programs with a minimum of 30 semester hours

• Graduation Requirements

Home » Academics » College Catalog » Degrees & Certificates » Customer Service

## **Customer Service C.A.**



# What Is BTC - Customer Service

This program provides the students with skills necessary to handle customers professionally, effectively and successfully. You will become comfortable with electronic communication, improve time management skills, review professional telephone skills, develop project management skills and brush up on computer skills. The courses for this certificate may be applied to the Associate of Applied Science degree.

Instructors are committed to assisting students by keeping all course content, equipment and teaching methods current. This ensures better applied learning so students are successful in Business Technology career fields and can be placed in high-paying positions. Courses are offered online, on-campus and in a hybrid format.

#### Learn more from SCC Career Services

## **BTC Careers**

Customer service is part of most jobs today, and using those skills well can lead to advancement. Some people choose to focus on customers as a customer service representative or customer service specialist.

## Occupational Outlook

Jobs in the customer service arena are growing at an average rate, about 13 percent.

Nearly all students who were seeking employment in a related area found jobs within 180 days of graduation.



Salary Outlook

Salaries vary greatly in different

occupations within this field. The median

2012 salaries were between \$27,000 and

Sources: Occupational Outlook Handbook

40,000 annually for those working in the



# FIND OUT MORE! about SCC Success Story

### Theresa Boyd

"I've learned so much at Environmental Management Corporation; it's the best job I've ever had. And I'm here thanks to SCC."

#### Full Story

#### Brenda Kearns



"I knew I had discovered both the program and the direction in which I wanted to go."

#### Full Story

# Department

Business Technology (BTC)

# **Program Contact**

Nancy Graviett 636-922-8390 ngraviett@stchas.edu

**Office** Coordinator

		ngrav
Degree Name:	Customer Service C.A.	0.6
Degree or Program:	Customer Service	OI
Degree Type:	Certificate of Achievement	1.00

field.

#### Description:

This program provides the students with skills necessary to handle customers professionally, effectively, and successfully. You will become comfortable with business communication--written and verbal; improve time management skills; from professional work standards and image; review professional telephone skills; and brush up on keyboarding and computer skills.

	COURSE NUMBER	COURSE NAME		URS
Mathematics	MAT 105	Applied Math	3	
Communication	ENG 101 or ENG 102 or SPE 101	English Composition I or English Composition II or Oral Communications	3	
Social Science	HIS 101, or 102, or 115, or 270 or POL 101 or 102	U.S. History or American Government	3	
Elective	BTC/CPT 103	Microcomputer Applications	3	
CORE COURSE	REQUIREMENTS MUST INC	LUDE:		23
	BTC 105	Proofreading and Editing Business Documents	3	
	BTC 130	Customer Service Excellence	1	
	BTC 131	Telephone Communication Skills	1	
	BTC 132	Time Management	1	
	BTC 135	Your Professional Image	1	
	BTC 136	Electronic Communication with Stakeholders	2	
	BTC 137	Interpersonal Skills	1	
	BTC 138	Project Management	1	
	BTC 150	Managing Information - Outlook	1	
	BTC 160	Word Processing - Word	2	
	BTC 165	Presentations - Powerpoint	2	
	BTC 170	Spreadsheet Applications - Excel	2	
	BTC 175	Database Applications - Access	2	
	BTC 245	Administrative Procedures	3	
TOTAL REQUIR	RED HOURS			35

Ginny Tiller 636-922-8334 gtiller@stchas.edu

# **Office Info**

#### **Office Hours**

7:30 a.m.-4 p.m. Monday-Friday

#### **Office Location**

Technology Building, Room 105

Office Phone Number

636-922-8334



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# Certificate Info.

The Certificate of Achievement is awarded to students completing the requirements of one of the career programs with a minimum of 30 semester hours

• Graduation Requirements

Home » Academics » College Catalog » Degrees & Certificates » Desktop Publishing C.A.

# **Desktop Publishing C.A.**



# What Is BTC - Desktop Publishing?

This certificate program provides the graduate with entry-level skills as a desktop publisher capable of producing basic publishing documents. Training is provided in many computer software skill areas, page layout, design and management techniques for use in small businesses and home publishing businesses. Current computer and technology skills are applied in all program areas of Microsoft Office, Adobe InDesign, Adobe Photoshop and Adobe Illustrator and the Internet.

Instructors are committed to assisting students by keeping all course content, equipment and teaching methods current. This ensures better applied learning so students are successful in Business Technology career fields and can be placed in high-paying positions that meet their needs. Courses are offered online, on campus and in a hybrid format.

The courses for this certificate may be applied to the Associate of Applied Science degree in Business Technology.

#### Learn more from SCC Career Services

## **BTC Careers**

Desktop publishers use software to design page layouts for print or online documents like newspapers, books, brochures and other items. They create the text, graphics and other materials they will need and

## Occupational Outlook

Nearly all students who were seeking employment in a related area found jobs within 180 days of graduation.

> Find out more from SCC Career Services

Salary Outlook

The median salary with experience is just

over \$37,000. Salaries vary depending on

Sources: Occupational Outlook Handbook

the type of industry and experience.



# FIND OUT MORE! about SCC Success Story

### Theresa Boyd

"I've learned so much at Environmental Management Corporation; it's the best job I've ever had. And I'm here thanks to SCC."

#### Full Story

#### Brenda Kearns



"I knew I had discovered both the program and the direction in which I wanted to go."

#### Full Story

# Department

Business Technology (BTC)

# Related Degrees/ Certificates

- Business Technology A.A.S.
- Computer Applications C.A.
- Customer Service C.A.

format them into a finished product.

Degree Name:	Desktop Publishing C.A.
Degree or Program:	Business Technology
Degree Type:	Certificate of Achievement

#### **Description:**

This certificate program provides the graduate with entry-level skills as desktop publisher, clerical assistant, and capable of producing basic publishing documents. Training is provided in many computer software skill areas, page layout, design, and management techniques for use in small businesses and home publishing businesses. Current computer and technology skills are applied in all program areas of Microsoft Office, Adobe InDesign, Adobe PageMaker, QuarkXPress, Adobe Photoshop and Illustrator, and the Internet.

Work with the Business Technology program representatives for scheduling and job placement assistance at any time during your course work. The courses for this certificate may be applied to the Associate of Applied Science Degree in Business Administrative Systems.

General Educa	tion Requirements			12
	COURSE NUMBER	COURSE NAME		EDIT URS
Mathematics	MAT 105	Applied Math	3	
Communication	ENG 101 or ENG 102 or SPE 101	English Composition I or English Composition II or Oral Communications	3	
Social Science	HIS 101, or 102, 115, or 270 or POL 101 or POL 102	US History or Political Science	3	
Elective	BTC/CPT 103	Microcomputer Applications	3	
CORE COURS	E REQUIREMENTS MUST INCLU	DE:		24
	BTC 136	Electronic Communication with Stakeholders	2	
	BTC 138	Project Management	1	
	BTC 160	Word Processing - Word	2	
	BTC 165	Presentations - Powerpoint	2	
	BTC 170	Spreadsheet Applications - Excel	2	
	BTC 175	Database Applications - Access	2	
	BTC 190	Planning and Design Concepts (Publisher)	2	
	BTC 247	Administrative Supervision	3	
	BTC 290	Publishing Projects	2	
	CPM 170	Computer Graphics	3	
	CPM 210	Digital Photo Editing	3	
TOTAL REQUI	RED HOURS			36

# **Program Contact**

Nancy Graviett 636-922-8390 ngraviett@stchas.edu

# **Office** Coordinator

Ginny Tiller 636-922-8334 gtiller@stchas.edu

# Office Info

#### **Office Hours**

7:30 a.m.-4 p.m. Monday-Friday

#### **Office Location**

Technology Building, Room 105

**Office Phone Number** 

636-922-8334

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# Certificate Info.

The Certificate of Achievement is awarded to students completing the requirements of one of the career programs with a minimum of 30 semester hours.

• Graduation Requirements

Home » Academics » College Catalog » Degrees & Certificates » Child Care & Early Education C.A.

## Child Care & Early Education C.A.

Degree Name: Child	Care & Early Education C.A.
Degree or Program: Child	Care & Early Education
Degree Type: Certifi	cate of Achievement

#### Description:

This certificate prepares students for entry-level or assistant positions in early childhood programs.

Students who have had experience in early childhood programs may also select the courses that are necessary to meet state licensing requirements for administrative positions in early childhood programs.

General Educat	tion Requirem	ents:		12-13
	COURSE NUMBER	COURSE NAME		EDIT JRS
Mathematics	MAT 105 or MAT 108 or MAT 121 or higher	Applied Math or Understanding K-8 Math or Intermediate Algebra or higher	3-4	
Communication	ENG 101	English Composition I	3	
Social Science	HIS 101 or HIS 102 or HIS 115 or POL 101 or POL 102	US History to 1877 or US History since 1877 or US History since 1945 or American Government or State & Local Government	3	
Natural Science		Any BIO, CHM, or PHY	3	
CORE COURSE	REQUIREME	NTS MUST INCLUDE:		18
	CDC 101	Introduction to Early Childhood Education	3	
	CDC 104	Principles of Early Childhood Curriculum	3	
	CDC 105	Early Childhood Practicum I	3	
	CDC 107	Introduction to Young Children with Special Needs	3	
	CDC 109	Early Childhood Practicum I Seminar	1	
	CDC 112	Child Growth & Development I:Prenatal through Early Childhood	3	
	CDC 208	Nutrition, Health, & Safety of Children	3	
Elective Course	es in Child Ca	re (choose two)		6
	CDC 102	Creative Activities and Play for Young Children	3	
	CDC 103	Literacy & Literature for Young Children	3	



# FIND OUT MORE!

about SCC

## Department

Child Care and Early Education

# Related Degrees/ Certificates

• Child Care & Early Education A.A.S.

# **Program Contact**

Kathy Drews 636-922-8424 kdrews@stchas.edu

# **Office** Coordinator

Phyllis Marchand 636-922-8496 phyllis\_marchand@stchas.edu

# Office Info

Office Hours

8 a.m.-4:30 p.m. Monday-Friday

Office Location

Social Sciences Building, Room 1104

**Office Phone Number** 

#### Child Care & Early Education C.A. | SCC Certificate

	formation call 6				
TOTAL REG	UIRED HOURS			36-37	
	CDC 204	Management of Early Childhood Programs	3		
	CDC 202	Music & Movement for Young Children	3		
	CDC 201	Cognitive Activities and STEM for Young Children	3		
	CDC 108	Infant & Toddler Development and Curriculum	3		
	CDC 106	Experiences in Early Childhood Education	1-3		636-922-8496



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# Certificate Info.

The Certificate of Achievement is awarded to students completing the requirements of one of the career programs with a minimum of 30 semester hours

• Graduation Requirements

# Home » Academics » College Catalog » Degrees & Certificates » Computer-Aided Drafting (CAD) C.A.

## Computer-Aided Drafting (CAD) C.A.



#### What Is CAD

This certificate provides the student with knowledge of computer-aided drafting (CAD) while requiring a shorter time commitment than the Associate of Applied Science degree.

This certificate provides the student with skills comprehensive enough for entry-level employment in as little as one year. The student is afforded some latitude in upperlevel course choices.

## Occupation Overview

These technicians (i.e. drafting technicians or "drafters") operate computer-aided design systems to produce final specifications and drawings for new designs. A drafter may work as a team member with engineers, analysts, architects, other drafters and/or designers assigned to a specific design. Drafters use special computer software for producing, communicating and revising detailed specifications and drawings.

#### Learn more from SCC Career Services

## CAD Careers

SCC graduates are employed in a broad range of careers, including, but not limited to: Architectural drafter, automotive design drafter, CAD drafter, civil drafter, construction design, designer, detail drafter, detailer, die designer, die-drawing checker, drawings checker, electrical drafter, estimator, government record keeper,

## Occupational Outlook

Employment of computer-aided design technicians is expected to have varied growth through 2018 depending on the industry. Local/regional placement and outlook has been realizing better than average as compared to the national outlook.



Salary Outlook

CAD graduates typically average between

advancement may be more limited with a

an Associate of Applied Science degree.

Sources: FOCUS Online Career and

**Education Planning Systems** 

Certificate of Achievement as compared to

\$14-\$22/hour. Future promotion and



# FIND OUT MORE! about SCC Success Story

#### Malee Alway

David Niermann said, "Her dedication, high work ethic and thoroughness greatly exceed the typical student performance in our program."

#### Full Story

# Department

Computer-Aided Drafting (CAD)

# Related Degrees/ Certificates

#### Computer-Aided Drafting (CAD) A.A.S.

# **Program Contact**

David Niermann 636-922-8561 dniermann@stchas.edu

# Office Coordinator

Ginny Tiller 636-922-8334 gtiller@stchas.edu factory layout drafter, HVAC drafter, industrial drafter, manufacturing technician, product design drafter, SolidWorks designer, structural drafter, technical illustrator, tooling designer.

Degree Name:	Computer-Aided Drafting (CAD) C.A.
Degree or Program:	Computer-Aided Drafting
Degree Type:	Certificate of Achievement

#### Description:

This certificate provides the student with skills comprehensive enough for entry-level employment in as little as one year. The student is afforded some latitude in upper-level course choices.

General Educat	tion Requirements	5		13
	COURSE NUMBER	COURSE NAME		EDIT URS
Mathematics	MAT 098	Beginning Algebra or Higher***	4	
Communication	ENG 101	English Composition I	3	
Social Science	HIS/POL	History or Political Science**	3	
Elective	CPT/BAS 103	Microcomputer Applications	3	
CORE COURSE	EREQUIREMENTS	MUST INCLUDE:		9
	CDM 103	Introduction to CAD Systems	2	
	CDM 104	CAD Systems II	3	
	CDM 221	Solid Modeling I	3	
	CDM 298	CAD Capstone	1	
ELECTIVE COL	JRSES (Choose Fo	our)		11-12
	CDM 120	Descriptive Geometry	2	
	CDM 205	Architectural Drafting I	3	
	CDM 206	Architectural Drafting II	3	
	CDM 207	Revit Architecture I	3	
	CDM 208	Revit Architecture II	3	
	CDM 209	Construction Materials	3	
	CDM 210	HVAC Drafting	3	
	CDM 211	Structural Drafting	3	
	CDM 212	Electrical/Electronic Drafting	3	
	CDM 222	Solid Modeling II	3	
	CDM 223	Geometric Dimensioning and Tolerance	3	
	CDM 235	Manufacturing Processes	3	
	CDM 251	Introduction to Piping Drafting	3	
	CDM 255	Civil Drafting	3	
	CDM 265	Sustainable Design	3	
	CPM 220	3D Animation	3	
	GEO 120	Introduction to GIS	3	
TOTAL REQUIR	RED HOURS			32-34

\*\* Choose from one History or Political Science course HIS 101, 102, 115, 270; POL 101 or 102.

\*\*\* The Academic Skills Assessment is required before enrolling in Math or English course. If a student places into lower level courses than are required for his/her degree, then the student needs to first enroll in lower level courses before enrolling in the courses needed for graduation.

# **Office Info**

#### Office Hours

7:30 a.m.-4 p.m. Monday-Friday

#### **Office Location**

Technology Building, Room 105

#### **Office Phone Number**

636-922-8334

#### Computer-Aided Drafting (CAD) C.A. | SCC Certificate

The student earning a Certificate needs to be aware that the courses taken are specifically designed to help in obtaining employment, are not designed for transfer to a four-year institution. If the student wants to transfer courses, then the Associate of Arts Degree should be pursued.

For more information, please contact department chair David Niermann at 636-922-8561 or dniermann@stchas.edu

Gainful Employment Disclosure Information



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# Academics Academic Calendar Academic Departments Course Descriptions Class Schedules Credit Programs

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# Degrees and Certificates Non-Credit Courses Online / Distance Learning Student Resources

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# Certificate Info.

The Certificate of Achievement is awarded to students completing the requirements of one of the career programs with a minimum of 30 semester hours

• Graduation Requirements

Home » Academics » College Catalog » Degrees & Certificates » Data Management C.A.

## Data Management C.A.

# What Is Computer Database Management?

Computer database managers write and code logical and physical database descriptions and specify identifiers of database to management system or direct others in coding descriptions.

## Occupation Overview

Database managers specify users and user access levels for databases, and train users on databases and answer user questions. They approve, schedule, plan and supervise the installation and testing of new products and improvements. They develop standards and guidelines to guide the use and acquisition of software and to protect vulnerable information. They may work on project teams to coordinate database development and determine project scope and limitations.

#### Learn more from SCC Career Services

## Database Management Careers

SCC graduates are employed in a broad range of careers including, but not limited to: database administrator, database analyst, geographical information systems (GIS) technician, data warehouse specialist, Web database developer, database management specialist, database inventory manager, technical writer and information specialist.

Degree Name:

Degree Type:

Description:

Degree or Program:

# 2022, faster than the average for all occupations. Growth in this occupation will be driven by the increased data needs of companies across the economy.

Occupational Outlook

Employment of database administrators is

projected to grow 15 percent from 2012 to



Salary Outlook

\$114.200.

Data Management C.A.

Certificate of Achievement

Computer Science

The median hourly wage for data

performers can earn in excess of

Source: FOCUS Online Career and

Education Planning Systems.

management professionals in Missouri is

\$53,470 and \$93,260 per year. Exceptional

\$37.09. Established data management

professionals generally earn between

# Apply now!

# FIND OUT MORE! about SCC Department

Computer Science – Database Management

# Related Degrees/ Certificates

#### • Computer Programming A.A.S.

- Computer Science Transfer Program Schedule Guide
- Computer Security C.S.
- Cyber Security A.A.S.
- Database Management A.A.S.
- Management Information Systems A.A.S.
- Multimedia and Web Design A.A.S.
- Multimedia C.A.
- Multimedia C.S.
- Network Security A.A.S.
- Networking A.A.S.
- Networking C.A.
- Programming Languages C.A.
- Web Design C.A.
- Web Development C.S.

# **Program Contact**

Rex McKanry 636-922-8289 rmckanry@stchas.edu

**Office Coordinator** 

Databases are used to store, manipulate and retrieve data in nearly every type of organization including business, healthcare, education, government and libraries. Database technology is routinely used by people on personal computers, by workgroups accessing databases on network servers and by all employees using enterprise-wide distributed applications. Managers in all industries seek to use knowledge derived from databases for competitive advantage.

#### Data Management C.A. | SCC Certificate

General Educat	ion Requi	rement	S		13	
	COURSE NUMBER		COURSE NAME	CRE HOU		
Mathematics	MAT 098		Beginning Algebra	4		
Communication	ENG 101		English Composition I	3		
Social Sciences	HIS 101 HIS 102 HIS 115 HIS 270 POL 101 POL 102		US History to 1877 US History Since 1877 US History Since 1945 History of Missouri American Government State & Local Government	3		
Elective	CPT 115		Introduction to Data Processing	3		
CORE COURSE REQUIREMENTS MUST INCLUDE: (choose any six)					18	
	CPT 103		Microcomputer Applications Using MS Office	3		
	CPT 106		PC Operating Systems	3		
	CPT 121		Data Communications	3		
	CPT 135		Programming in Python	3		
	CPM 190		Dynamic Programming Languages	3		
	CPT 201		Intro to Database Management	3		
	CPT 240		SQL Basics	3		
	CPT 250		Database Programming	3		
	CPT 260		Oracle Programming	3		
TOTAL REQUIR	ED HOUF	S			31	
Courses by	/ Seme	ester				
FIRST SEMEST	ER					15
COURSE NUME	BER	COUR	SE NAME		СН	
ENG 101		English	Composition I		3	
MAT 098		Beginn	ing Algebra		3	

introduction to Data Processing

COURSE NAME

Social Sciences

Choose two of the core requirements \*

Choose four of the core requirements \*

Core requirements include CPT 103, 106, 121, 135, 201, 240, 250, 260 and CPM 190

Ginny Tiller 636-922-8334 gtiller@stchas.edu

# **Office Info**

#### **Office Hours**

7:30 a.m.-4 p.m. Monday-Friday

#### **Office Location**

Technology Building, Room 105

#### **Office Phone Number**

636-922-8334

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12

15

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CPT 115

HIS or POL

SECOND SEMESTER

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COURSE NUMBER

Academics

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**General Education** Requirements



Home » Academics » College Catalog » Degrees & Certificates » Multimedia C.A.

## Multimedia C.A.



## What Is Multimedia?

Multimedia has changed the way America works! You will learn the fundamentals of multimedia authoring and design using the latest programs on the market leading to entry-level positions.

#### Occupation Overview

Multimedia developers produce and develop CD-ROMs, online training, kiosks and media development using video, audio, programming, animations and graphics. When seeking an entry-level position in this field, it is important to have a "portfolio" containing samples of your best work

## Occupational Outlook

Employment of multimedia and Web professionals is projected to grow 20 percent through 2022, faster than the average for all occupations. Demand will be driven by the growing popularity of mobile devices and e-commerce.

Local/regional placement and outlook have been higher than average compared to the national outlook.





# **FIND OUT MORE!** about SCC Success Story

### Chris Ruth

"They had the courses I was looking for. And the price was right; compared to other colleges and universities, SCC was very competitive."

#### Full Story

# Department

Computer Science - Multimedia and Web Design

# **Related Degrees**/ Certificates

- Computer Programming A.A.S.
- Computer Science Transfer Program Schedule Guide
- Computer Security C.S. o
- Cyber Security A.A.S.
- Data Management C.A.
- Database Management A.A.S.
- Management Information Systems ο AAS
- Multimedia and Web Design A.A.S. 0
- Multimedia C.S.
- Network Security A.A.S. о
- Networking A.A.S. o Networking C.A. o
- Programming Languages C.A.

one of the career programs with a minimum of 30 semester

• Graduation Requirements

Certificate Info.

The Certificate of Achievement

completing the requirements of

is awarded to students

hours

Learn more from SCC Career Services

## Web and Multimedia Careers

SCC graduates are employed in a broad range of careers, including, but not limited to: multimedia developer, webmaster, Web programmer, game developer and creative director

## Salary Outlook

Nationally, established Web and multimedia professionals generally earn between \$33,130 and \$58,140 per year. Exceptional performers can earn in excess of \$76,450.

Opportunities for advancement and promotion after entry-level employment are typically higher with an A.A.S. degree compared to certificates.

# Sources: FOCUS Online Career and Education Planning Systems.

Degree Name:			Multimedia C.A.		
Degree or Prog	ram:		Computer Science		
Degree Type:			Certificate of Achievement		
General Educat	tion Requirements				13
	COURSE NUMBER	С	OURSE NAME	CRED HOUF	
Mathematics	MAT 098	B	eginning Algebra	4	
Communication	ENG 101	EI	nglish Composition I	3	
Social Science	HIS 101 HIS 102 HIS 115 HIS 270 POL 101 POL 102	U U Hi Ai	S. History to 1877 S. History since 1877 S. History since 1945 istory of Missouri merican Government tate and Local Government	3	
Elective	CPT 115	In	troduction to Data Processing	3	
CORE COURSE		ΛU	ST INCLUDE:		6
	CPT 106	P	C Operating Systems	3	
	CPM 120	W	indows Multimedia	3	
ADDITIONAL C	ORE REQUIREMEN	TS	: (Choose any 4)		12
	CPM 170	С	omputer Graphics	3	
	CPM 190		ynamic Programming anguages	3	
	CPM 210	Di	igital Photo Editing	3	
	CPM 220	3[	D Animation	3	
	CPM 250	W	eb Animation	3	
	CPM 260	С	ontent Management Systems	3	
	CPM 270	Di	igital Video Editing	3	
TOTAL REQUIR	RED HOURS				31

## Courses by Semester

-			
FIRST SEMESTER			15
COURSE NUMBER	COURSE NAME	СН	
ENG 101	English Composition I	3	
MAT 098	Beginning Algebra	3	
CPT 115	Introduction to Data Processing	3	
	Choose two of the core requirements *	6	
SECOND SEMESTER			15
COURSE NUMBER	COURSE NAME	СН	
HIS or POL	Social Sciences	3	
	Choose two of the core requirements *	6	
CPT 106	PC Operating Systems	3	
CPM 120	Windows Multimedia	3	
*Core requirements includ	e CPM 170, 190, 210, 220, 250, 260, 270.		
Gainful Employment Disc	losure Information		

# Web Design C.A.Web Development C.S.

# **Program Contact**

Jane O'Donnell 636-922-8594 jodonnell@stchas.edu

# **Office** Coordinator

Ginny Tiller 636-922-8334 gtiller@stchas.edu

# **Office Info**

#### **Office Hours**

7:30 a.m.-4 p.m. Monday-Friday

Office Location

Technology Building, Room 105

#### **Office Phone Number**

636-922-8334





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# Certificate Info.

The Certificate of Achievement is awarded to students completing the requirements of one of the career programs with a minimum of 30 semester hours

• Graduation Requirements

Home » Academics » College Catalog » Degrees & Certificates » Networking C.A.

## **Networking C.A.**

# What Is Computer Networking?

Computer networking is an engineering discipline that aims to study and analyze communication among various computing devices or computer systems that are linked, or networked together to exchange information and share resources.

#### Occupation Overview

Computer network professionals help manage the flow of information between two or more linked computers. They install and test computer and communications media, hardware and software and assist network administrators in the operations of computer hardware, software and communication devices that link computers and remote terminals.

They install, test and debug new network software and hardware. They write documentation and instructions for proper use of the network and help users who need guidance or run into problems.

They help network managers in the evaluation of new applications for use on the network and help install and test software that protects the security of information stored in a network system. They evaluate and install software to guard against computer viruses.

#### Learn more from SCC Career Services

# Computer Networking Careers

SCC graduates are employed in a broad range of careers including, but not limited to: computer network engineer, network security specialist, network security administrator, network security engineer, information systems security manager, systems security administrator, data security analyst and chief security officer.

## Occupational Outlook

Employment of computer network architects is projected to grow 15 percent through 2022, faster than the average for all occupations. Demand for computer network professionals will increase as firms continue to expand wireless and mobile networks.



# FIND OUT MORE! about SCC Department

Computer Science - Networking

# Related Degrees/ Certificates

• Networking A.A.S.

# **Program Contact**

Michael Fuszner 636-922-8322 mfuszner@stchas.edu

# Office Coordinator

Ginny Tiller 636-922-8334 gtiller@stchas.edu

# Office Info

#### Office Location

Technology Building, Room 105

Office Phone Number

Degree Name:	Networking C.A.
Degree or Program:	Networking

Salary Outlook

\$94,320 per year.

In Missouri, the median hourly wage is

\$30.93 for computer network support

Sources: FOCUS Online Career and

Education Planning Systems.

\$46.16 for computer network architects and

specialists. Established computer network

professionals earn between \$55,900 and

https://www.stchas.edu/degrees-certificates/Networking-CA[4/7/2015 8:19:15 AM]

Degree Type:		Certificate of Achievement			
skills-based train corporate workpl	ing in state-of-the-art lace and industry cert	Charles Community College pro- c classroom labs. They help to pro- ifications. Learn how to configure estations, servers, routers, switch	epare you e, manag	u for the	
	General Education Requirements Must Include: CPT 103, CPT 105, MAT 121				
	COURSE NUMBER	COURSE NAME	CREI HOU		
Mathematics	MAT 098 or higher	Beginning Algebra	4		
Communication	ENG 101 or ENG 102 or ENG 115 or ENG 125 or SPE 101	English Composition I English Composition II Technical Writing Business Writing Oral Communication	3		
Social Sciences	Pick one: HIS 101 HIS 102 HIS 115 HIS 270 POL 101 POL 102	US History to 1877 US History Since 1877 US History Since 1945 History of Missouri American Government State & Local Government	3		
Elective	Any ANT Any ART BAS 103 Any BIO CPT 103, 115 Any CHM Any ECO EDU 220 Any ENG Any ENG Any Foreign Language Any GEO Any HIS Any HIS Any UIT Any MUS Any PHE Any PHE Any PHL Any POL Any SOC Any SPE Any THE		3		
CORE COURSE	REQUIREMENTS M	UST INCLUDE:		19	
	CPC 107	A+ (Computer Repair & Maintenance	5		
	CPC 125	Windows Desktop Operating Systems	3		
	CPC 170	CCNA1	5		
	CPC 180	Introduction to UNIX/Linux	3	1	
	CPC 160	Security Fundamentals	3		
ELECTIVE COU	RSES**			0	
None					

FIRST SEMESTER			15
COURSE NUMBER	COURSE NAME	СН	
Pick One: ENG 101 ENG 102 ENG 115 ENG 125 SPE 101	English Composition 1 English Composition 1 Technical Writing Business Writing Oral Communication	3	
MAT 098 or higher	Beginning Algebra	4	
CPC 107	A+ (computer Repait & Maintenance)	5	
CPC 125	Windows Desktop Operating Systems	3	
SECOND SEMESTER			17
COURSE NUMBER	COURSE NAME	СН	
Pick One: HIS 101 HIS 102 HIS 115 HIS 270 POL 101 POL 101	US History to 1877 US History Since 1877 US History Since 1945 History of Missouri American Government State & Local Government	3	
Elective	Any ANT Any ART BAS 103 Any BIO CPT 103, 115 Any CHM Any ECO EDU 220 Any ENG Any Foreign Language Any GEO Any HIS Any HIS Any LIT Any MAT Any MUS Any PHE Any PHE Any PHL Any PHL Any POL Any PSY Any SOC Any SPE Any THE	3	
CPC 170	CCNA1	5	
CPC 160	Security Fundamentals	3	
CPC 180	Introduction to UNIX/Linux	3	



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# Certificate Info.

The Certificate of Achievement is awarded to students completing the requirements of one of the career programs with a minimum of 30 semester hours

• Graduation Requirements

Home » Academics » College Catalog » Degrees & Certificates » Programming Languages C.A.

## Programming Languages C.A.

# What Is Computer Programming?

Computer programmers determine the types of information and data needed to produce the computer results expected by an organization's decision-makers and decide how to analyze and process information and summarize results in printed reports or graphic displays. They determine what programming language to use to write programs that satisfy an organization's needs.

### Occupation Overview

Computer programmers write the detailed instructions (programs and software) that list in a logical order the steps the computer must follow to organize data to solve a problem. Programmers determine how to capture and enter information needed and summarize computer results in reports and displays.

Many programmers obtain a two-year associate degree for an entry-level position. However, the trend for many positions has been the requirement of a bachelor's degree. If a student wants to transfer courses, then the Associate of Applied Science degree should be pursued and the Computer Science Transfer Program Schedule Guide followed.

Learn more from SCC Career Services

# Computer Programming Careers

SCC graduates are employed in a broad range of careers including, but not limited to: programmer/analyst, application programmer/developer, programmer systems analyst, network or system software engineer, project manager and technical writer.

# Occupational Outlook

Employment of computer programmers is projected to grow 8 percent through 2022, about as fast as the average for all occupations.



Salary Outlook

The average starting salary for

programmers is \$32,500 with an

associate's degree and about \$50,000 per

year with a bachelor's degree. The hourly

mean wage for computer programmers in

Missouri is \$34.48. Established computer

\$53,620 and \$91,000 per year. Exceptional

programmers generally earn between

performers can earn in excess of

Sources: FOCUS Online Career and

\$113,380.

# FIND OUT MORE! about SCC Department

Computer Science – Computer Programming

# Related Degrees/ Certificates

• Computer Programming A.A.S.

# **Program Contact**

Rex McKanry 636-922-8289 rmckanry@stchas.edu

# **Office** Coordinator

Ginny Tiller 636-922-8334 gtiller@stchas.edu

# Office Info

### **Office Hours**

7:30 a.m.-4 p.m. Monday-Friday

### **Office Location**

Technology Building, Room 105

**Office Phone Number** 

#### Education Planning Systems.

636-922-8334

Degree Name:	Programming Languages C.A. Programming	
Degree or Program:		
Degree Type:	Certificate of Achievement	

#### Description:

Software development is a foundation of IT departments, and this certificate prepares you for entry-level positions that develop, manufacture and support a wide range of software products.

Operation systems and other system software, productivity software, network software and Internet software are some of the exciting programs that are continuously enhanced and expanded.

	COURSE NUMBER	COURSE NAME	CRE	
Mathematics	MAT 098	Beginning Algebra	4	-
Communication	ENG 101	English Composition I	3	
Social Sciences	HIS 101 HIS 102 HIS 115 HIS 270 POL 101 POL 102	US History to 1877 US History Since 1877 US History Since 1945 History of Missouri American Government State & Local Government	3	
Elective	CPT 115	Introduction to Data Processing	3	
CORE COURSE	REQUIREMEN	NTS MUST INCLUDE: (choose any six)		18
	CPT 135	Programming in Python	3	
	CPT 182	Beginning Programming C++	3	
	CPT 186	Advanced Programming C++	3	
	CPT 280	Visual Basic	3	
	CPT 282	Advanced Basic	3	
	CPT 284	Java Programming	3	
	CPT 287	Advanced Java Programming	3	
	CPM 190	Dynamic Programming Languages	3	
	CPT 185	Programming in C#	3	
	CPT 240	SQL Basics	3	
	CPT 250	Database Programming	3	
	CPT 104	Intro to Programming Animation & Games	3	
	CPT 260	Oracle Programming	3	
	CPT 160	Mobile Apps Development	3	
	CPT 172	FORTRAN	3	
	CPT 174	COBOL Programming I	3	
	CPT 175	COBOL Programming II	3	
TOTAL REQUIR	ED HOURS			31

## Courses by Semester

FALL SEMESTER				
	COURSE NUMBER	COURSE NAME	СН	
	MAT 098	Beginning Algebra	4	
	CPT 115	Introduction to Data Processing	3	
	CPT Elective	CPT Elective Part 1	3	
	CPT Elective	CPT Elective Part 1	3	

#### Programming Languages C.A. | SCC Certificate

CPT Elective	CPT Elective Part 1	3	
SPRING SEMESTER			15
COURSE NUMBER	COURSE NAME	CH	
HIS or POL	Social Sciences	3	
ENG 101	English Composition I	3	
CPT Elective	CPT Elective Part 2	3	
CPT Elective	CPT Elective Part 2	3	
CPT Elective	CPT Elective Part 2	3	

## CPT Electives: Choose any six of the following courses

Part 1 (Fall)	Choose 3 courses for 9 hrs	Part 2 (Spring)	Choose 3 courses for 9 hrs
CPT 182	Beg. Programming C++	CPT 186	Adv. Programming C++
CPT 280	Visual Basic	CPT 282	Adv. Visual Basic
CPM 284	Java Programming	CPT 287	Adv. Java Programming
CPT 240	SQL Basics	CPT 260	Oracle Programming
CPT 104	Intro to Prog. Animation & Games	CPT 250	Database Programming
CPT 190	Dynamic Prog. Languages	CPT 160	Mobile Apps Development
CPT 174	COBOL Programming I	CPT 185	Programming in C#
CPT 135	Programming in Python	CPT 175	COBOL Programming II

Gainful Employment Disclosure Information



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Home » Academics » College Catalog » Degrees & Certificates » Web Design C.A.

#### Web Design C.A.



### What Is Web Design?

This program option provides students the knowledge to develop vibrant websites. Students will focus on Web page design and development, 2D and 3D graphics and animation for the Web, database and dynamic scripting (programming) languages, apps development, content management systems and social media marketing.

#### Occupation Overview

Web designers design Web pages, graphic content and animation, using HTML and Web editors to determine determine the look and feel of an entire website. Specialized coursework in Internet and website technology is very helpful. Courses should include Internet software languages, website design using graphics and audiovisual techniques, website setup and maintenance and information security. Courses in marketing and advertising will strengthen your credentials. When seeking an entry-level position in this field, it is important to have a portfolio containing samples of your best work.

Learn more from SCC Career Services

## Web and Multimedia Careers

SCC graduates are employed in a broad range of careers, including, but not limited to: multimedia developer, webmaster, Web programmer, game developer and creative director.

### Occupational Outlook

Employment of multimedia and Web professionals is projected to grow 20 percent through 2022, faster than the average for all occupations. Demand will be driven by the growing popularity of mobile devices and e-commerce.

Local/regional placement and outlook have been higher than average compared to the national outlook.



Salary Outlook

of \$76,450.

Nationally, established Web and

multimedia professionals generally earn

between \$33,130 and \$58,140 per year.

Opportunities for advancement and

Exceptional performers can earn in excess



## FIND OUT MORE! about SCC Success Story

#### Chris Ruth

"They had the courses I was looking for. And the price was right; compared to other colleges and universities, SCC was very competitive."

#### Full Story

### Department

Computer Science – Multimedia and Web Design

## Related Degrees/ Certificates

- Computer Programming A.A.S.
- Computer Science Transfer Program Schedule Guide
- Computer Security C.S.
- Cyber Security A.A.S.
- Data Management C.A.
- Database Management A.A.S.
- Management Information Systems A.A.S.
- Multimedia and Web Design A.A.S.
- Multimedia C.A.
- Multimedia C.S.
- Network Security A.A.S.
- Networking A.A.S.
- Networking C.A.

#### Academics Academic Calendar

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## Certificate Info.

The Certificate of Achievement is awarded to students completing the requirements of one of the career programs with a minimum of 30 semester hours

• Graduation Requirements

promotion after entry-level employment are typically higher with an A.A.S. degree compared to certificates.

Sources: FOCUS Online Career and Education Planning Systems.

Degree Name:	Web Design C.A.
Degree or Program:	Computer Science
Degree Type:	Certificate of Achievement

#### **Description:**

Learn the fundamentals of Web page authoring and design using the latest programs on the market leading to entry-level positions. Companies everywhere need webmasters to compete in today's business world.

General Education Requirements			13	
	COURSE NUMBER	COURSE NAME	CRED HOUF	
Mathematics	MAT 098	Beginning Algebra	4	
Communication	ENG 101	English Composition I	3	
Social Science	HIS 101 HIS 102 HIS 115 HIS 270 POL 101 POL 102	U.S. History to 1877 U.S. History since 1877 U.S. History since 1945 History of Missouri American Government State and Local Government	3	
Elective	CPT/BTC 103	Microcomputer Applications	3	
CORE COURSE REQUIREMENTS MUST INCLUDE:				
	CPT 106	PC Operating Systems	3	
	CPM 120	Windows Multimedia	3	
	CPM 160	HTML	3	
ADDITIONAL CORE REQUIREMENTS: (Minimum of 9 Credit Hours)				9
	CPM 190	Dynamic Programming Languages	3	
	CPM 215	Fireworks	2	
	CPM 230	Social Media Marketing for the Web	3	
	CPM 240	Web Design	3	
	CPM 250	Web Animation	3	
	CPM 260	Content Management Systems	3	
	CPM 280	JavaScript	3	
	CPT 160	Mobile Apps Development	3	
TOTAL REQUIR	ED HOURS			31

Programming Languages C.A.Web Development C.S.

### **Program Contact**

Jane O'Donnell 636-922-8594 jodonnell@stchas.edu

### **Office Coordinator**

Ginny Tiller 636-922-8334 gtiller@stchas.edu

### Office Info

#### **Office Hours**

7:30 a.m.-4 p.m. Monday-Friday

**Office Location** 

Technology Building, Room 105

#### **Office Phone Number**

636-922-8334

For more information, call the program coordinator Jane O'Donnell at 636-922-8594.

#### Courses by Semester

FIRST SEMESTER			16
COURSE NUMBER	COURSE NAME	СН	
ENG 101	English Composition I	3	
MAT 098	Beginning Algebra	4	
CPT/BTC 103	Microcomputer Applications	3	
	Choose two of the core requirements *	6	
SECOND SEMESTER			15
COURSE NUMBER	COURSE NAME	СН	

#### Web Design C.A. | SCC Certificate

HIS or POL	Social Sciences	3
	Choose one of the core requirements *	3
CPT 106	PC Operating Systems	3
CPM 120	Windows Multimedia	3
CPM 160	HTML	3

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## Certificate Info.

The Certificate of Achievement is awarded to students completing the requirements of one of the career programs with a minimum of 30 semester hours

• Graduation Requirements

Home » Academics » College Catalog » Degrees & Certificates » Law Enforcement CA

### Law Enforcement C.A.



#### What Is Law Enforcement C.A.?

This certification program prepares individuals to perform the duties of police and public security officers, including patrol and investigative activities, traffic control, crowd control and public relations, witness interviewing, evidence collection and management, basic crime prevention methods, weapon and equipment operation and maintenance, report preparation and other routine law enforcement responsibilities.

#### Occupation Overview

Criminal Justice graduates may enter fields ranging from protective services, law enforcement and criminology.

## Occupational Outlook

Because of the multitude of careers in this field, the outlook is varied. Positions that have a bright outlook include compliance officers and sheriffs. These positions are projected to experience rapid increases in employment with large numbers of job openings over the next several years or are new and emerging occupations in higharowth industries.







## FIND OUT MORE! about SCC Success Story

#### John Ayres

"Professor Van Mierlo's class was a great learning experience. Since he is a lawyer, he sees both sides of criminology."

#### Full Story

## Department

Criminal Justice

## **Related Degrees**/ Certificates

- Criminal Justice Transfer Program Schedule Guide
- Law Enforcement A.A.S.

### Program Contact

David Van Mierlo 636-922-8253 dvanmierlo@stchas.edu

## Office Coordinator

Margaret O'Dea 636-922-8398 modea@stchas.edu

#### Learn more from SCC Career Services

#### **Criminal Justice Careers**

Depending on job experience and additional education, graduates with a law enforcement Certificate of Achievement (C.A.) are employed in a broad range of careers including, but not limited to: compliance officer, computer security specialist, correction officer, court clerk, court reporter, police and detectives supervisor, police officer and sheriff.

### Salary Outlook

In the state of Missouri, employees working in the criminal justice field earn a mean average of 37,200 per year, depending on education, experience and employer. Source: Bureau of Labor Statistics

According to the U.S. Department of Labor, earnings increase significantly as a worker's degree of education rises.

Degree Name:	Law Enforcement C.A.
Degree or Program:	Criminal Justice
Degree Type:	Certificate of Achievement

#### Description:

Complete a minimum of 32 credit hours, including 12 credit hours of general education courses (one course from communication, one course from mathematics, one course from social science, and one course from the electives.

The college grants up to 15 credit hours toward the A.A.S. degree for students who already have completed the 1000-hour course at Eastern Missouri Law Enforcement Training Academy. These credit hours will be granted at the completion of all the other A.A.S. degree requirements. See an academic advisor if you have attended or plan to attend the academy.

General Educa	tion Requirements:			12-13
	COURSE NUMBER	COURSE NAME	CRED HOUR	
Mathematics	MAT 098 or higher	Beginning Algebra	3-4	
Communication	ENG 101 or ENG 102 or ENG 115 or ENG 125 or SPE 101	English Composition I English Composition II or Technical Writing or Business Writing or Oral Communication	3	
Social Science	HIS 101 or HIS 102 or HIS 115 or HIS 270 or POL 101 or POL 102	U.S. History to 1877 U.S. History Since 1877 U.S. History Since 1945 History of Missouri American Government State & Local Government	3	
Elective	BTC/CPT 103	Microcomputer Applications	3	
CORE COURSE following):	E REQUIREMENTS N	/UST INCLUDE: (choose three of	the	9
	CRJ 140	Introduction to Criminal Justice	3	
	CRJ 170	Criminal Law	3	
	CRJ 171	Criminal Evidence	3	
	CRJ 175	Criminology	3	
	CRJ 201	Criminal Justice: Politics & Policy	3	
	CRJ 205	Juvenile Justice	3	
Law Enforceme	ent Electives (choos	e from the following)		9
	CRJ 101	Introduction to Victimology	3	
	CRJ 103	Addictive Disease Concepts	3	
	CRJ 104	Treatment: Alcohol & Drugs	3	
	CRJ 110	Investigations	3	
	CRJ 202	Correctional Institutions	3	
	CRJ 210	Crime Victimization	3	
	CRJ 224	Constitutional Law	3	
	CRJ 230	Crisis Intervention	3	
	CRJ 240	Probation and Parole	3	
	CRJ 250	Police Administration	3	
			-	
	CRJ 260	Police Community Relations	3	
	CRJ 260 CRJ 266	Police Community Relations Internship II	3 1-6	

### **Office Info**

#### Office Hours

7:45 a.m.-4:15 p.m. Monday-Friday

#### **Office Location**

Social Sciences Building, Room 1104

#### **Office Phone Number**

636-922-8398

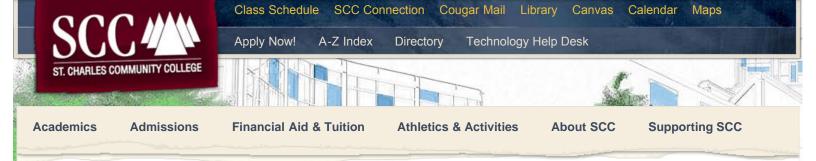
Other Required	l Course			2-7
	CRJ 265	Internship I	1-6	
	CRJ 298	Capstone	1	
TOTAL REQUIR	RED HOURS			32-38
		ired to take CRJ 292 as well. 8253 or email dvanvierlo@stcha:	s.edu.	
	nent Disclosure Inforr	notion		



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## Certificate Info.

The Certificate of Achievement is awarded to students completing the requirements of one of the career programs with a minimum of 30 semester hours

• Graduation Requirements

Home » Academics » College Catalog » Degrees & Certificates » Global Studies C.A.

### **Global Studies C.A.**

**General Education Requirements** 

Degree Name:	Global Studies C.A.
Degree or Program:	Global Culture
Degree Type:	Certificate of Achievement

#### Description:

This program is designed to enable students to develop a fundamental level of international and intercultural competence, and to prepare them to assume their role in an increasingly complex, interconnected and interdependent world. Additionally, the Program will reinforce the four State-Level Skill Area Goals and the four State-Level Knowledge Area Goals of the new General Education structure using an explicit global focus.

#### COURSE NUMBER COURSE NAME CREDIT HOURS Communication Pick One: 3 ENG 101 English Composition I English Composition II ENG 102 SPE 101 **Oral Communications** SPE 102 Public Speaking Pick One: 3-5 BTC/CPT 103 Microcomputer Applications CPT 115 Introduction to Data Processing MAT 098 Beginning Algebra **BIO 100** Introduction to Biology BIO 105/106 Essentials of Biology I and Lab BIO 110/113 Human Biology and Lab BIO 120/121 Introduction to Ecology and Lab BIO 122 Environmental Science **BIO 130** Human Sex and Reproduction CHM 101/103 Introduction to Chemistry and Lab General Chemistry I and Lab CHM 115 PHY 111/113 Introduction to Physical Science PHY 125/127 and Lab PHY 130 Introduction to Physical Geology PHY 150/153 and Lab PHY 240/243 Astronomy General Physics I and Lab College Physics I and Lab CORE COURSE REQUIREMENTS MUST INCLUDE: 6-7 GLS 101 Introduction to Global Studies 3 Foreign Language course 3-4 numbered 201 or higher **ELECTIVE COURSES** 15-18

Choose at least two\*:6-ART 10112



## FIND OUT MORE! about SCC Department

Global Culture/Global Studies

6-8

## **Program Contact**

Denise McCracken 636-922-8447 dmccracken@stchas.edu

## Office Coordinator

Karen Murray 636-922-8556 kmurray@stchas.edu

## Office Info

#### **Office Hours**

8 a.m.-5:30 p.m. Monday-Thursday 8 a.m.-4:30 p.m. Friday

#### Office Location

Humanities Building, Room 203

#### **Office Phone Number**

636-922-8556

than 101)	
POL 255 GLS Courses (other	
POL 220	
POL 210	
HIS 240 POL 201	
HIS 201	
HIS 160	
HIS 146	
HIS 145	
GLS 290	
GEO 102	
GEO 100 GEO 101	
CRJ 280 GEO 100	
BUS 255	
ANT 220	
ANT 171	
ANT 161	
ANT 151	
ANT 102	12
Choose at least two*:	6-
GLC Courses	
THE 122	
SPE 215	
PHL 201	
MUS 232	
MUS 231	
MUS 111	
LIT 275	
LIT 273	
LIT 271	
LIT 240	
LIT 230	
LIT 200	
GLC 290	
ESL 105	
ART 160	



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## Certificate Info.

The Certificate of Achievement is awarded to students completing the requirements of one of the career programs with a minimum of 30 semester hours

• Graduation Requirements

Home » Academics » College Catalog » Degrees & Certificates » Practical Nursing C.A.

### **Practical Nursing C.A.**

Degree Name:	Practical Nursing C.A.
Degree or Program:	Health
Degree Type:	Certificate of Achievement

#### Description:

The practical nursing program at SCC teaches students to provide direct care for patients through classroom and campus laboratory work as well as on-site training in hospital, geriatric and other health care settings.

The practical nursing program is fully approved by the Missouri State Board of Nursing.

Upon successful completion of the program, graduates are eligible to apply to take the National Licensure Exam for Practical Nurses. However, completion of this program does not guarantee licensure. The state board may refuse licensure to applicants who may jeopardize the well-being of Missouri citizens.

"The Missouri State Board of Nursing may refuse to issue any certificate of registration or authority, permit or license required pursuant to this chapter for one or any combination of causes stated in subsection 2 of this section. (1-14) 1990." RSMO 335.066.

General Education Requirements			17		
	COURSE NUMBER	COURSE NAME	CREDIT	HOURS	
Communication	ENG 096 or ENG 101	Developmental Writing II or English Composition I	3		
Social Science	PSY 101 SOC 151 or SOC 251 or PSY 225	Into to Psychology Gerontology or Aspect of Aging or Psychology of Aging	3 3		
Natural Science	BIO 240/243 BIO 241/244	Anatomy & Physiology I Anatomy & Physiology II	4 4		
CORE COURSE	E REQUIREMENTS M	UST INCLUDE:		33	
	NPN 100	Personal & Vocational Concepts	1		
	NPN 101/111/121	Fundamentals of Nursing	7		
	NPN 102/112	Maternal Child Nursing	6		
	NPN 151/161/171	Medical-Surgical Nursing I	11		
	NPN 152/162/172	Medical-Surgical Nursing II	8		
TOTAL REQUIR	RED HOURS			50	
For more information context 626,000,0000					

For more information, contact 636-922-8280.

Gainful Employment Disclosure Information



## FIND OUT MORE! about SCC

Department

Practical Nursing Program

## Related Degrees/ Certificates

#### • Emergency Medical Science A.A.S.

- Health Information Management A.S.
- Nursing A.S.
- Occupational Therapy Assistant A.A.S.
- Pre-Health Professions Suggested Transfer Program (Medical, Dental, Optometry, Veterinary) Schedule Guide

## **Office Coordinator**

Denise Lammers 636-922-8280 dlammers@stchas.edu

## **Office Info**

#### **Office Hours**

8 a.m.-4:30 p.m. Monday-Friday. Hours may vary during summer – please call to confirm.

Office Location

Center for Nursing and Allied Health Sciences, Suite 102

#### **Office Phone Number**

636-922-8280



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### Certificates of Specialization - 2014-

15

Art

• Print Media C.S.

**Business Administration** 

- Accounting C.S.
- Banking/Finance C.S.
   Management C.S.
- Marketing C.S.

**Computer Science** 

- <u>Computer Security C.S.</u>
  <u>Multimedia C.S.</u>
- Web Development C.S.

English as a Second Language

• English as a Second Language C.S.

Graphic Design

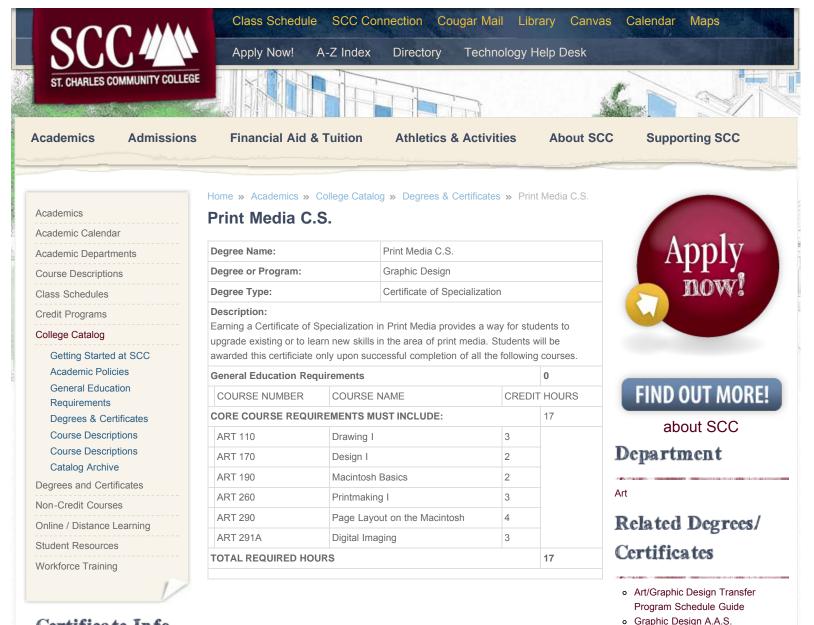
• Print Media C.S.

#### Marketing

• Marketing C.S.

Multimedia

- Multimedia C.S.
- Web Development C.S.



## Certificate Info.

Certificates of Specialization are for people who desire information or skills in a specific area that is usually related to their current job. Students must complete specific program requirements as listed under each program in the catalog. They can usually be completed in a short period of time. The credit hours earned can be applied toward a Certificate of Achievement and/or an Associate of Applied Science degree in the related field, should the student wish to continue study.

https://www.stchas.edu/degrees-certificates/Print-Media-CS[4/7/2015 8:25:23 AM]

**Office Hours** 

Office Info

8:30 a.m.-5:30 p.m. Monday-Thursday

8:30 a.m.-2:30 p.m. Friday

#### **Office Location**

Visual Arts Building

#### **Office Phone Number**

636-922-8556



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Certificate Info.

Certificates of Specialization are

information or skills in a specific

their current job. Students must complete specific program requirements as listed under

area that is usually related to

each program in the catalog.

in a short period of time. The

applied toward a Certificate of

Associate of Applied Science

degree in the related field,

should the student wish to

continue study.

credit hours earned can be

Achievement and/or an

They can usually be completed

for people who desire

General Education Requirements



Home » Academics » College Catalog » Degrees & Certificates » Accounting C.S.

#### Accounting C.S.



#### What Is Business Administration – Accounting?

This certificate program prepares students to provide support to professional accountants and other financial management personnel. This program includes instruction in posting transactions to accounts, record-keeping systems, accounting software operation and general accounting principles and practices.

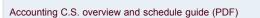
#### Occupation Overview

Individuals working in accounting will aid in the preparation and examination of financial records to ensure financial records are accurate and that taxes are paid properly and on time.

#### Occupational Outlook

Depending on job experience and additional education, positions that have a bright outlook in the accounting field include, accounting clerk, bookkeeper, budget accountant, business service specialist, certified public accountant (CPA) and finance manager. These positions are projected to experience rapid increases in employment with large numbers of job openings over the next several years or are new and emerging occupations in high growth industries.





#### Business Administration Careers – Accounting

Graduates with an accounting Certificate of Specialization (C.S.) are employed in a broad range of careers including, but not limited to: accounting clerk, bookkeeper, brokerage clerk, county or city auditor, payroll and timekeeping clerk and tax preparer.

### Salary Outlook

In the state of Missouri, people well established in bookkeeping, accounting and auditing clerk positions earn a mean average of \$35,100 per year. New account clerks earn a mean average of \$29,400 per year.

Source: Bureau of Labor Statistics



## FIND OUT MORE! about SCC Success Story

#### **Zsantee Tapley**

"In the past, I had to teach myself how to do my job. Now that I have an education, there is more certainty in what I'm doing. I worked really hard for this, and I deserve it."

Full Story

## Department

**Business Administration - Accounting** 

## Related Degrees/ Certificates

#### • Banking/Finance C.S.

- Business Administration A.A.S.
- Business Administration C.A.
- Business Transfer Program
- Suggested Schedule Guide • Management C.S.
- Marketing C.S.

## **Program Contact**

Anna Boulware 636-922-8328 aboulware@stchas.edu

According to the U.S. Department of Labor, earnings increase significantly as a worker's degree of education rises.

Degree Name:		Accounting C.S.		
Degree or Progr	am:	Business Administration		
Degree Type:		Certificate of Specialization		
seeking to impro-	ve skills or wanting to	inting targets people already obtain new skills. The special lucation credits and consists	ized certificate	,
General Educati	ion Requirements			0
CORE COURSE	REQUIREMENTS MU	JST INCLUDE:		10
ACT 101	Applied Accou	nting**	3	
ACT 110	Financial Acco	unting	4	
ACT 115	Computerized	Accounting	3	
ELECTIVE COU	RSES: Pick Two (2)			6
Any ACT			3	
Any BUS			3	
Any ECO			3	
	ED HOURS			16

### **Office** Coordinator

Ginny Tiller 636-922-8334 gtiller@stchas.edu

## **Office Info**

#### **Office Hours**

Monday-Friday 7:30 a.m.-4 p.m.

#### **Office Location**

Technology Building, Room 205

#### **Office Phone Number**

636-922-8419



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## Certificate Info.

Certificates of Specialization are for people who desire information or skills in a specific area that is usually related to their current job. Students must complete specific program requirements as listed under each program in the catalog. They can usually be completed in a short period of time. The credit hours earned can be applied toward a Certificate of Achievement and/or an Associate of Applied Science degree in the related field, should the student wish to continue study.

Home » Academics » College Catalog » Degrees & Certificates » Banking/Finance

### Banking/Finance C.S.



#### What Is Business Administration – Banking/Finance C.S.?

This certificate program provides students with improved banking and finance skills. This certificate program targets people already in the workforce, seeking to improve skills or wanting to obtain new skills. The specialized certificate requires 15 credit hours, no General Education credits and consists of five classes.

#### Occupation Overview

Individuals working in finance will plan, manage and analyze the financial and monetary aspects and performance of business enterprises, banking institutions or other organizations. It includes instruction in principles of accounting, financial instruments, capital planning, funds, acquisition, asset and debt management, budgeting, financial analysis and investments and portfolio management.

### Occupational Outlook

Depending on job experience and additional education, positions in banking/finance that have a bright outlook include bank and branch manager, business service specialist, controller, financial worker, general operations manager, loan officer and treasurer. These positions are projected to experience rapid increases in employment with large numbers of job openings over the next several years or are new and emerging occupations in high growth industries.

Because of the diversity of the banking and finance career field, there is a varied job outlook. For most jobs, the outlook for growth from years 2012 to 2022 ranges from 4 to 26 percent.



#### Learn more from SCC Career Services

Business Administration Careers – Banking/Finance

## Salary Outlook

In the state of Missouri, people well



## FIND OUT MORE! about SCC Success Story

#### Erik Vasquez

"SCC has made the transition from high school to college a lot easier. I have a great opportunity to do something successful with my life."

#### Full Story

## Department

Economics/Finance

## Related Degrees/ Certificates

- Accounting C.S.
- Business Administration A.A.S.
- Business Administration C.A.
- Business Transfer Program Suggested Schedule Guide
- Management C.S.
- Marketing C.S.

## Office Info

#### **Office Hours**

7:30 a.m.-4 p.m.

Monday-Friday

**Office Location** 

Graduates with a banking/finance Certificate of Specialization (C.S.) are employed in a broad range of careers including, but not limited to: accounting clerk, actuary, administrative assistant, business service specialist, budget analyst, contract administrator, credit analyst, estimator, financial analyst, financial examiner, financial planner, foreign exchange trader, insurance agent, loan officer, management consultant analyst, market research analyst and title examiner. established in their finance career earn an average of \$52,790-\$86,940. Source: Bureau of Labor Statistics

According to the U.S. Department of Labor, earnings increase significantly as a worker's degree of education rises. Technology Building, Room 205

**Office Phone Number** 

636-922-8419

Degree Name:		Banking/Finance C.S.		
Degree or Progr	am:	Business Administration		
Degree Type:		Certificate of Specialization		
to improve skills o	or wanting to obtain n	ce targets people already in the wo new skills. The specialized certifica edits and consists of five classes.		
General Educati	on Requirements			0
CORE COURSE	REQUIREMENTS M	UST INCLUDE:		6
BUS 101	Introduction t	to Business	3	
BUS 220	Principles of	Finance	3	
ELECTIVE COUR	RSES: Pick Three (3	3)		9
Any ACT			3	
Any BUS			3	
			3	
Any ECO				



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Home » Academics » College Catalog » Degrees & Certificates » Management C.S.

#### Management C.S.





A business management certificate is a short-term education program that covers the basics of the business world. Students will learn about basic management principles, human resource management and business practices. Students will also learn basic accounting and communication skills. This program offers a certificate instead of a degree.

A certificate in Business Administration – Management can open doors for the unskilled worker or help brush up on skills for someone who is already working in the business world. Whether a student owns a small business or is looking for ways to boost his or her marketability, this certificate will be beneficial.

#### Occupation Overview

Students who choose a career in management have the option to work in a variety of fields. They will organize and coordinate business activities to aid in achieving a business' goals.

#### Occupational Outlook

Depending on job experience and additional education, positions in management that have a bright outlook include construction manager, crop and livestock manager, emergency management specialist, farmers and ranchers, general and operations managers, green house and nursery manager, hospital administrator, medical records administrator and guality control manager. These positions are projected to experience rapid increases in employment with large numbers of job openings over the next several years or are new and emerging occupations in high growth industries.



## FIND OUT MORE! about SCC Success Story

#### Erik Vasquez

"SCC has made the transition from high school to college a lot easier. I have a great opportunity to do something successful with my life."

#### Full Story

### Department

Business Administration

## Related Degrees/ Certificates

- Accounting C.S.
- Banking/Finance C.S.
- Business Administration A.A.S.
- Business Administration C.A.
- Business Transfer Program
- Suggested Schedule Guide • Marketing C.S.

## **Program Contact**

Anna Boulware 636-922-8328 aboulware@stchas.edu

Office Coordinator

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## Certificate Info.

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Learn more from SCC Career Services

#### Business Administration – Management Careers

SCC graduates with a management certificate of specialization (C.S.) are

### Salary Outlook

In the state of Missouri, people well established in a food service management career earn a mean average of \$46,770. employed in a broad range of careers including, but not limited to: food service manager, retail manager and shift supervisor.

#### Source: Bureau of Labor Statistics

According to the U.S. Department of Labor, earnings increase significantly as a worker's degree of education rises.

Degree Name:		Management C.S.		
Degree or Program:	Degree or Program: Business Administration			
egree Type: Certificate of Specialization				
seeking to improve skil	Is or wanting to	gement targets people already in the wo obtain new skills. The specialized certifi education credits and consists of five cla	cate	
General Education Re	equirements			0
CORE COURSE REQUIREMENTS MUST INCLUDE:			6	
BUS 101	Introduction to I	Business	3	
BUS 201	Principles of Ma	anagement	3	
ELECTIVE COURSES	: Pick Three (3)			9
Any ACT			3	
Any BUS			3	
Any ECO			3	
TOTAL REQUIRED HO	OURS			15

#### Ginny Tiller 636-922-8334 gtiller@stchas.edu

### **Office Info**

#### **Office Hours**

7:30 a.m.-4 p.m. Monday-Friday

#### **Office Location**

Technology Building, Room 205

#### **Office Phone Number**

636-922-8419



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**General Education** Requirements



Home » Academics » College Catalog » Degrees & Certificates » Marketing C.S.

#### Marketing C.S.



#### What Is Business Administration – Marketing C.S.?

This certificate program generally prepares individuals to undertake and manage the process of developing consumer audiences and moving products from producers to consumers. It includes instruction in buyer behavior and dynamics, principle of marketing research, demand analysis, costvolume and profit relationships, pricing theory, marketing campaign and strategic planning, market segments, advertising methods, sales operations and management, consumer relations, retailing and applications to specific products and markets.

Certificates of Specialization are for people who desire information or skills in a specific area that is usually related to their current job. Students must complete specific program requirements as listed under each program in the catalog. They can usually be completed in a short period of time. The credit hours earned can be applied toward a Certificate of Achievement and/or an Associate of Applied Science degree in the related field, should the student wish to continue study.



#### Learn more from SCC Career Services

#### **Business Administration** Careers – Marketing

SCC graduates with a certificate in marketing are employed in a broad range

#### Occupational Outlook

Depending on job experience and additional education, positions in marketing that have a bright outlook include marketing manager, public relations specialist, retail buyer and sales representative. These positions are projected to experience rapid increases in employment with large numbers of job openings over the next several years or are new and emerging occupations in highgrowth industries.

Employment of advertising, promotions and marketing managers is projected to grow up to 15 percent from 2012 to 2022, about as fast as the average occupations. Advertising, promotions and marketing will continue to be essential for organizations as they seek to maintain and expand their share of the market.

Salary Outlook

In the state of Missouri, people well

average of \$63,650 per year.

established in their career earn a mean



## FIND OUT MORE! about SCC Success Story

#### Erik Vasquez

"SCC has made the transition from high school to college a lot easier. I have a great opportunity to do something successful with my life."

#### Full Story

## Department

#### Business Administration

## **Related Degrees**/ Certificates

- Accounting C.S.
- Banking/Finance C.S.
- Business Administration A.A.S.
- Business Administration C.A.
- **Business Transfer Program**
- Suggested Schedule Guide Management C.S.

## **Program Contact**

Anna Boulware 636-922-8328 aboulware@stchas.edu

Office Coordinator

of careers including, but not limited to: advertising sales promotion manager, buyer, fashion coordinator, fund raiser, market research analyst, marketing manager, purchasing manager, sales manager, sales representative, sports event planner and telemarketer.

#### Source: Bureau of Labor Statistics

According to the U.S. Department of Labor, earnings increase significantly as a worker's degree of education rises.

Degree Name:		Marketing C.S.		
Degree or Progra	m:	Business Administration		
Degree Type:		Certificate of Specialization		
seeking to improve	e skills or wanting to	eting targets people already ir o obtain new skills. The specia Education credits and consists	lized certificate	
General Educatio	n Requirements			0
CORE COURSE F	REQUIREMENTS M	IUST INCLUDE:		6
BUS 101	Introduction	to Business	3	
BUS 230	Principles o	f Marketing	3	
ELECTIVE COUR	SES: Pick Three (3	3)		9
Any ACT			3	
Any BUS			3	
			3	
Any ECO			5	

## Office Info

#### **Office Hours**

Ginny Tiller

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gtiller@stchas.edu

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## Certificate Info.

Certificates of Specialization are for people who desire information or skills in a specific area that is usually related to their current job. Students must complete specific program requirements as listed under each program in the catalog. They can usually be completed in a short period of time. The credit hours earned can be applied toward a Certificate of Achievement and/or an Associate of Applied Science degree in the related field, should the student wish to continue study.

Home » Academics » College Catalog » Degrees & Certificates » Computer Security C.S.

### **Computer Security C.S.**

## What Is Computer Security?

Computer security professionals control access to information and prevent unauthorized tampering or disclosure of information.

#### Occupation Overview

Computer security specialists plan, coordinate and implement security measures for information systems. They work with company or government personnel to understand the current system and any security needs that need to be addressed. They test data processing systems to ensure proper functioning and security and modify computer security files to incorporate new software to correct errors or change access status to information. They develop plans to safeguard computer files from accidental or unauthorized modification, destruction or disclosure of information. They also develop plans to meet emergency data processing needs.

Computer security specialists install protective software or make changes to existing software. They may coordinate implementation of computer system security plans with personnel and outside vendors and build firewalls to keep unauthorized users from accessing information. They monitor data logs that report all activity on the system and look for any unusual activity.

#### Learn more from SCC Career Services

#### **Computer Security Careers**

SCC graduates are employed in a broad range of careers including, but not limited to: computer security specialist, computer forensics specialist, network security administrator, network security engineer, information systems security manager, systems security administrator, data security analyst and chief security officer.

## Occupational Outlook

This field is rapidly expanding with emerging needs related to increased use of the Internet by businesses and new concerns regarding information terrorism. Employment of information security analysts is projected to grow 37 percent through 2022, much faster than the average for all occupations.



Salary Outlook

\$105.970.

The median hourly wage for computer

security analysts in Missouri is \$36.87.

People established in computer security

careers generally earn between \$52,940

and \$85,830 per year. Exceptional

performers can earn in excess of



FIND OUT MORE! about SCC Department

Computer Science

## Related Degrees/ Certificates

- Computer Programming A.A.S.
- Computer Science Transfer
   Program Schedule Guide
- Cyber Security A.A.S.
- Data Management C.A.
- Database Management A.A.S.
- Management Information Systems A.A.S.
- Multimedia and Web Design A.A.S.
- Multimedia C.A.
- Multimedia C.S.
- Network Security A.A.S.
- Networking A.A.S.
- Networking C.A.
- Programming Languages C.A.
- Web Design C.A.
- Web Development C.S.

### **Program Contact**

Rex McKanry 636-922-8289 rmckanry@stchas.edu

Office Coordinator

#### Computer Security C.S. | SCC Certificate

## Sources: FOCUS Online Career and Education Planning Systems.

Degree Name:	Computer Security C.S.
Degree or Program:	Computer Science
Degree Type:	Certificate of Specialization

#### **Description:**

A Certificate of Specialization in Computer Security provides an additional option for students to upgrade skills in a focused area of study. Students completing all of these courses at SCC also earn the CNSS 4011 Information Systems Security Professionals Certificate, recognized by the National Security Agency (NSA) in Washington, DC.

Ģ	General Education Requirements				
C	CORE COURSE REQUIREMENTS MUST INCLUDE:			23	
	CPT/BUS 105	Computer Ethics	3		
	CPT 115	Introduction to Data Processing	3		
	CPT 121	Basics of Data Communications	2		
	CPT 165	Programming Logic	3		
	CPT 200	Systems Analysis and Design	3		
	CPT 246	Computer Security	3		
	CPC 170	CCNA1	5		
Т	TOTAL REQUIRED HOURS				

#### Courses by Semester

-			
FIRST SEMESTER			12
COURSE NUMBER	COURSE NAME	СН	
CPT/BUS 105	Computer Ethics	3	
CPT 115	Introduction to Data Processing	3	
CPT 121	Basics of Data Communications	3	
CPT 165	Programming Logic	3	
SECOND SEMESTER			11
COURSE NUMBER	COURSE NAME	СН	
CPT 200	Systems Analysis & Design	3	
CPT 246	Computer Security	3	
CPC 170	CCNA1	5	

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## Office Info

#### **Office Hours**

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Home » Academics » College Catalog » Degrees & Certificates » Multimedia C.S.

#### Multimedia C.S.



#### What Is Multimedia?

Multimedia has changed the way America works! You will learn the fundamentals of multimedia authoring and design using the latest programs on the market leading to entry-level positions.

#### Occupation Overview

Multimedia developers produce and develop CD-ROMs, online training, kiosks and media development using video, audio, programming, animations and graphics. When seeking an entry-level position in this field, it is important to have a portfolio containing samples of your best work.

#### **Occupational Outlook**

Employment of multimedia and Web professionals is projected to grow 20 percent through 2022, faster than the average for all occupations. Demand will be driven by the growing popularity of mobile devices and e-commerce.

Local/regional placement and outlook have been higher than average compared to the national outlook.





## FIND OUT MORE! about SCC Success Story

#### **Chris Ruth**

"They had the courses I was looking for. And the price was right; compared to other colleges and universities, SCC was very competitive."

#### Full Story

### Department

Computer Science – Multimedia and Web Design

## Related Degrees/ Certificates

- Computer Programming A.A.S.
- Computer Science Transfer Program Schedule Guide
- Computer Security C.S.
- Cyber Security A.A.S.
- Data Management C.A.
- Database Management A.A.S.
- Management Information Systems A.A.S.
- Multimedia and Web Design A.A.S.
- Multimedia C.A.
- Network Security A.A.S.
- Networking A.A.S.
- Networking C.A.
- Programming Languages C.A.

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## Certificate Info.

Certificates of Specialization are for people who desire information or skills in a specific area that is usually related to their current job. Students must complete specific program requirements as listed under each program in the catalog. They can usually be completed in a short period of time. The credit hours earned can be applied toward a Certificate of Achievement and/or an Associate of Applied Science degree in the related field, should the student wish to continue study.

#### Learn more from SCC Career Services

## Web and Multimedia Careers

SCC graduates are employed in a broad range of careers, including, but not limited to: multimedia developer, webmaster, Web programmer, game developer and creative director.

### Salary Outlook

Nationally, established Web and multimedia professionals generally earn between \$33,130 and \$58,140 per year. Exceptional performers can earn in excess of \$76,450.

Opportunities for advancement and promotion after entry-level employment are typically higher with an A.A.S. degree compared to certificates.

## Sources: FOCUS Online Career and Education Planning Systems.

Degree Name: Degree or Program: Degree Type:		Multimedia C.S.		
		Computer Science Certificate of Specialization		
General Educ	ation Requirements			0
CORE COURS	E REQUIREMENTS MU	UST INCLUDE:		18
CPM 120	Windows Multimedia	a	3	
CPM 170	Computer Graphics	(Adobe Illustrator)	3	
CPM 210	Digital Photo Editing	g (Adobe Photoshop)	3	
CPM 220	3D Animation		3	
	Web Animation (Add	obe Flash)	3	
CPM 250			3	
CPM 250 CPM 270	Digital Video Editing	(Adobe Premiere)	0	

Web Design C.A.Web Development C.S.

## **Program Contact**

Jane O'Donnell 636-922-8594 jodonnell@stchas.edu

## Office Coordinator

Ginny Tiller 636-922-8334 gtiller@stchas.edu

## Office Info

#### **Office Hours**

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Office Location

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Office Phone Number

636-922-8334



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## Certificate Info.

Certificates of Specialization are for people who desire information or skills in a specific area that is usually related to their current job. Students must complete specific program requirements as listed under each program in the catalog. They can usually be completed in a short period of time. The credit hours earned can be applied toward a Certificate of Achievement and/or an Associate of Applied Science degree in the related field, should the student wish to continue study.

Home » Academics » College Catalog » Degrees & Certificates » Web Development C.S.

### Web Development C.S.



## What Is Web Development?

This program option provides students the knowledge to develop vibrant websites. Students will focus on Web page design and development, 2D and 3D graphics and animation for the Web, database and dynamic scripting (programming) languages, apps development, content management systems and social media marketing.

### Occupation Overview

Web designers determine the look and feel of an entire website. Specialized coursework in Internet and website technology is very helpful. Courses should include Internet software languages, website design using graphics and audiovisual techniques, website setup and maintenance and information security. Courses in marketing and advertising will strengthen your credentials. When seeking an entry-level position in this field, it is important to have a portfolio containing samples of your best work.

#### Learn more from SCC Career Services

## Web and Multimedia Careers

SCC graduates are employed in a broad range of careers, including, but not limited to: webmaster, Web programmer, multimedia developer, game developer and creative director.

### Occupational Outlook

Employment of multimedia and Web professionals is projected to grow 20 percent through 2022, faster than the average for all occupations. Demand will be driven by the growing popularity of mobile devices and e-commerce.

Local/regional placement and outlook have been higher than average compared to the national outlook.



Salary Outlook

of \$76,450.

Nationally, established Web and

multimedia professionals generally earn

between \$33,130 and \$58,140 per year.

Opportunities for advancement and

Exceptional performers can earn in excess



## FIND OUT MORE! about SCC Success Story

#### Chris Ruth

"They had the courses I was looking for. And the price was right; compared to other colleges and universities, SCC was very competitive."

#### Full Story

## Department

Computer Science – Multimedia and Web Design

## Related Degrees/ Certificates

- Computer Programming A.A.S.
- Computer Science Transfer
   Program Schedule Guide
- Computer Security C.S.
- Cyber Security A.A.S.
- Data Management C.A.
- Database Management A.A.S.
- Management Information Systems A.A.S.
- Multimedia and Web Design A.A.S.
- Multimedia C.A.
- Multimedia C.S.
- Network Security A.A.S.
- Networking A.A.S.
- Networking C.A.

promotion after entry-level employment are typically higher with an A.A.S. degree compared to certificates.

## Sources: FOCUS Online Career and Education Planning Systems.

Degree Name:	Web Development C.S.
Degree or Program:	Computer Science
Degree Type:	Certificate of Specialization

#### Description:

A Certificate of Specialization in Web Development provides an additional option for students to upgrade skills in a focused area of study. Students will be awarded this certificate only upon successful completion of all the following courses.

G	eneral Educat	tion Requirements		0
C	ORE COURSE	REQUIREMENTS MUST INCLUDE:		12
	CPM 160	HTML	3	
	CPM 190	Dynamic Programming Languages	3	
	CPM 240	Advanced Web Design (Adobe Dreamweaver)	3	
	CPM 250	Web Animation (Adobe Flash)	3	
E	ELECTIVE COURSES			6
	CPM 215	Fireworks	2	
	CPM 230	Social Media Marketing for the Web	3	
	CPT 160	Mobile Apps Development	3	
	CPT 240	SQL Basics	3	
	CPT 250	Database Programming	3	
	CPM 260	Content Management Systems (CMS)	3	
	CPM 280	Javascript	3	
т	OTAL REQUIF	RED HOURS		18

Programming Languages C.A.Web Design C.A.

## **Program Contact**

Jane O'Donnell 636-922-8594 jodonnell@stchas.edu

### **Office Coordinator**

Ginny Tiller 636-922-8334 gtiller@stchas.edu

## Office Info

#### **Office Hours**

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**Office Location** 

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## Certificate Info.

Certificates of Specialization are for people who desire information or skills in a specific area that is usually related to their current job. Students must complete specific program requirements as listed under each program in the catalog. They can usually be completed in a short period of time. The credit hours earned can be applied toward a Certificate of Achievement and/or an Associate of Applied Science degree in the related field, should the student wish to continue study.

## Home » Academics » College Catalog » Degrees & Certificates » English as a Second Language C.S.

### English as a Second Language C.S.

Degree Name:	English as a Second Language C.S.
Degree or Program:	English as a Second Language
Degree Type:	Certificate of Specialization
- 5	

#### Description:

A Certificate of Specialization in English as a Second Language that targets non-native speakers who are working to build English language skills while preparing to take college courses in all disciplines. This certificate contains 18 credit hours, encouraging mastery of English Reading, Writing and Speaking skills, and would consist of at least, but not limited to six courses.

General Education Requ	uirements			9-12
	COURSE NUMBER	COURSE NAME		REDIT OURS
Writing	At Least One: ESL 107 ESL 108 ESL 109	Intensive Grammar Review for Non- Native Speakers Intermediate Composition for Non- Native Speakers Research Writing for Non-Native Speakers	4 3 3	
Speaking & Listening	At Least One: ESL 103/SPE 100 ESL 105	Pronunciation & Communication & Listening for Non-Native Speakers Advanced Conversation & Speaking Skills for Non-Native Speakers	4 3	
Reading	At Least One: ESL 104 ESL 106	College Reading for Non-Native Speakers Advanced College Reading for Non-Native Speakers	4 3	
* Elective if students have tested out of Reading	ESL 100 ESL 109	Welcome/Orientation to SCC for Non-Native Speakers Research Writing for Non-Native Speakers	3 3	
	ATION & CUL	TURE REQUIREMENTS:		6
Reading	RDG 111	Reading Across the Disciplines	3	
Writing	ENG 101 ENG 102	English Composition I English Composition II	3 3	
Speaking & Listening	SPE 101	Oral Communications	3	
Culture	GLS 101 MUS 111 MUS 250 Music Performance	Introduction to Global Studies	3 3 3 3 3	

# Apply now!

## FIND OUT MORE! about SCC Department

English as a Second Language

## **Program Contact**

Dawn Huffman 636-922-8574 dhuffman@stchas.edu

## Office Coordinator

Shannon Beahan 636-922-8254 sbeahan@stchas.edu

## Office Info

#### **Office Hours**

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Office Location

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#### Office Phone Number

636-922-8254

	Class ART 101 ART 150 Art Studio Course	3
Elective	ART (Studio Art)         BAS 101         BAS/CPT 103         BAS 130         BAS 131         BAS 132         BAS 135         BAS 136         BAS 137         COL 090         CPT Courses (Non-English intensive)         CRJ 140         ESL 100         ESL 100         ESL 101         ESL 102         ESL 103         ESL 109         ESL 120         ESL 299         Foreign Language (must have completed ESL 102)         HMS 100         Any MAT         MUS (any performance class)         RDG 080         RDG 081         RDG 082         RDG 090         RDG 104         RDG 106         SPE 101 (must have completed ESL 105)	3
TOTAL REQUIRED HOU		18-



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### Accounting

#### ACT 101 Applied Accounting ... 3

Introduces the accounting cycle. Basic concepts covered include double-entry bookkeeping and examination of basic financial reports such as the balance sheet, statement of owner's equity and income statement. Emphasis on cash receipts, cash disbursements, accounts receivable and accounts payable. Some assignments made using general ledger accounting software. Intended to be the first accounting course for students who have not taken high school accounting or have no accounting experience.

#### ACT 105 Personal Accounting and Finance ... 3

Overview of practical business procedures, covering banking procedures (ATM, statements), investment matters, budgeting, insurance, payroll and associated taxes, interest, marketing and other economic issues, and other areas important to economic survival in a highly sophisticated business environment.

### ACT 110 Financial Accounting I ... 4

Prerequisites: ACT 101 or high school accounting strongly recommended

Introduction to financial accounting, through the theory and logic underlying accounting procedures as well as the measurement and presentation of financial data. Brief review of the basic accounting cycle. Development of fundamental concepts in determination of income and presentation of financial position of business firms. Exposure to partnership accounting as well as coverage of corporation accounting including stocks, stockholder equity transactions, and bonds. Introduction to international accounting as well as statement of cash flows.

#### ACT 115 Computerized Accounting I ... 3

Prerequisites: ACT 101 or ACT 110 or successful completion of high school accounting or departmental approval.

Exposure to some of the most popular accounting software used in the marketplace by small and medium sized businesses. Computer application packages include Quickbooks, Peachtree, and Microsoft Excel. For students continuing their accounting/ business education or who want more knowledge in computerized accounting applications.

#### ACT 130 Managerial Accounting ... 3

#### Prerequisites: ACT 110

Introduction to relevant costs for decision making, controlling, contribution approach to decision-making, and absorption costing versus direct costing effect on income. Coverage of segment profitability, budgeting, capital projects, selection and subsequent evaluation, cost volume and allocation involving joint costs decentralization, and performance measurement and transfer pricing. Emphasis on performance standards, activity-based costing, variance analysis, and responsibility accounting.

#### ACT 198 Accounting Internship ... 1-3 hrs

Prerequisites: Requires prior approval of department chair or dean.

Students placed in a position or in business to gain practical experience and learn specific operational technologies.

#### ACT 210 Intermediate Accounting I ... 3

Prerequisites: ACT 120 or ACT 130.

Accounting theory and practice related to the acquisition, use and disposal of fixed and intangible assets. Recognition and measurement of current assets including cash and inventories are covered. Includes comprehensive study of financial statements. *Spring.* 

#### ACT 220 Intermediate Accounting II ... 3

Prerequisites: ACT 210

Continuation of accounting theory. Examination of traditional plant assets, long-term liabilities, stockholders equity and current subjects of controversy. Emphasis on income taxes, leases, inflation accounting, cash flow statements, pension accounting, determination of earnings per share and investments.

#### ACT 240 Individual Income Tax Accounting ... 3

Prerequisites: ACT 110

Fundamentals of federal income taxation with emphasis on individuals. Topics include determination of income, exclusions, exemptions, personal and business deductions, credits, accounting methods, and capital gains and losses.

### ACT 245 Cost Accounting ... 3

Prerequisites: ACT 120 or ACT 130.

Focus on accountant as information gatherer and interpreter. Includes fundamental elements of production costs, budgeting, standard costs, and analysis of variances relate to interpretation and control of production costs, costing of spoilage, waste and scrap, and activity-based costing.

#### Anthropology

#### ANT 102 Introduction to Cultural Anthropology ... 3

Study of diverse human cultures. Introduction of basic concepts and techniques practiced by cultural anthropologists. Topics include language, kinship, gender, economics, politics, ecology, and religion. Discussion of problems resulting when traditional societies confront industrial societies or industrialization.

#### ANT 103 Introduction to Archaeology ... 3

Introduction to archaeology, with emphasis on scientific methods and procedures, tools, and techniques used by archaeologists to recover information about the past from the material remains.

#### ANT 105 Introduction to Biological Anthropology ... 3

Survey of common topics, including human evolutionary fossil record, modern physical variations such as ?race,? forensics, and primate behavior and evolution.

#### ANT 151 World Archaeology ... 3

Examines archaeological discoveries from prehistoric cultures and ancient civilizations of Africa, Asia, Europe, the Americas, and Oceania. Exploration of human achievements from earliest human ancestors to the present to develop understanding of human condition and foundations of modern world.

#### ANT 161 Archaeology of Religion ... 3

Study of what archaeology reveals about early religions beyond the information contained in historical texts. Material evidence provides different perspectives on the development, practice, and spread of religions around the world. Focus is on ancient Near East ? a shared backdrop for the emergence of the world religions of Judaism, Christianity, and Islam.

#### ANT 171 Introduction to Egyptology ... 3

Introduction to history, geography, society, and culture of Ancient Egypt. Special emphasis on archaeological remains. A look at how ancient Egypt foundation for the modern world has been studied and portrayed.

#### ANT 201 Field School in Archaeology ... 3-6 hrs

Exploration of practical methods of archaeological survey and excavation needed to learn about past civilizations and cultures. Students will participate in a dig or survey project in St. Charles County or at a location such as New Mexico or Madagascar.

#### ANT 202 Current Debates in Anthropology ... 3

Focuses on contemporary debates in anthropology (such as ? do sexually egalitarian societies exist? Did Neanderthals interbreed with modern humans? Is ethnic conflict inevitable?) from all four subdisciplines of the field. Special emphasis and discussion of current issues in cultural anthropology.

#### ANT 220 Middle East: People and Cultures ... 3

Survey of the cultural similarities and differences among the peoples of the Near and Middle East, including historical, ethnological, and contemporary relationships.

#### ANT 224 People and Cultures of Africa ... 3

General anthropological survey of African cultures and civilizations, past and present, throughout the continent.

#### ANT 290 Topics in Anthropology ... 3

Exploration of topic selected by instructor. Topic varies depending on semester and instructor.

#### Arabic

#### ARB 101 Arabic Language and Culture I ... 4

Basic Arabic language skills includes speaking, listening comprehension, reading and writing, with emphasis on effective linguistic functioning in real situations. Explores cultures of Arabic-speaking countries.

#### ARB 102 Arabic Language and Culture II ... 4

Prerequisites: ARB 101

Continuation of ARB 101. Explores cultures of Arabic-speaking countries.

#### ARB 190 Topics in Arabic Language and Culture ... 1-3 hrs

Prerequisites: Dependent on topic.

Exploration of special topics and/or activities in Arabic language and culture.

#### ARB 201 Arabic Language and Culture III ... 4

Prerequisites: ARB 102 or equivalent

Follow-up to ARB 102. Expanded opportunities for listening to, speaking, reading, and writing Modern Standard Arabic. Continued exploration of culture, with an emphasis on Arab intellectuals, poets and writers. Emphasis remains on linguistic functioning in real situations.

#### ARB 202 Arabic Language and Culture IV ... 4

Prerequisites: ARB 201 or equivalent.

Follow-up to ARB 201. Precise and coherent use of Modern Standard Arabic language through development of the speaking, reading, writing and listening skills; more focus on syntax, morphology, and grammar. Students will take part in meaningful, functional communication that might be encountered in real life complex situations. Varied reading and writing activities representing cultural topics will be included. Media Arabic will be introduced.

#### Art

#### ART 1001 (previously ART 101) Art Appreciation ... 3

Lectures to stimulate visual, emotional and intellectual awareness of humankind's artistic heritage. Covers historically significant art forms from prehistoric through postmodernism. The course will not fulfill the requirements for a major in art.

#### ART 1101 Mac Basics ... 2

Introduction to Macintosh computer platform. Overview of computer hardware, basic factory-installed software. Macintosh operation, troubleshooting, repair, and practices. Input and output devices, such as scanners, digital cameras, video equipment and printers.

#### ART 1105 Digital Art Studio ... 3

Focus on introducing students to digital art forms, software programs, and the interrelationship of art and technology. Students will gain experience using digital tools to create fine art & graphic communications pieces weaving technical skills into creative vision.

#### ART 1200 (previously ART 170) 2-D Design (Design I) ... 3 (2)

Introduction to the basic study, use, and control of the art elements and principles of two-dimensional design that are fundamental to all visual arts through assigned problems using readings, discussion and exercises employing a variety of materials and tools. (Change in course number, title, and credit hours are effective fall 2015)

#### ART 1205 (previously ART 180) Color Theory (Design II) ... 3 (2)

Prerequisites: ART 1200 (ART 170)

Continue to build mastery in both use and understanding of design elements and principles with specific emphasis on the interaction and application of color in design and exploration of various color theories through a series of exercises. (Change in course number, title, credit hours effective fall 2015)

#### ART 1300 3-D Design ... 3

Introduction to the basic study, use, and control of the art elements and principles that govern three-dimensional design and structure through assigned problems using readings, discussion and exercises designed to employ of a variety of concepts, materials and tools specific to the construction of three-dimensional art making.

#### ART 1400 (previously ART 110) Drawing I ... 3

Introduction to drawing through variety of methods, both traditional and contemporary. Emphasis placed on analysis of space and form as well as familiarization with and control of drawing material. Introduction to line, perspective, shading, and texture.

#### ART 1405 (previously ART 120) Drawing II ... 3

Prerequisites: ART 1400 (ART 110)

Continuation of ART 1400 (110) reassessing methods and analysis with emphasis on color theory and use of wet and dry media.

## ART 1500 (previously ART 150) Survey of Western Art History I: Prehistory to End of the Middle Ages ... 3

Survey art history course focusing on historically significant cultures and forms of art and architecture in Western Civilization. Exploration of the development of human achievements from Prehistory to the end of the Middle Ages.

## ART 1505 (previously ART 151) Survey of Western Art History II: Renaissance to the Twentieth Century ... 3

#### Prerequisites: ART 1001 (ART 101) or ART 1500 (ART 150)

Survey art history course focusing on historically significant cultures and forms of art and architecture in Western Civilization. Exploration of the development of human achievements from the Renaissance to the 20th century.

#### ART 2100 History of Graphic Design ... 3

This is a survey course on the history of Graphic Design. This course will cover the history and development of visual communication. It will begin with the development of language and will trace the evolution of word and image throughout history using the works of designers and illustrators that have influenced the continuing development of the discipline. There will be an emphasis on the influence of technology, culture, major artistic movements, and socio-political factors on the evolution of graphic design.

#### ART 2110 Page Layout ... 3

Prerequisites: ART 1105

Focus on page layout, publication design, and layout techniques covering a range of work, from flyers, brochures, magazines, multipage publishing as well as electronic formats. Typography, use of space and traditional industry standards and practices included as well as prepress guidelines for both print and electronic media.

#### ART 2120 Typography ... 3

Prerequisites: ART 1105

Focus of course will stress the refined use of typography as a design and communication tool. Students will study the history and classifications of letter-forms and use it in the creation of various typographical designs and presentations. Typical projects may range from letter and alphabet design to the use of typographical forms as the feature design elements in graphic designs or page layouts.

#### ART 2130 Digital Imaging & Illustration ... 3

Prerequisites: ART 1105 or instructor consent

Focus on the creation and digital manipulation of artwork & images increasing familiarity with basic tools used the design. Projects focus on artwork and logo creation, image correction and adjustment, combining imagery, color correction, etc. Discussion and demonstration of traditional printing technology. Review of legal issues related to digital imagery and freelance design included.

#### ART 2140 Web Design ... 3

Prerequisites: ART 2130 or instructor consent

Emphasis on web page design & development. Topics include the conceptualization and construction of a variety of web sites, including individual pages, HTML, email, animation, etc. Implementation of all aspects of graphic design will play a part in the overall class. This is a continuation of student design studies, applying graphic concepts to the interactive Web.

#### ART 2160 Motion Graphics ... 3

Prerequisites: ART 1105 and ART 2130 or permission of instructor

In this class students will learn the basics of motion graphics design and animation through completion of finished projects that may include movie/tv show titles, kinetic typography, commercials, info graphics and animated shorts.

#### ART 2170 Video Production ... 3

Prerequisites: ART 221 or ART 1105 and ART 220 or Instructor Consent

Course will focus on video art as an expressive media. Students will learn the basics of video production/post production through completion of finished projects that may include music videos, interview/maker videos, commercials, how to videos, comedy shorts and short form stories. Cost of course may exceed \$200.

#### ART 2199 Portfolio Design and Professional Practices ... 3

Prerequisites: instructor consent

Focus of the course will emphasize the opportunities and procedures in various fields of graphic design, illustration and the creative industries. Students will be guided in the preparation of a portfolio of their work, a resume, related documents and will learn practical interviewing techniques. The intent will be to prepare students to enter the art field with a confident and professional attitude.

#### ART 2210 (previously ART 160) Modern and Contemporary Art History ... 3

Prerequisites: ART-1001 (ART 101) or ART-1500 (ART 150) or ART-1505 (ART 151).

Art History lecture course focusing on significant artistic developments and forms of art and architecture through exploration of the development of human achievements in the modern and contemporary era.

#### ART 2220 (previously ART 222) History of Photography ... 3

Exploration of photography, its historical development, an examination of it as an art medium, and its influence on the development of modern art and contemporary culture.

#### ART 2300 (previously ART 211) Drawing III ... 3

Prerequisites: ART 1405 (ART 120)

Continuation of Drawing II. Emphasis on variety of drawing materials and subject matter as well as development of individual expression.

#### ART 2310 (previously ART 210) Figure Drawing I ... 3

Prerequisites: ART 1400 (ART 110)

Introduction to human-figure drawing through traditional and contemporary methods. Emphasis on analysis of space and form as well as human anatomy.

#### ART 2320 (previously ART 250) Figure Drawing II ... 3

Prerequisites: ART 2310 (ART 210)

Continuation of Figure Drawing I with introduction of color theory and wet-drawing media.

#### ART 2330 Figure Drawing III ... 3

Prerequisites: ART 2320

Studio art course that expands upon the core principles explored in Figure Drawing I and II along with broader experimentation in use of materials and deeper personal expression.

#### ART 2390 (previously ART 299D) Special Problems in Studio Art: Drawing ... 3

Prerequisites: Permission of Instructor

Advanced study in studio art discipline beyond courses appearing in this catalog. Projects predetermined through interview with instructor, completed during studio times offered in discipline.

#### ART 2400 (previously ART 130) Painting I ... 3

Prerequisites: ART 1400 (ART 110)

Studio course where students work with oil paints to realistically represent subject matter in the tradition of Western Art and participate in critique sessions. Paint density, texture and chemistry will be discussed. The formal aspects of drawing will be applied. Painting demonstrations are designed to help each student understand the objective of the assignments. Students will prepare their own painting surfaces in order to learn and appreciate the craft involved with the entire process of creating a finished work of art.

#### ART 2401 Painting For Non-Art Majors ... 3

An introduction to the fundamental concepts of painting in a studio environment. Students will become familiar with the materials and techniques used in painting. This course will not fulfill the requirements for a major in art.

#### ART 2410 (previously ART 140) Painting II ... 3

Prerequisites: ART 2400 (ART 130)

Studio course where students work with paint to represent subject matter, broaden techniques learned in ART 2410, develop personal expression and participate in critique sessions. Paint density, texture and chemistry will be discussed. Painting demonstrations are designed to help each student understand the objective of the assignements. Students will prepare their own painting surfaces in order to learn and appreciate the craft involved with the entire process of creating a finished work of art.

#### ART 2420 (previously ART 240) Painting III ... 3

Prerequisites: ART 2410 (ART 140)

Continuation of Painting II. Special projects in both traditional and nontraditional materials and subject matter.

#### ART 2430 (previously ART 241) Topics: Advanced Painting ... 3

Prerequisites: ART 2420 (ART 240)

Advanced course on contract individual study basis to gain greater expertise in painting.

#### ART 2490 (previously ART 299H) Special Problems in Studio Art: Painting ... 3

Prerequisites: Permission of instructor

Advanced study in studio art discipline beyond courses appearing in this catalog. Projects predetermined through interview with instructor, completed during studio times offered in discipline.

#### ART 2500 (previously ART 135) Ceramics I ... 3

Prerequisites: ART 1300

A study of the basic principles of ceramics and ceramic art making with emphasis on the hand-building process and introduction to wheel throwing. Studio operations such as clay mixing, clay recycling, glaze mixing and kiln loading will also be covered.

#### ART 2501 Ceramics For Non-Art Majors ... 3

An introduction to the fundamental concepts of ceramics in a studio environment. Students will become familiar with the materials and techniques used in ceramics. This course will not fulfill the requirements for a major in art.

#### ART 2510 (previously ART 136) Ceramics II ... 3

Prerequisites: ART 2500 (ART 135)

Continuation of Ceramics I with more emphasis on wheel throwing skills, experimentation with glazes and creative design and expression. How to run a ceramics facility is covered through course participation in studio operations.

#### ART 2520 (previously ART 297) Topics: Advanced Ceramics ... 3

Prerequisites: ART 2510 (ART 136)

Advanced course on contract individual study basis to gain greater expertise in ceramics.

#### ART 2550 (previously ART 277) Jewelry I ... 3

Prerequisites: ART 1300

Introduction to materials and processes of jewelry making. Techniques include cutting, piercing, filing, joining, casting, forging, soldering, and cold connections. Stress on intricacies of working with different metals and experimental media and design concepts along with personal expression.

#### ART 2551 Jewelry For Non-Art Majors ... 3

An introduction to the basic essentials of making jewelry in an art studio environment. Students will become familiar with the materials and techniques used in making jewelry. This course will not fulfill the requirements for a major in art.

#### ART 2560 (previously ART 278) Jewelry II ... 3

Prerequisites: ART 2550 (ART 277)

Further exploration and refinement of metal fabrication processes as introduced in Jewelry I. Techniques may include soldering, jewelry scale casting, surface embellishment techniques, enameling techniques, hydraulic die forming and mechanism design to create jewelry and small scale objects.

#### ART 2570 (previously ART 296) Topics: Advanced Jewelry ... 3

Prerequisites: ART 2560 (ART 278)

Advanced course on contract individual study basis to gain greater expertise in jewelry making.

#### ART 2590 (previously ART 299A) Special Problems in Studio Art: Ceramics ... 3

Prerequisites: Permission of Instructor

Advanced study in studio art discipline beyond courses appearing in this catalog. Projects predetermined through interview with instructor, completed during studio times offered in discipline

#### ART 2595 (previously ART 299G) Special Problems in Studio Art: Jewelry ... 3

Prerequisites: Permission of Instructor

Advanced study in studio art discipline beyond courses appearing in this catalog. Projects predetermined through interview with instructor, completed during studio times offered in discipline.

#### ART 2600 (previously ART 285) Sculpture I ... 3

Prerequisites: ART 1300

Introduction to sculpture materials, skills, history, and concepts. Explores methods in manipulation of traditional and experimental sculptural media, including additive and subtractive techniques. Involves studio work, research, lecture, and discussion. Emphasis as much on learning technique as understanding concepts and personal expression.

#### ART 2601 Sculpture For Non-Art Majors ... 3

An introduction to the fundamental concepts of sculpture in a studio environment. Students will become familiar with the materials and techniques used in sculpture. This course will not fulfill the requirements for a major in art.

#### ART 2610 (previously ART 288) Sculpture II ... 3

Prerequisites: ART 2600 (ART 285)

Emphasis on artisanship, exploration, and research to gain more sophisticated and self-motivated personal direction. Introduces skills in welding and metal fabrication as well as individual media choices. May include some metal casting.

#### ART 2620 (previously ART 283) Figure Sculpture (Figurative Clay Sculpture I) ... 3

Prerequisites: ART 2600

Introduction to basics of figure sculpture using the human figure as reference for subject matter for modeling in clay over an armature. Some other ways of constructing the figure may also be investigated..

#### ART 2630 (previously ART 295) Topics: Advanced Sculpture ... 3

Prerequisites: ART 2610 (ART 288) or ART 2620 (ART 283)

Advanced course on contract individual study basis to gain greater expertise in sculpture.

#### ART 2690 (previously ART 299J) Special Problems in Studio Art: Sculpture ... 3

Prerequisites: Permission of instructor

Advanced study in studio art discipline beyond courses appearing in this catalog. Projects predetermined through interview with instructor, completed during studio times offered in discipline.

#### ART 2700 (previously ART 260) Intro to Printmaking (Printmaking I) ... 3

Prerequisites: ART 1400 (ART 110) or ART 1200 (ART 170)

Introduction to basic traditional printmaking processes. It is assumed upon entrance that students have no prior printmaking knowledge. Processes covered include: Woodcut (black and white woodcut, color woodcut), Intaglio (etching, acquaint, drypoint), and Monotype.

#### ART 2701 Printmaking For Non-Art Majors ... 3

An introduction to the fundamental concepts of printmaking in a studio environment. Students will become familiar with the materials and techniques used in printmaking. This course will not fulfill the requirements for a major in art.

#### ART 2710 Relief Printmaking ... 3

Prerequisites: ART 2700

This course is designed to build upon basic relief printing processes covered in Intro to Printmaking. Processes covered include: Reductive woodcut, Multiple Block Woodcut, Wood Engraving, Monotype, and Relief Printed Collagraph.

#### ART 2720 Intaglio Printmaking ... 3

Prerequisites: ART 2700

This course is designed to build upon basic intaglio processes covered in Intro to Printmaking. Processes covered include: Color Intaglio (multiple plate, a la poupee), Engraving, Soft Ground, Sugar lift, Spit Bite, and Collagraph.

ART 2730 (previously ART 281) Topics: Advanced Printmaking ... 3

Advanced course on contract individual study basis to gain greater expertise in printmaking.

## ART 2750 (previously ART 265) Fibers ... 3

Prerequisites: ART 1200 or ART 1300

In-depth exploration of the processes of creating art textiles. Draws upon contemporary and historical sources and personal imagery for expression using the fiber medium. Techniques include direct application of dyes and pigments with various resist methods, screen print processes, creating a dimensional fiber form, and exploring pattern structures. Students create within directed problems and develop abilities to verbalize ideas through conversations and critiques.

# ART 2751 Fibers For Non-Art Majors ... 3

An introduction to the fundamental concepts of Fiber and Textile based art in a studio environment. Students will become familiar with the materials and techniques used in Fibers. This course will not fulfill the requirements for a major in art.

# ART 2790 (previously ART 299I) Special Problems in Studio Art: Printmaking ... 3

Prerequisites: Permission of instructor.

Advanced study in studio art discipline beyond courses appearing in this catalog. Projects predetermined through interview with instructor, completed during studio times offered in discipline.

## ART 2795 (previously ART 299E) Special Problems in Studio Art: Fibers ... 3

Prerequisites: Permission of Instructor

Advanced study in studio art discipline beyond courses appearing in this catalog. Projects predetermined through interview with instructor, completed during studio times offered in discipline.

## ART 2800 (previously ART 220) Black & White Photography I ... 3

Introduction to basics and principles of black and white photography. Includes mechanical and visual aspects and darkroom skills for developing and printing black and white film. Requires manual single-lens reflex camera. Cost of course supplies may exceed \$200.

## ART 2810 (previously ART 221) Digital Photography I ... 3

Basic processes and procedures of creating imagery through the use of new technology and other devices. Explores digital tools and processes as a means for photographic input, output and basic image manipulation. Fundamental computer skills are required. Mac platform preferred. Students will be responsible for their own 8-10 megapixel adjustable digital camera minimum as well as other supplies. DSLR cameras with RAW capabilities are preferred. Cost of course supplies may exceed \$200.

## ART 2820 (previously ART 224) Black & White Photography II ... 3

#### Prerequisites: ART 2800 (ART 220)

Approach to photography primarily from creative visual aspect, emphasis is placed on concept development. Increases photographer's awareness of and sensitivity to visual aspects such as composition while refining mechanical skills such as exposure, developing and darkroom skills while using black & white media. Requires manual single-lens reflex camera. Cost of course supplies may exceed \$200.

## ART 2830 (previously ART 225) Digital Photography II ... 3

Prerequisites: ART 2810 (ART 221)

Intermediate exploration of the aesthetics and techniques of digital photography including a further investigation of the constructed image, color management, asset management and output methods. Students will produce one or more portfolios of digital images. Students will be responsible for their own 8-10 megapixel adjustable digital camera minimum as well as other supplies. DSLR cameras with RAW capabilities are preferred. Cost of course supplies may exceed \$200.

## ART 2840 (previously ART 231) Photography III ... 3

Prerequisites: ART 2820 (ART 224) or ART 2830 (ART 225)

This course is a continuation in understanding black and white and or digital photography, and in understanding photographic images in general in terms of how they function as art work; with emphasis on technical constistency and sophistication in expression of ideas.

## ART 2850 (previously ART 232) Topics: Advanced Photography ... 3

Prerequisites: ART 2840 (ART 231)

Advanced course on contract individual study basis to gain greater expertise in photography.

# ART 2855 (previously ART 233) Special Topics in Photography ... 3

Prerequisites: ART 2820 (ART 224) or ART 2830 (ART 225) or permission of instructor.

Variable content covering in-depth advanced topics in technique and subject matter not covered in regular curriculum. Topics vary and may include subjects such as portrait photography and lighting, location photography: landscape and architecture, non-silver photographic processes, working with color positives, etc. Class may be repeated for credit up to three times if differenct topic is studied.

## ART 2860 Studio Lighting ... 3

Prerequisites: ART 2810

Provides hands-on instruction in the photographic studio in the manipulation and utilization of light for the production of professional quality images. Students are taught to accurately control lighting for portraits, objects, products, etc. to create strong portfolio images. Cost of course supplies may exceed \$200.

# ART 2870 Event Photography ... 3

Prerequisites: ART 2810

Students learn to use their technical expertise, creativity and composition skills to produce and preserve images that visually tell a story or record an event. Photographic techniques and location considerations are discussed as well as the business practices essential to be successful in the profession. Cost of course supplies may exceed \$200.

## ART 2890 (previously ART 299B) Special Problems in Studio Art: Black & White Photography ... 3

Prerequisites: Permission of Instructor.

Advanced study in studio art discipline beyond courses appearing in this catalog. Projects predetermined through interview with instructor, completed during studio times offered in discipline.

## ART 2895 (previously ART 299C) Special Problems in Studio Art:Digital Photography ... 3

Prerequisites: Permission of Instructor.

Advanced study in studio art discipline beyond courses appearing in this catalog. Projects predetermined through interview with instructor, completed during studio times offered in discipline.

## ART 2900 (previously ART 270) Illustration I ... 3

Prerequisites: ART 1400 (ART 110)

Course exploring techniques, materials and methods of illustration for commercial and fine art purposes. Projects emphasize individual creativity and concept but also emphasize working with clients.

## ART 2910 (previously ART 272) Illustration II ... 3

Prerequisites: ART 2900 (ART 270)

Continuation of Illustration I with an advanced approach. Emphasis placed on subject interpretation and individual concept and creativity using variety of art mediums.

## ART 2930 (previously ART 239) Gallery Management Internship ... 3

Prerequisites: permission from instructor

Basic processes and procedures of curating a fine art exhibition and managing exhibition space. Explore SCC's community art venue from a behind-the-scenes perspective while developing an understanding of the responsibilities of managing, funding, and maintaining exhibition space. Participation in installation and planning of SCC Gallery exhibitions. May involve field trips.

# ART 2950 (previously ART 259) Visual Arts Studio Internship ... 3

Prerequisites: Permission of Instructor

On-the-job experience in visual arts. Students may apply for an internship with artists or art-related businesses to enhance career readiness. Visual arts studio internships must be approved and sponsored by a faculty advisor.

## ART 2970 (previously ART 275) Art and Architecture Field Studies ... 1-3

**Prerequisites:** One of the following: ART 1001(101), 1200(170), 1300, 1400(110), 1500(150), 2750(265) 2401, 2501, 2551, 2601, 2701, 2751 2800(220), 2930(239) or Permission of Instructor

Field course covering art, architecture, and history of a region of the world involving supervised on-site field studies and coursework outlined in an individual learning agreement. Includes lectures, directed readings, writing, drawing, photography, and other creative projects as well as visits to important sites and artifacts. Students must also register for and participate in approved academic study tour, study abroad, or field experience.

# ART 2990 (previously ART 299F) Special Problems in Studio Art: Illustration ... 3

Prerequisites: Permission of Instructor

Advanced study in studio art discipline beyond courses appearing in this catalog. Projects predetermined through interview with instructor, completed during studio times offered in discipline.

## ART 2995 (previously ART 299) Special problems in Studio Art ... 3

Prerequisites: Permission of Instructor

Advanced study in studio art discipline beyond courses appearing in this catalog. Projects predetermined through interview with instructor, completed during studio times offered in discipline.

## ART 2999 Sophomore Studio Art Seminar ... 3

Prerequisites: Upon completion of 31 to 32 credits of the requirements towards an AFA degree (3rd semester.)

A course for art majors planning to transfer to a four-year institution for a Bachelor of Fine Arts degree or a BA degree in Studio Art. This course will guide students in how to photograph their artwork and prepare their visual art portfolio for review by the transfer institutions and exhibition spaces. Opportunities and procedures in the various fields of visual art will be discussed. Other necessary skills such as artist resume writing and artist statement writing will also be undertaken.

# **Biology**

#### BIO 095 Pre-A&P Foundations in Science ... 1

This course provides the foundations of scientific terminology and concepts useful for success in Anatomy & Physiology I (acceptable prerequisite for BIO 250A/250B). Topics include: scientific method, chemistry of life, cell biology, genetics, energetics, overview of human systems. This course is graded on a Pass/Fail basis. Offered online only.

## BIO 100 Introductory Biology ... 3

Introduction to biology, the science of life. Includes origin and nature of life, from simplest single-celled forms to complex plants and animals and human beings. Appreciation of diversity and unity in living world by studying form and organization of the bacteria and other cells to specialization of structures in human body. Offered online only.

## BIO 105 Essentials of Biology ... 3

Examines fundamental principles of biology. Includes organization of living things, scientific method, cell and molecular biology, genetics, ecology, evolution, and relationship between biology and society. Suitable for non-science majors.

Corequisites: Recommended (not required) BIO 106

## BIO 106 Essentials of Biology Laboratory ... 1

Emphasis on use of methodologies typical of biological studies. Compliments topics covered in BIO 105. Suitable for non-science majors.

Corequisites: BIO 105

#### BIO 110 Human Biology ... 3

Survey of human body structure and function for non-science major. Study of all organ systems of the body along with current topics in human biology.

#### BIO 113 Human Biology Laboratory ... 1

Use of models, specimens, and investigative activities intended to enhance study of human organism.

Corequisites: BIO 110

#### BIO 120 Introduction to Ecology ... 3

Explores structure and function of ecosystems. Study of general ecological principles in context of current problems in world's ecosystems. Course includes field trips to off-campus locations. Hybrid course. (For non-science majors.)

## BIO 121 Introduction to Ecology Laboratory ... 1

Ecological investigations in field and laboratory settings and procedures similar to those used by ecologists to study the natural world. Investigations will complement topics covered in BIO 120. Course includes field trips to off campus locations. Requires concurrent enrollment in BIO 120.

Corequisites: BIO 120

## **BIO 122 Environmental Sciences ... 3**

Study of biological and physical characteristics and principles of nature. Deals with diverse topics such as ecology, endangered species, pollution, meteorology, earth studies, populations, etc. Occasional guest speakers or field trips included. (For non-science majors)

## BIO 130 Human Sex and Reproduction ... 3

Human reproduction from biological point of view. Topics include human inheritance (from chromosomes to biotechnology), human reproduction (male and female anatomy and physiology), fetal development and birth, sexually transmitted diseases (emphasis on AIDS epidemic), and evolution of sexual reproduction. (For non-science majors.)

## BIO 150 General Biology I ... 5

**Prerequisites:** MAT 121, One year of high school biology or equivalent with a C or better; One year of high school chemistry or equivalent with a grade of C or better.

Basic principles of plant and animal biology, including cell biology, biochemistry, energetics, genetics, evolution, and ecology. Appreciation of scientific method in general and biological methodology. Lab component will emphasize the use of methodologies typical of biological studies. For science majors.

# BIO 151 General Biology II ... 5

Prerequisites: BIO 150 with a grade of C or better

Continuation of General Biology I. Emphasis on botany, zoology, animal systems, behavior, taxonomy. Lab component will feature laboratory and field activities that complement studies in lecture. For science majors.

## BIO 160 General Botany ... 4

Prerequisites: BIO 150

Introduction to diversity of plant kingdom. Topics include plant cell structure, physiology of plant cell, study of major groups of plants and their life cycles, and study of various biomes. Includes laboratory component. Spring only.

## BIO 242 Anatomy and Physiology Supplement ... 1

Supplement and reinforcement of concepts presented in BIO 250A and 250B. Strongly recommended for students who have failed or received a "W" in BIO 250A or its equivalent; recommended for all students in BIO 250A.

Corequisites: BIO 250A(240) and 250B(243)

## BIO 246 Microbiology ... 4

**Prerequisites:** High-school biology or equivalent and high-school chemistry or equivalent with a grade of a "C" or better within the last five years.

Basic concepts of microbiology including metabolism, genetics, and inhibition of bacteria, fungi and viruses. Emphasis on human pathogens, infection, resistance, and immunity. Laboratory exercises reinforce lecture concepts and teach fundamental skills in microscopy, aseptic technique, isolation, and identification of microorganisms.

## BIO 250A (previously BIO 240) Anatomy and Physiology I ... 4 (3)

Prerequisites: High school biology or its equivalent within the last five years with a grade of C or better.

Structure and function of human body, with particular attention to cell biology, skeletal system, muscular system, nervous system and endocrine system.

Corequisites: BIO 250B

# BIO 250B (previously BIO 243) Anatomy and Physiology Laboratory I ... 0

Activities to enhance study of topics covered in the lecture section (BIO 250A). Use of models, charts, and both microscopic and gross specimens to illustrate various systems.

Corequisites: BIO 250A

# BIO 251A (previously BIO 241) Anatomy and Physiology II ... 4

Prerequisites: BIO 250A (previously BIO 240) and BIO 250B (previously BIO 243) with a grade of C or better.

Continuation of study of structure and function of human body. Topics include cardiovascular system, lymphatic system, respiratory system, digestive system, urinary system, and reproduction.

Corequisites: BIO 251B (previously BIO 244)

## BIO 251B (previously BIO 244) Anatomy and Physiology Laboratory II ... 0

Prerequisites: BIO 250B (previously BIO 243) with a grade of C or better, BIO 250A (previously BIO 240)

Continuation of BIO 250B (previously BIO 243). Use of laboratory activities to enhance study of human body structure and function.

Corequisites: BIO 251A (previously BIO 241)

#### BIO 265 Pathophysiology ... 3

Prerequisites: BIO 250A (240), BIO 251A(241), BIO 250B(243), BIO 251B(244)

Study of mechanisms of disease conditions. Working from foundation of normal function, exploration of what can go wrong and how. Emphasis on conditions most commonly encountered by today's health professionals. Combination of lecture, discussion, and seminar.

#### BIO 270 Kinesiology ... 3

Prerequisites: BIO 250A(240)/250B(243) with a grade of C or better, and taken within the last 5 years.

Study of movement of the human body. Emphasis on elements of skeletomuscular system and how they produce movements. Examines role of nervous coordination of body movement. Combination of lecture and lab.

Corequisites: OTA 100 or permission of instructor

#### BIO 280 (previously BIO 140) Nutrition Pathways ... 3

**Prerequisites:** BIO 250A(240)/250B(243) with a grade of C or better, BIO 251A(241)/251B(244) can be taken as a prerequisite or corequisite

Scientific study of the essential nutrients and their function in the body. Recommended nutrient intakes, diet assessments and planning, relationships between diet and health will also be covered.

#### BIO 291 Natural History Field Studies ... 1-4 hrs

Prerequisites: 100 level biology course in the last five years or permission of instructor.

Field course covering topics in the natural history of a specific region of the world. Supervised on-site field studies and coursework in an individual learning agreement. Lectures, directed readings, writing, and other creative projects, or online/distance coursework. Approved academic study tour, study abroad, or field experience required.

#### BIO 295 Topics in Biology ... 1-4 hrs

Topics in biology presented as complete course. May be repeated for credit if the same topic is not repeated. (May require permission of the instructor)

Corequisites: BIO 297

## BIO 297 Topics in Biology Laboratory ... 1-2 hrs

Experimental component of Biology 295 if appropriate for the topic. **Corequisites:** BIO 295

## **Business Administration**

#### BUS 101 Introduction to Business ... 3

Survey course covering many facets of business; a general knowledge of the modern business environment. Review of economic, social, legal, and ethical systems affecting U.S. firms. General concepts of business organization, management, people aspects of business, together with functions of production, marketing (including international), accounting, finance, computers, and information systems.

## BUS 105 Business Ethics ... 3

Introductory survey of classical and contemporary ethical theories related to current business and computer situations and problems with an emphasis on case studies and examples (formerly BUS 250). Students may not receive credit for both BUS 105 and CPT 105.

# BUS 115 Introduction to Public Relations ... 3

Basic functions of public relations in the public and private sector. Emphasis on history, case studies and writing, including press releases, media plans and speeches. Media's role in public relations, and role in shaping and swaying public opinion. Specific jobs and emphasis areas also covered.

## BUS 198 Business Administration Internship ... 1-3 hrs

Prerequisites: BUS 201. Requires prior approval of department chair or dean.

Students placed in position in an agency or in business to gain practical experience and learn specific operational technologies. **BUS 201 Principles of Management ... 3** 

#### Prerequisites: BUS 101

Presents management and organizational concepts with application to realistic organizational situations. Areas covered include management theory past and present, functions of management, organizational structure (centralization/ decentralization), span of control, motivation theories and practice, together with decision making in daily operations of marketing, production, forecasting, distribution and contemporary issues. Course structured around functions of management planning, organizing, staffing, directing and controlling.

#### BUS 204 Total Quality Operations Management ... 3

Examines many choices each organization makes on journey to achieving excellence. Study of exemplary organizations, their operational choices, and how those decisions lead to improved financial and market performance. Addresses key operational issues in services and manufacturing such as inventory, production methods, capacity planning, production planning, total quality management, reengineering business processes, and statistical process control. Examines qualitative and quantitative methods in operations of well-known organizations.

#### BUS 206 Human Resources Management ... 3

Covers many functions involved in personnel administration as performed by human resources department administrator and line managers. Explores aspects of human resource management: planning, recruiting, interviewing, selecting, placing, training, motivating, evaluating, rewarding, and disciplining employees. Presentation of pay systems, job evaluations, and some labor/management issues. Use of case analysis.

#### BUS 208 Entrepreneurship/ Small Business Management ... 3

Study of small business and its importance in American economy. Analysis of problems of small business through use of case studies. Application of functions of management to small business environment, including personnel, finance, promotion, government relations, ethics, and insurance.

#### BUS 210 Organizational Behavior ... 3

Deals with people at work in various organizational situations and how to motivate human assets to work together more effectively. Analysis of how to meet needs and goals of employees within organization while making organization productive. Covers motivation theories, communications, status and role behavior and contemporary human relations issues in firms.

#### BUS 220 Principles of Finance ... 3

Prerequisites: BUS 101,MAT 098 or ASMNT A121.

Basics of financial analysis, forecasting, operating and financial leverage, working capital, current asset management, short-term financing, time value concepts and practices, and cost of capital equity financing, dividend policy, convertible bonds, warrants and options. Includes role of financial manager in organization.

#### BUS 230 Principles of Marketing ... 3

#### Prerequisites: BUS 101

Introduces consumer and institutional behavior patterns and overall role of marketing in the economy. Examines marketing process and its functions, together with marketing mix (place, product, price and promotion). Presents psychological and societal motivations that translate need through demand to satisfaction. Provides means to evaluate firm's capabilities, develop marketing strategies, and introduce marketing techniques to meet objectives. Review of marketing ethics and some international aspects of marketing.

# BUS 232 Advertising and Sales Promotion ... 3

Introduction to theory, practice, and techniques of advertising. Consideration of role of advertising and sales promotion. General survey of kinds and purposes of media, psychological implications of typical appeals, and limited practice in promotional programming. Coordination of advertising display and publicity in context of realistic sales promotion programs.

#### BUS 234 Retailing ... 3

Prerequisites: BUS 230

Fundamentals of retail store organization and management, including store location, layout, buying, pricing operation, advertising, display, and analysis associated with merchandise handling. Area retailers invited to discuss actual application of various retailing activities, e.g. buying, advertising, and inventory control.

## BUS 236 Consumer Behavior ... 3

Marketing strategy and tactics explained based on explicit or implicit beliefs about consumer behavior. Included are external influences to buying, internal influences, the consumer's buying decision process, social and ethical issues in consumer behavior. Presents information search and consumer research methods as well as ultimate consumer and industrial buyers.

## BUS 238 Personal Selling ... 3

Fundamentals of personal selling from the determination of customer needs to the close of the sale. Treats factors such as customer problems, merchandising knowledge, and personality traits of successful salespersons. Covers special selling topics and the role of the sales manager, together with motivation and compensation of the sales staff.

## BUS 246 Legal Environment of Business ... 3

Prerequisites: BUS 101

Introduction to general nature of law and how its meaning affects climate in which a business operates. Exploration of role of government and government's attitude toward business, antitrust legislation and enforcement, public control through taxation, regulation, competition, mergers, and commerce/trade restrictions. Covers freedom of contract and labor/management relations.

# BUS 255 International Business ... 3

#### Prerequisites: BUS 101

Survey course to develop understanding and appreciation of environments and operations of international business. The nature of international business, international environment, organizations and monetary systems, foreign environment, and management tools that deal with environmental forces.

# BUS 270 E-marketing ... 3

Examines impact of the Internet on traditional methods of marketing and related business functions. Explores existing and potential use of the Internet for marketing goods and services. Analyzes the effect of the Internet on marketing strategy and the marketing mix.

# BUS 272 /CPM 230 Social Media Marketing for the Web ... 3

Advertising method that uses social network services like e-mail, blogs, Facebook and Twitter to increase Web presence. Learn to develop and use social media to enhance search engine optimization (how search engines find your website) and engage visitors.

## BUS 298 Business Administration Capstone ... 1

This course is a culminating experience integrating all the course work taken in the Business Administration Associate of Applied Science program. This course includes individual and programmatic assessment. All Business Administration AAS degree-seeking students are required to take this capstone class in their final semester before graduating.

# **Business Technology**

## BTC 101 Keyboarding ... 3

Introduction to computer keyboard and development of correct techniques for keyboarding documents. Speed and accuracy exercises to develop necessary skill level. Emphasis on straight copy skills, basic keyboarding applications, and document formatting such as letters, memos, reports, and tabulation problems. Designed for both beginning typists and individuals who need to refresh keyboarding skills.

## BTC 103 Microcomputer Applications ... 3

Introduces use of business applications in word processing, spreadsheets, databases and presentations. Windows application package used for each application. (PC-based software only) Keyboarding skills recommended. Students may not receive credit for both BTC (BAS) 103 and CPT 103.

## BTC 105 Proofreading and Editing Business Documents ... 3

Emphasizes document formatting and review of basic related grammar and punctuation rules. Proofreading and editing techniques applied to business documents.

# BTC 122 Skillbuilding ... 1

Prerequisites: BTC (BAS) 101

Improves speed and accuracy of keyboarding/ typing skills in preparation for job entry and testing. Concentration on individual goals and skill improvement.

## BTC 130 Customer Service Excellence ... 1

Develop fundamental principles of serving customer needs. Learn to analyze situations, develop solutions, implement and evaluate effectiveness, and train others. Covers all vital areas to help handle customers professionally, effectively, and successfully. Build good rapport with customers and associates.

# BTC 131 Telephone Communication Skills ... 1

Improve telephone skills to meet needs of work place and become more customer service oriented in handling of telephone communications. Techniques of scripting and organization. Practice handling variety of customers.

# BTC 132 Time Management ... 1

Time management techniques and organizational planning to improve efficiency on the job. Identify strengths and weaknesses. Develop prioritization skills and learn how and when to delegate.

## BTC 135 Your Professional Image ... 1

Review of appropriate business etiquette in today's work place. Real applications of best way to develop and maintain a professional image

#### BTC 136 Electronic Communication with Stakeholders ... 2

Apply fundamental communication rules and etiquette to electronic communication with all stakeholders (employees, customers, vendors, stockholders, etc). Learn how electronic communication has changed internal and external communication, and see how social media fits into this new model.

#### BTC 137 Interpersonal Skills ... 1

Develop interpersonal skills needed for today's diverse work place. Learn to make decisions using problem-solving techniques. Study different types of customers and workers and how to communicate and work successfully with each.

#### BTC 138 Introduction to Project Management ... 1

Build a foundation of project management terminology and skills. learn to budget and schedule tasks while avoiding common pitfalls.

## BTC 145 Business Technology Tools ... 3

Prerequisites: Keyboarding skills.

Emphasis on the use of technology found in today's business environment. Students will enter and edit information as well as manipulate and format data using the current technology. Voice recognition, mobile computing devices, and other input methods to complete administrative tasks will be addressed.

Corequisites: BTC/BAS/CPT 103

#### BTC 150 Managing Personal Information – Outlook ... 1

Learn to use Outlook effectively to maintain your personal and/or work information. Topics include: handling e-mail, organizing contacts and tasks, using notes, managing calendars, and scheduling meetings and resources.

#### BTC 160 Word Processing - MS Word ... 2

Focus on learning intermediate and advanced concepts and functions of current version of MS Word. Topics include creating, editing and saving documents to intermediate and advanced functions like merges, macros, tables, wizards/templates, to multi-page documents with many special features.

Corequisites: BTC/BAS/CPT 103.

#### BTC 165 Presentations Using PowerPoint ... 2

Presentation and application of beginning through advanced functions of PowerPoint. Topics include: create effective graphic presentations, organize and outline content of presentation, format text and graphics, apply tools, correctly chart/graph information, change color schemes, and create customized templates. Use of resources available for preparing presentations, including effective presentation skills.

#### BTC 170 Spreadsheet Applications - Excel ... 2

Presentation and application of business functions of Excel. Topics include formulas and functions, absolute/relative cell references, templates, reports, charting/graphing, formatting, and integration of Excel and MS Word.

#### BTC 175 Database Applications - Access ... 2

Presentation and application of Access functions. Topics include: plan and design tables, query data, design and generate forms and reports, establish relationships, manage multiple databases, integrate Access with other MS Office applications.

# BTC 190 Planning and Design Concepts-Microsoft Publisher ... 2

Prerequisites: BTC/BAS/CPT 103

Focus is on preparation, planning, and design of various desktop publishing documents using Microsoft Publisher. Design basics and elements of design such as planning message for target audience, consistency, proportion, balance, color choice, and unity will be emphasized.

## BTC 245 Administrative Procedures ... 3

Prerequisites: BTC (BAS) 160 with a minimum grade of C or above.

Develop understanding of procedures in today's electronic office. Review of composition, telecommunications, electronic mail, making travel and meeting arrangements, document formatting, financial statements, records management, human relations, job application procedures, and decision-making skills. Students must be available for shadowing hours in local business. Students must earn a C or above in the course in order to graduate. Hybrid course. *Fall.* 

#### BTC 247 Administrative Supervision ... 3

Prerequisites: BTC(BAS) 160 with a minimum grade of C or above.

Supervision of employees, including how to handle personnel problems, hire, terminate, and promote employees. Also, budgeting, employee evaluations, and use of decision-making skills. Students must be available for shadowing hours in local business. Students must earn a C or above in the course in order to graduate. Hybrid course. *Spring* 

#### BTC 250 Business Simulations ... 3

Prerequisites: BTC(BAS) 103, BTC(BAS) 138, BTC(BAS) 160, BTC(BAS) 165, BTC(BAS) 170, BTC(BAS) 175 with a minimum grade of C or above.

Application of all MS Office and desktop publishing skills to complete various office simulation projects. Use of critical thinking, time management, organizational skills, and integration of computer skills as performance standards. Implementation of a realistic work environment. Students must earn a C or above in the course in order to graduate. Hybrid course. *Spring* 

#### BTC 290 Publishing Projects- Adobe inDesign ... 2

Prerequisites: BTC(BAS) 190.

This course will reinforce planning and design concepts with a focus on preparing desktop publishing documents and marketing items on a project basis. Importance will be placed on real-world application of design basics and applying those while learn to use Adobe InDesign.

# Chemistry

#### CHM 101 Introduction to Chemistry ... 3

Prerequisites: MAT 098 with a grade of "C" or better

Introduction to basic principles of chemistry, including measurements and problem-solving, atomic theory, chemical nomenclature, chemical reactions, molecular structure, properties of gases, liquids and solids, acid-base chemistry and oxidation-reduction chemistry.

Corequisites: CHM 103

## CHM 103 Introduction to Chemistry Laboratory ... 1

Hands-on course with emphasis on proper laboratory techniques and experimental activities that illustrate concepts studied in CHM 101.

Corequisites: CHM 101

#### CHM 106 Chemistry for Allied Health ... 4

Prerequisites: MAT 098 with a grade of "C" or better

This is a one-semester lab and lecture course providing students with basic concepts in general, organic, and biological chemistry. It will assist students in problem-solving skills and significantly emphasize the applications of chemistry to human health. This is not a general education course for the AA Degree.

#### CHM 115 General Chemistry I ... 5

Prerequisites: 1 year of High School Chemistry or CHM 101 or equivalent and MAT 121 with a grade of C or better.

Study of how compounds are formed and named, chemical equations, calculations and problem-solving involving elements, compounds and chemical equations including stoichiometry, thermochemistry; properties of gases, solids, solutions, and acids and bases. Experiments introduce basic lab skills and aspects of qualitative and quantitative analysis.

# CHM 116 General Chemistry II ... 5

**Prerequisites:** CHM 115 with a grade of C or better; or CHM 110 & 113 with a grade of C or better; and MAT 158,160 or 162 or higher with a grade of C or better.

Continuation of Chemistry I. Includes study of chemical equilibria, acid-base chemistry, complex ions, thermodynamics, oxidationreduction reactions, nuclear chemistry, and introduction to organic chemistry. Experiments continue to introduce and improve laboratory skills and problem solving.

## CHM 222 Quantitative Analysis ... 3

Prerequisites: CHM 116, with a grade of C or better.

Principles and practice of quantitative chemistry including descriptive statistics; equilibria pertaining to acid-base, complexometric, redox and solubility; volumetric analysis; spectrophotometric analysis and an introduction to chromatography.

# CHM 240 Organic Chemistry I ... 3

Prerequisites: CHM 116, with a grade of C or better.

Introduction to structure, nomenclature, properties, synthesis and reactions of aliphatic and aromatic carbon compounds.

# CHM 241 Organic Chemistry II ... 3

Prerequisites: CHM 240, with a grade of C or better.

Continuation of study of structure, nomenclature, properties, synthesis and reactions of aliphatic and aromatic carbon compounds with emphasis on chemistry of carbonyl compounds.

Corequisites: CHM 243

#### CHM 243 Organic Chemistry Laboratory ... 2

Prerequisites: CHM 240, with a grade of C or better or equivalent.

Hands-on introduction to laboratory techniques and procedures of organic synthesis and identification.

Corequisites: CHM 241

# Child Care & Early Education

## CDC 101 Introduction to Early Childhood Education ... 3

Overviews historical and contemporary early childhood programs and curriculum. Examines qualities and skills necessary for working effectively with young children. Surveys range of opportunities open to child care personnel in various early childhood settings. Site observations are part of course work. Fall and Spring. Summer, even years.

## CDC 102 Creative Activities and Play for Young Children ... 3

Introduces techniques and materials to foster creativity, imagination and artistic expression. It investigates the role of play in children's development. Examines teacher's role in planning and implementing process-oriented activities. Site observations are a part of the course work. Students may not receive credit for both EDU 202 and CDC 102.

## CDC 103 Literacy and Literature for Young Children ... 3

Utilizes various genres of children's literature and other materials to support emergent literacy and language development in young children. Site observations are a part of the course work.

## CDC 104 Principles of Early Childhood Curriculum ... 3

Prerequisites: CDC 101, CDC 112

Investigates theory and practice of early childhood education in variety of program settings. Includes survey of program models, teaching techniques, curriculum planning and scheduling, and classroom management. Site observations are a part of the course work. Fall

Approval needed from the CDC program coordinator in order to register for this class.

Students may not receive credit for both EDU 204 and CDC 104.

Corequisites: CDC 105, CDC 109

## CDC 105 Early Childhood Practicum I ... 2

Prerequisites: CDC 101, CDC 112; permission of the program coordinator required.

Involves observation and participation, under qualified supervision, in early childhood education settings. Coordinates with course objectives from CDC 104. The practicum experience is also paired with a coordinating seminar, CDC 109. Site observations are a part of the course work.

Approval needed from the CDC program coordinator in order to register for this class.

Corequisites: CDC 104, 109

#### CDC 106 Experiences in Early Childhood Education ... 1-3 hrs

This course provides for variable credit for prior professional development learning experiences related to working with young children from birth to age 8. Variable credit for prior learning experience based upon evaluation by child care program director.

#### CDC 107 Introduction to Young Children with Special Needs ... 3

Introduces characteristics of individuals with exceptionalities and overviews history and educational theories related to individuals with exceptionalities, especially children. Examines impact of disabilities and other special needs on individuals, families, schools and communities. Site observations are a part of the course work. Students cannot receive credit for both EDU 207 and CDC 107.

#### CDC 108 Infant and Toddler Development and Curriculum ... 3

Follows development of infants and toddlers (conception to 3 years of age). Examines theories of physical, cognitive (including language), social and emotional areas of development. Emphasis on developmentally appropriate activities, materials, room arrangement, and scheduling. Guided observation, record-keeping for assessment, and interaction with infants and toddlers. Site observations are a part of the course work. Summer, odd years.

#### CDC 109 Early Childhood Practicum I Seminar ... 1

Prerequisites: CDC 101, CDC 112

Provides opportunities for discussion and collaboration among students about field experiences. it supports course objectives from CDC 105. Requires concurrent enrollment in CDC 104, 105. Permission of program coordinator is required to enroll in this course. Fall

Corequisites: CDC 104, CDC 105

#### CDC 112 Child Growth and Development I: Prenatal through Early Childhood ... 3

Study of human development from conception to approximately age 6. Investigates theories related to physical, cognitive (including language), social and emotional growth and development. Examines relationship among areas of development and the connection between development and children's behaviors. Site observations are a part of the coursework.

#### CDC 113 Child Growth and Development II: Birth through Adolescence ... 3

Prerequisites: CDC 112

Exploration of human development throughout the lifespan and investigation of theories related to physical, cognitive (including language), social and emotional growth and development. Examines relationships among areas of development as well as the connection between development and behavior. Focus is also on developmental issues in childhood, adolescence and adulthood. Site observations are a part of this course work.

## CDC 201 Cognitive Activities & STEM for Young Children ... 3

Prerequisites: CDC 112

Focus on developmentally appropriate methods and materials to enhance young children's awareness of science, technology, engineering and math concepts. Emphasizes techniques to develop observation, problem solving and thinking skills. Site observations are a part of the course work. Students may not receive credit for both CDC 201 and EDU 201.

#### CDC 202 Music and Movement for Young Children ... 3

Explores music and movement activities to support perceptual, fine, and gross motor development. Overviews techniques to enhance creative movement and singing. Spring

## CDC 203 Early Childhood Practicum II ... 2

Prerequisites: CDC 101, 104, 105, 109, 112 and permission of the program coordinator required.

Involves practical teaching experience with young children, under qualified supervision, in early childhood classroom setting. It includes lesson planning and implementation, assessment and record keeping, communicating with parents and families, and all other phases of classroom operation. Site observations are part of the course work. Permission of Program Coordinator required.

Corequisites: CDC 206, 209, 210

## CDC 204 Management of Early Childhood Programs ... 3

Emphasizes operation and management of early childhood programs including issues related to staffing, curriculum and program planning, funding, facilities, public relations, and licensing and accreditation. Site observations are a part of the course work. Spring & Summer - even years.

#### CDC 205 Children, Families and Communities ... 3

Overviews interrelationships between children, families and society. Highlights topics of home/school, communication and involvement, community resources and societal influences such as violence and divorce. Student cannot receive credit for both CDC 205 and EDU 205.

#### CDC 206 Early Childhood Practicum III ... 2

Prerequisites: CDC 101, 104, 105, 109, 112 and permission of program coordinator required.

Involves comprehensive teaching experience with young children, under qualified supervision, in early childhood classroom setting. Includes lesson planning and implementation, assessment and record-keeping, communicating with parents and families, and all other phases of classroom operation. Site observations are a part of the course work.

Corequisites: CDC 203, 209, 210

#### CDC 207 Curriculum and Materials for Young Children with Special Needs ... 3

Prerequisites: CDC 107

Reviews methods and techniques for planning and adapting instruction for learners with special needs. Provides experience with observing and recording, screening and assessment instruments, and other resources for implementing individualized learning plans. Site observations are a part of the course work.

#### CDC 208 Nutrition, Health and Safety of Children ... 3

Examines nutrition, health and safety factors affecting children from birth through adolescence. Topics include dietary requirements and nutrition education, health assessment, childhood illnesses and immunizations, first aid, accident prevention and child abuse recognition and intervention. Students may not receive credit for both EDU 208 and CDC 208.

## CDC 209 Early Childhood Practicum II Seminar ... 1

Prerequisites: CDC 101, 104, 105, 109, 112

This is a co-requisite seminar that supports course objectives for CDC 203 Early Childhood Practicum II. It provides opportunities for discussion and collaboration among students about field experiences.

Corequisites: CDC 203, 206, 210

#### CDC 210 Early Childhood Practicum III Seminar ... 1

Prerequisites: CDC 101, CDC 112, and one other CDC course.

Provides opportunities for discussion and collaboration among students about field experiences. The seminar supports course objectives from CDC 206. Permission of program coordinator is required to enroll in this course.

# **College Development**

## COL 090 College Study Skills ... 3

Develops, improves, and practices study skills critical to success in college. Skills include time management, concentration, memory, SQ4R textbook study method, note taking from both lecture and textbook, exam preparation and test taking.

## COL 101 College Success Seminar ... 1

Information and experiences to facilitate college success for freshman. Required of all first-time freshmen students taking 9 or more hours (6 hours or more in the summer semester).

# COL 104 Online Information and Internet Research ... 1

Skills needed to select and search online information sources. Focus is on strategies for searching online catalogs, indexes, and the Internet. Includes resource comparison, evaluation and citation, and types of information.

## COL 110 Career Development ... 1

Assists in making career decisions through assessment of interests, values and abilities. Application of these traits to world of work to find career as appropriate combination of these three. In-depth exploration of several careers.

# COL 299 Sophomore Portfolio Assessment ... 1

Prerequisites: Sophomore standing.

Students will complete activities from 3 discipline areas\* which will include evidence of Higher Order Thinking (HOT) and Managing Information (MI). Students may be required to complete a comprehensive standardized assessment test. The discipline areas are: Humanities, Social Science, and Multicultural/Valuing

Corequisites: Students should take this course after completing 30 hours of their 42 hour AA general education transfer block.

# Communication

## COM 102 Introduction to Mass Communication ... 3

Focus on different modes of mass communication including radio, television, film, video, magazines, newspapers, publishing, advertising, public relations, photography, and telecommunications. Development of media from invention to present, effects of media on society, government controls, censorship, and other issues.

## COM 112 Introduction to Radio and Television Broadcasting ... 3

Introduction to broadcasting, including history, government regulations, station operation, and program development. **COM 115 Introduction to Public Relations ... 3** 

# Basic functions of public relations in public and private sector. Emphasis on history, case studies, and writing including press releases, media plans, and speeches. Media role in public relations, and role in shaping and swaying public opinion. Specific jobs and emphasis areas covered.

#### COM 120 Electronic News Gathering ... 3

Prerequisites: COM 102

Instruction in video skills for pre-production, production, and post-production of television news. On-location, single-camera shooting will be emphasized. Includes lectures, discussions, practical applications, and evaluations.

## COM 260 Video Production for the Media ... 3

#### Prerequisites: COM 102

Introduction to all aspects of video production. Remote and studio television production will be covered. Hands-on experience in the use of equipment to produce video projects for the media. Consists of lectures, field assignments, in-class activities, and examinations. **COM 270 Media Literacy ... 3** 

Emphasis on the ability to access, analyze and evaluate media in a variety of media formats. Review of tools necessary to understand the role of the media as well as skills of inquiry necessary for citizens of a democracy. Media formats examined include journalism, advertising and political communications.

#### COM 290 Topics in Mass Communication ... 3

Exploration of a topic selected by the department. Topics may include examination of mass communication in a variety of contexts: presidential elections, mass communication theory, mass communication effects, impact of the Internet, etc.

#### COM 296 Mass Communication Internship ... 3

Prerequisites: COM 102 or consent of instructor.

Students placed in participatory position in mass media corporation or organization. Includes assignments related to internship.

# Computer-Aided Drafting

## CDM 103 Introduction to CAD Systems ... 2

Uses both AutoCAD and Cadkey software to introduce CAD. Coverage includes functions of CAD drawing, its components, creating and editing drawing, input methods, basic views, basic dimensioning, and steps needed to save and retrieve completed CAD drawings. Engineering report required.

# CDM 104 CAD Systems II ... 3

Prerequisites: CDM 103 with a grade of "C" or better.

Extends topics covered in CDM 103 and includes advanced orthographic views, tolerancing and dimensioning. Covers sketching, sectional views, auxiliary views and basic descriptive geometry. Uses AutoCAD software.

# CDM 120 Descriptive Geometry ... 2

Prerequisites: CDM 104

Analysis of basic shape descriptions using successive auxiliary views and rotations to determine true lengths, sizes and shapes, and to find solutions to problems dealing with coplanar and non-coplanar forces. Engineering report required.

## CDM 205 Architectural Drafting I ... 3

Prerequisites: CDM 104

General orientation, site work, floor plans, elevation drawings, structural information and dimensioning information, roof plans, schedules of fixtures and equipment.

# CDM 206 Architectural Drafting II ... 3

Prerequisites: CDM 205

Detail drawings, sections, stairs, foundation plans, and introduction to electrical drawings, plumbing and HVAC drawings, perspectives and renderings

## CDM 207 Revit Architecture I ... 3

#### Prerequisites: CDM 104

Introduction to use and application of Revit software. Course includes Building Information Modeling, shared user design, and sustainable/green building features.

#### CDM 208 Revit Architecture II ... 3

#### Prerequisites: CDM-207

Intermediate application of Revit software for commercial architectural design involving Building Information Modeling. Collaboration techniques, advanced design development tools and advanced construction documents are featured.

## CDM 209 Construction Materials ... 3

#### Prerequisites: CDM 104

Use and availability of concrete, masonry, metals, wood and plastics, thermal and moisture protection, doors and windows, finishes,

#### etc. CDM 210 HVAC Drafting ... 3

Prerequisites: CDM 104

Design of systems related to size and structure of buildings. Drawings for heating systems: forced air, hot water, radiant, and electrical. Air conditioning systems and drawings.

## CDM 211 Structural Drafting ... 3

Prerequisites: CDM 104

Interpretation of general plans, stress diagrams, erection diagrams and specifications. Preparation of steel details, falsework plans, foundation and masonry plans, and bills of material and bolt lists. Drawing of basic welding details.

#### CDM 212 Electrical/Electronic Drafting ... 3

#### Prerequisites: CDM 104

Includes electrical symbols and fundamentals, conduit and grounding plans, lighting plans, details of electrical equipment, electronic symbols and tables, connections diagrams, schematic block and logic diagrams, instrumentation and control drawings.

# CDM 221 Solid Modeling I ... 3

Prerequisites: CDM 103

Introduction to parametric solid modeling using Solidworks software.

# CDM 222 Solid Modeling II ... 3

Prerequisites: CDM 221

Intermediate parametric solid modeling using Solidworks software.

#### CDM 223 Geometric Dimensioning/Tolerance ... 3

#### Prerequisites: CDM 104

Fundamentals and techniques, general dimensioning, practices, limit dimensions, cylindrical fits, S.I. metrics, tolerances of position and form, surface texture, profile, orientation and runout.

#### CDM 231 Tool Path Generation ... 3

Prerequisites: CDM 104

Includes short history of N/C programming, cutters, speeds and feeds, sequence of operations, tool path generation for 3-axis and multiaxis machines, tooling and machine language using Mastercam program and completion of prototypes in CNC manufacturing cell. **CDM 235 Manufacturing Processes ... 3** 

# Prerequisites: CDM 104

Focuses on processes used in manufacturing metal parts. Includes machining, stamping, extruding, swaging, grinding, casting, forging, roll forming, welding, electrical discharge machining (EDM) and threading. Finishing processes include anodizing, tempering, annealing, pickling, etc. Addresses overall process of manufacturing planning. Prerequisite waived with instructor consent.

#### CDM 251 Introduction to Piping Drafting ... 3

Prerequisites: CDM 104

Pneumatic/ hydraulic fundamentals and codes, kinds of pipe and specifications, piping symbols, piping schematics, plans, riser diagrams, isometrics, and details of piping.

#### CDM 255 Civil Drafting ... 3

Prerequisites: CDM 104

Drawing and interpretation of site plans and maps, calculating drainage; and drawing structural steel details, reinforcing concrete and the piping related to site plans.

#### CDM 265 Sustainable Design ... 3

Prerequisites: CDM-104

Examination of sustainability and green construction design and drafting items related to residential and commercial design. Topics will include building materials, methodologies, energy production and storage, water use and waste systems. Course includes a review of LEED certification items.

#### CDM 270 Externship ... 3

Prerequisites: Approval of CAD/CAM department chair and meet externship requirements.

Practical work experience and structured occupational learning specific to CAD/CAM major. Provides educational experience not available in classroom or lab.

#### CDM 298 CAD/CAM Capstone ... 1

Culminating course experience for the CAD/CAM program. **Corequisites:** Application for graduation

## Computers

#### CPT 103 Microcomputer Applications ... 3

Introduces use of business applications in word processing, spreadsheets, databases, and presentations. Windows application package used for each application. (PC-based software only) Keyboarding skills recommended. (Students may not receive credit for both BAS 103 and CPT 103.)

#### CPT 104 Introduction to Programming for Animation and Computer Games ... 3

Prerequisites: Take CPT-135 and CPT-165 or Permission of Instructor

The course examines the proper steps in the creation of animation and game design. It covers history of gaming, game genre, story and character development, and game management. The creation of simple games will also be examined using the GameMaker development tool.

#### CPT 105 Computer Ethics ... 3

Introductory survey of classical and contemporary ethical theories related to current business and computer situations and problems with an emphasis on case studies and examples. Course fulfills AA general education requirements. (formerly CPB 105) Students may not receive credit for both BUS 105 and CPT 105.

# CPT 106 Operating Systems ... 3

Introduction to the concepts of computer operating systems, including DOS, Linux and Windows 7. Covers the three types of interfaces: command line, menu, and graphical. Operating concepts of file, disk, and other resource management.

# CPT 115 Introduction to Data Processing ... 3

Introduction to computer systems with topics that include system components, data storage techniques, binary arithmetic, operating systems, device characteristics and programming. Course fulfills AA general education requirements.

## CPT 121 Basics of Data Communications ... 3

Understanding and appreciation of data communications from user's perspective. Overview of data communications concepts to address data communications issues in contemporary home or business environment. Online only (formerly CPC 120).

Corequisites: CPT-115

## CPT 130 Introduction to UNIX Operating System ... 3

Prerequisites: CPT 106

Introduction to UNIX operating system. Covers essential components of operating system, concept of shell, and basic editing techniques. Includes file structures, file access, linking files, and script files.

# CPT 135 Programming in Python ... 3

Learning good problem-solving techniques using the Python programming language. Object-oriented concepts are included.

## CPT 160 Mobile Apps Development ... 3

Prerequisites: CPT-135 and CPT-165 or Instructor Permission

Developing applications for mobile devices on various platforms.

## CPT 165 Computer Programming Logic ... 3

Understanding and appreciation of computer problem solving methods. Applies knowledge of specific characteristics of computer language and coding mechanics to logical solution of given problem. Logic and programming techniques apply to any of machine-oriented or high-level languages currently available.

## CPT 172 FORTRAN Programming ... 3

Prerequisites: MAT 121

Continues development of good programming style using FORTRAN language. Emphasis is on development and use of single and multi-dimensional arrays and on development and use of subroutines and functions.

Corequisites: Recommended corequisite: CPT 165.

# CPT 174 COBOL Programming I ... 3

General orientation to concept of structured COBOL programming and the use of COBOL language features and programming techniques. Taught on IBM-compatible PC.

Corequisites: Recommended corequisite: CPT 165

# CPT 175 COBOL Programming II ... 3

Prerequisites: CPT 174

Continuation of COBOL Programming I. Introduces programs of increased complexity, using advanced features of COBOL language, including sorts, indexed files, and subroutines. Taught on IBM-compatible PC.

## CPT 182 Beginning Programming in C++ ... 3

Prerequisites: CPT 135 and CPT 165 or instructor permission

Advanced programming topics using the C language. Emphasis on data structures and file handling.

# CPT 185 Programming in C# (C Sharp) ... 3

Prerequisites: CPT-135 and CPT-165 or permission of instructor

Object-oriented approach to programming as well as the C# programming language.

#### CPT 186 Advanced Programming in C++ ... 3

Prerequisites: CPT 182

Working knowledge of object-oriented programming using C++ language. Features extensive hands-on programming development using C++ compiler on IBM-compatible system.

#### CPT 198 Computer Science Internship ... 1-3 hrs

Requires prior approval of department chair or dean. Students placed in a position in business to gain practical experience and learn specific operational technologies.

#### CPT 200 Systems Analysis and Design ... 3

Prerequisites: Take 1 group: CPT-182 & CPT-186, CPT-280 & CPT-282, CPT-284 & CPT-287, CPT-240 & CPT-260 or permission of instructor (note: two groups are better)

Orientation to the development of computer-based man-machine information systems. Study of system life cycles, development of logical systems specification, data collection techniques, human factors design and standards for documentation.

#### CPT 201 Introduction to Database Management ... 3

Prerequisites: CPT 103 or Permission of Instructor

Practical foundation for the design, implementation and management of database systems. Includes the Internet's impact on how databases are designed, implemented and used (formerly CPB 201).

## CPT 204 Advanced Applications ... 3

Prerequisites: CPT 103

Continuation of topics covered in elementary applications course. Emphasis on spreadsheet macros, functions, graphics, and database form development, modeling, and merging features using word processor (formerly CPB 101).

## CPT 220 Data Integration Techniques ... 3

Prerequisites: CPT 204

Creation and use of custom menus, forms, and other features in spreadsheet and database environments, and use of logic structures, control loops and other branching techniques. Emphasis on handling data by defining properties and by creating value trees, event trees, and data links to external data files (formerly CPB 220).

## CPT 230 Advanced UNIX ... 3

Prerequisites: CPT 130

In-depth look at UNIX operating system and how it works. Advanced file access and programming in shell. Covers basic system administration and close look at security administration (formerly CPC 230).

## CPT 240 SQL Basics ... 3

Prerequisites: CPT 103 or Instructor Permission

Extensive hands-on activities using in-class SQL-based relational database to transform request into SQL query. How to create and test increasingly complex queries, how to build tables using data definition capabilities of SQL, how to create views for querying and manipulating data, and how to index in SQL database (formerly CPB 240). *Fall* 

#### CPT 243 Intranets and E-Commerce ... 3

Prerequisites: CPT 115

Definition of E-Commerce, Intranets and Extranets. Exploration of major business opportunities, limitations, issues, and risks of all these technologies as well as how they are conducted and managed (formerly CPC 220). Online only.

## CPT 245 Telephony ... 3

Prerequisites: CPT 115

Coverage of signaling protocols used in telephony and the convergence of the telephone network with data networks (formerly CPC 280). Online only.

# CPT 246 Computer Security ... 3

Prerequisites: CPT 121

Exploration of LAN and WAN network security issues and various resolutions to the problems (formerly CPC 282). Online only.

# CPT 249 Network Architecture and Protocol ... 3

Prerequisites: CPT 121

Terminology, operating systems, network topology, computer network architecture and hardware, and introduction to network protocols. Protocols covered include block-oriented send and wait protocols and streaming protocols. Includes introduction to Internet working protocols (formerly CPC 200). Online only.

# CPT 250 Database Programming ... 3

Prerequisites: CPT 135 and CPT-165 or Permission of Instructor

Special topics course about how to program in a commercially popular database language and integrating databases for the Web.

# CPT 260 Oracle Programming ... 3

Prerequisites: CPT 240 or Permission of Instructor

In-depth coverage of Oracle's current Programming Language/ Structured Query Language (PL/SQL) bringing all benefits and capabilities of a high-level programming language to the database environment.

# CPT 265 DB2 Programming ... 3

Prerequisites: CPT 165, CPT 201, CPT 240

Production of application programs manipulating DB2 databases in a UNIX, Windows NT, Windows 95, or OS/2 environment. Emphasis on embedding static SQL statements and preparing programs for execution.

# CPT 271 Programming in Perl ... 3

Prerequisites: CPT 130, CPT 165, CPT 201

Quick prototyping, systems utilities, software tools, database access and www programming. Perl modules and extensions greatly reduce development time for any given task. Perl scripting included. Role of Perl in bioinformatics.

# CPT 280 Visual Basic.NET ... 3

Prerequisites: CPT-135 and CPT-165 or Permission of Instructor

Using Visual Basic.NET, design effective user interfaces using appropriate controls, properties and coding.

# CPT 282 Advanced Visual Basic.NET ... 3

Prerequisites: CPT 280

Advanced Visual Basic.NET topics include object-oriented programming, database integration, functions, and procedures.

# CPT 284 Java Programming ... 3

Prerequisites: CPT-135 and CPT-165 or permission of instructor

This class will provide students with the opportunity to master basic fundamentals of the Java programming language, to understand Object Oriented Design (OOD) and Object Oriented Analysis (OOA).

# CPT 287 Advanced Java Programming ... 3

Prerequisites: CPT 182 or CPT 284

This class will provide students with the opportunity to master advanced programming techniques using Java programming language, to obtain a higher level understanding of Object Oriented Design (OOD), and Object Oriented Analysis (OOA).

# CPM 295 Beyond HTML/Portfolios (Capstone) ... 3

Prerequisites: CPM 160

Beyond basic Web design, course focuses on responsive design (design for mobile devices), search engine optimization, analytics and implementing jQuery. Students will create a Web-based portfolio and utilize project management tools.

# Computers/Multimedia

## CPM 120 Windows Multimedia ... 3

Use of Windows operating system to present multimedia applications and theory to create kiosks, DVDs, presentations and Web pages with text, graphics, sound, video and animations. Emphasis on windows multimedia techniques such as application software integration, embedding sounds, graphics and videos, working with different file formats and resolutions, sound and video capture, and using various editing software for different multimedia applications. Computer literacy recommended.

## CPM 160 Introduction to HTML ... 3

Creation of Web pages using HTML scripting covering tags, frames, tables, hypertext, graphics, sound and gif animations. Advanced topics include Cascading Style Sheets and new areas of HTML. Computer literacy recommended.

## CPM 170 Computer Graphics (Adobe Illustrator) ... 3

Introduction to computer graphics software to create multimedia and presentation graphics. Emphasis on use of tools and menus to create special effects and to scale, stretch, rotate, group, and layer graphics.

# CPM 190 Dynamic Programming Languages ... 3

Prerequisites: CPT 165

Introduction to tools and skills required to build and maintain WWW server sites, using a variety of languages. Online only.

# CPM 200 XML ... 3

Prerequisites: CPM 160

Creation of Web pages using XML (eXtensible Markup Language) documents including Internal and External Document Type Definitions, creation of XML schemas, creating XML namespaces for use with two different schemas, and using data types to define specific attributes and elements as well as the extraction of the XML data into other programs. Online only.

# CPM 210 Digital Photo Editing (Adobe Photoshop) ... 3

Edit and enhance digital photos with special techniques and tools using popular software. Prepare photos, backgrounds, and buttons for Web pages; restore old photos and create photo composites.

## CPM 220 3D Animation ... 3

Creation of 2-3 dimensional animation and its playback as part of multimedia demonstration. Concepts and tools involved in computer animation and graphics.

## CPM 230 /BUS 272 Social Media Marketing for the Web ... 3

Advertising method that uses social network services like e-mail, blogs, Facebook and Twitter to increase web presence. Learn to develop and use social media to enhance search engine optimization (how search engines find your website) and engage visitors.

## CPM 240 Web Design (Adobe Dreamweaver) ... 3

Introduction to Web editors and techniques used to design Web pages. Developed concepts include frames, tables, cascading style sheets, embedding java script code, and database integration. Emphasis on principles of good Web design and navigation.

## CPM 250 Web Animation (Adobe Flash) ... 3

Design and integration of graphics, text, and audio sources to create animations and Web pages for the Internet. Utilization of current Web application software.

## CPM 260 Content Management Systems (CMS) ... 3

Focus on Web-based content management systems that provide website authoring, collaboration and administration tools to create and manage website content for users with little knowledge of Web programming or markup languages.

# CPM 270 Digital Video Editing (Adobe Premiere) ... 3

Hardware and software tools to capture audio, still, and full-motion video including scanners and video capture boards. Covers techniques used to edit and play captured audio/video. Discussion of data compression methods.

## CPM 280 Javascript ... 3

Prerequisites: CPM 160

Writing script through use of Javascript programming language to create interactivity and animation for Web pages. Online only.

## CPM 290 Topics in Multimedia ... 3

Appropriate prerequisite course(s); Instructor's permission required. Independent in-depth study on multimedia topics or software. Topics can include Advanced PhotoShop, Advanced Illustrator, cartoon and game animation using Flash, Using Lingo With Director or Authorware incorporating a series of software packages to be presented within a portfolio.

# CPM 295 Beyond HTML/Portfolios (Capstone) ... 3

Prerequisites: CPM 160

Beyond basic Web design, course focuses on responsive design (design for mobile devices), search engine optimization, analytics and implementing jQuery. Students will create a Web-based portfolio and utilize project management tools.

# Computers/Networking

# CPC 107 A+ (Computer Repair and Maintenance) ... 5

Preparation to meet the requirements of the A+ certification exam. How to build, configure, upgrade, and troubleshoot PCs. Combination of lectures, demonstrations, discussions, and hands-on labs.

## CPC 125 Windows Desktop Operating Systems ... 3

In-depth introduction to current Windows desktop operating systems including installation, resource use, hardware devices and drivers, system performance and reliability, network protocols and services, desktop, security and troubleshooting. Emphasis on supporting end users. Combination of lectures, demonstrations, discussions and hands-on labs. Preparation for Microsoft certification.

## CPC 155 Cyber Security Essentials ... 3

This class focuses on prerequisite skills required for cyber security, ethical hacking, and forensics. An introduction to programming, web-design, and database query languages. Additional topics will be added as prerequisite skills change along with technology. This class is offered in a hybrid format only and will require guided self study.

# CPC 160 Security Fundamentals ... 3

Prerequisites: CPC 107 or CPC 125

Learn the fundamentals of security and prepare for the Security + certification exam. Combination of hands-on labs, lectures, and demonstrations.

## CPC 161 Computer Forensics ... 3

Prerequisites: CPC 160

Explore use of analytical and investigative techniques to identify, collect, examine and preserve evidence or electronically stored information. Combination of hands-on labs, lectures and demonstrations.

Corequisites: CPC 155

## CPC 162 Ethical Hacking ... 3

Prerequisites: CPC 160

Determine weaknesses and vulnerabilities in target systems using the same tools and knowledge as a malicious hacker (in a lawful way) in order to increase security. Preparation for CEH certification. Combination of hand-on labs, lectures and demonstrations.

Corequisites: CPC 155

# CPC 170 CCNA1 ... 5

First course in a four-course sequence that prepares student for Cisco Certified Network Administrator (CCNA) certification and the job market. Over the four-course sequence learn networking fundamentals, routing and switching protocols, router and switch configuration in the LAN and WAN, security issues and solutions, and wireless technologies. Combination of hands-on labs, lectures, and demonstrations.

# CPC 171 CCNA2 ... 5

Prerequisites: CPC 170

Second course in a four-course sequence that prepares student for Cisco Certified Network Administrator (CCNA) certification and the job market. Over the four-course sequence learn networking fundamentals, routing and switching protocols, router and switch

configuration in the LAN and WAN, security issues and solutions, and wireless technologies. Combination of hands-on labs, lectures, and demonstrations.

# CPC 172 CCNA3 ... 5

Prerequisites: CPC 171

Third course in a four-course sequence that prepares student for Cisco Certified Network Administrator (CCNA) certification and the job market. Over the four-course sequence learn networking fundamentals, routing and switching protocols, router and switch configuration in the LAN and WAN, security issues and solutions, and wireless technologies. Combination of hands-on labs, lectures, and demonstrations.

# CPC 173 CCNA4 ... 5

Prerequisites: CPC 172

Fourth course in a four-course sequence that prepares student for Cisco Certified Network Administrator (CCNA) certification and the job market. Over the four-course sequence learn networking fundamentals, routing and switching protocols, router and switch configuration in the LAN and WAN, security issues and solutions, and wireless technologies. Combination of hands-on labs, lectures, and demonstrations.

## CPC 180 Introduction to UNIX/Linux ... 3

Introduction to UNIX/Linux, installation, users and groups, package management, permissions and general network configuration. Combination of lectures, demonstrations, discussions and hands-on labs.

#### CPC 202 Windows Server and Active Directory ... 5

Prerequisites: CPC 107, CPC 125, or instructor permission.

In-depth study of the latest Windows Server operating system including installation, managing a server environment, access to resources, disaster recovery, IP addressing, name resolution, routing and remote access and network security. Combination of lectures, demonstrations, discussions and hands-on labs. Preparation for Microsoft certifications.

#### CPC 224 Microsoft SQL Server ... 3

Prerequisites: CPC 202, CPC 203

Preparation to meet certification requirements to become Microsoft Certified Professional (MCP) or Microsoft Certified Systems Engineer (MCSE). How to design and implement database solution using Microsoft SQL Server. Combination of lectures, demonstrations, discussions, online assignments, and hands-on labs.

## CPC 225 Microsoft Exchange Server ... 3

Prerequisites: CPC 202

Preparation to meet certification requirements to become Microsoft Certified Professional (MCP) or Microsoft Certified Systems A. How to implement, administer, and troubleshoot information systems that incorporate Microsoft Exchange Server. Combination of lectures, demonstrations, discussions, online assignments, and hands-on labs.

## CPC 240 Wireless LANs ... 5

Prerequisites: CPC 171 or CCENT certification.

Introduction to Wireless LANs. Topics include IEEE 802.11 standard, wireless radio technology, wireless topologies, access points, bridges, antennas, security, site survey preparation, troubleshooting, and emerging technologies. Combination of lectures, demonstrations, discussions, online assignments, and hands-on labs.

## CPC 245 CCNA Security ... 5

Prerequisites: CPC 171 or CCENT Certification

In-depth introduction to network security based on router firewalls and security appliances. Topics include Access Control Lists (ACLs), AAA security, intrusion detection, monitoring, and securing Virtual Private Networks (VPNs). Combination of lectures, demonstrations, discussions, online assignments, and hands-on labs. Preparation for security-related industry certifications.

## CPC 246 Network Security II ... 5

Prerequisites: CPC 245 or computer networking instructor permission.

Second course in a series of security classes providing in-depth study of network security based on firewall security devices. Topics include router and security appliance ACLs, AAA, advanced protocols and intrusion detection, failover and system maintenance, VPNs, and device management. Combination of lectures, demonstrations, discussions, online assignments, and hands-on labs. Preparation for security-related industry certifications.

# CPC 247 Voice Over IP ... 5

Prerequisites: CPC 173 or CCNA Certification.

Introduction to Voice over IP including a discussion of converged networks, gateways and trunks, and call management. Combination of lectures, demonstrations, discussions, and hands-on labs.

#### CPC 260 UNIX/Linux Administration ... 3

Prerequisites: CPC 180

Learn what a UNIX/Linux administrator needs to know to support a UNIX/Linux server. Includes DNS, DHCP, mail services, Web and SQL services, file and print sharing, backup and recovery, monitoring and optimization, and configuration management.

## CPC 270 CCNP1 ... 5

Prerequisites: CPC 173 or CCNA certification

First course in a series that prepares students for CCNP ceertification. Reference Cisco System's Web site (www.cisco.com/certification) for specific competencies addressed. Combination of hands-on labs, lectures and demonstrations.

## CPC 271 CCNP2 ... 5

Prerequisites: CPC 173 or CCNA Certification

Second course in a series that prepares students for CCNP certification. Reference Cisco System's Web site (www.cisco.com/certification) for specific competencies addressed. Combination of hands-on-labs, lectures and demonstrations.

#### CPC 272 CCNP3 ... 5

Prerequisites: CPC 173 or CCNA Certification

Third course in a series that prepares students for CCNP certification. Reference Cisco System's Web site (www.cisco.com/certification) for specific competencies addressed. Combination of hands-on labs, lectures and demonstrations.

#### CPC 273 CCNP4 ... 5

Prerequisites: CPC 173 or CCNA Certification.

Fourth course in a series that prepares students for CCNP certification. Reference Cisco System's Web site (www.cisco.com/certification) for specific competencies addressed. Combination of hands-on labs, lectures and demonstrations.

#### CPC 290 Virtualization Technologies ... 3

Prerequisites: CPC 107

Introduction to virtualization technologies and use in current corporate environments. Heavy emphasis on VMware and other products like Hyper V. Combination of lectures, demonstrations and hands-on labs.

#### CPC 299 New Technologies ... 3

Prerequisites: CPC 107

Advanced IT topics including current trends and important skill sets. Combination of lectures, demonstrations and hand-on labs when appropriate.

# **Criminal Justice**

# CRJ 101 Introduction to Victimology ... 3

Introduces psychological impact incurred by crime victims. Basic crisis intervention techniques, working with and understanding special populations of victims and their needs, i.e. family violence, sexual assault victims, child victims, homicide survivors and response of criminal justice system, current laws and review of history of victim movement. Fall.

#### CRJ 103 Addictive Disease Concepts ... 3

Explores addiction from historical and theoretical background to current concepts. Variety of addictive behaviors examined with special focus on psychoactive drug dependency. Fall.

#### CRJ 104 Treatment: Alcohol and Drug Abuse ... 3

Focus on treatment of alcohol and drug abuse as a continuum of processes from intervention through rehabilitation. Incorporates ways to address needs of people suffering from alcohol and drug abuse. Spring.

# CRJ 110 Criminal Investigations ... 3

Introductory perspective on the tactics, strategies, and techniques of criminal investigations.

#### CRJ 140 Introduction to Criminal Justice System ... 3

Overview of criminal justice system, including historical development, present status, and suggested reforms. Includes detailed descriptions of duties and functions of specific actors in system, including victim, offender, police, prosecuting and defense attorneys, courts and corrections.

#### CRJ 165 Introduction to Security ... 3

Survey of security systems and techniques, security surveys, and economic factors related to security.

## CRJ 170 Criminal Law and Procedure ... 3

Analysis of substantive criminal law and criminal procedure. Specific attention given to Missouri Criminal Code and cases that interpret Missouri laws. Fall.

## CRJ 171 Rules of Criminal Evidence ... 3

Basic rules of evidence applicable to criminal and other related police duties. Examines fundamental questions of evidence and theories of proof, including hearsay, documentary proof, self-incrimination, relevance, and presumptions. Spring.

## CRJ 175 Criminology ... 3

Study of various explanations of crime: classical psychological, sociological, critical, and interactionist. Examines array of responses available to system, including punishment by incarceration and other alternatives.

## CRJ 201 Criminal Justice: Politics and Policy ... 3

## Prerequisites: CRJ 140

Examination of the conflicting and converging needs and skills of social roles necessary for sound criminal justice system in society. Objectives, activities and skills of citizen, criminal justice professional, and social scientist identified and analyzed. Spring.

#### **CRJ 202 Correctional Institutions ... 3**

Detailed examination of American correctional institutions, including roles of detainees or inmates, correctional officers, and administration. Topics include classification schemes, prison life and violence, and conflict between custody and treatment functions of institution.

#### CRJ 205 Juvenile Justice Systems ... 3

Examines justification for juvenile court system and looks at organization, functions, and jurisdiction of juvenile agencies. Specific attention given to Missouri juvenile system and court cases interpreting these laws.

# CRJ 210 Crime Victimization: Policies and Procedures ... 3

Concepts, dynamics, and policies of programs for victims of crime, including their historical development, techniques for intervention, and response of criminal justice system. Model victim witness programs evaluated for strengths, weaknesses, and needed changes. Spring.

## CRJ 224 Constitutional Law ... 3

Examines United States Constitution and relationship to American Society as a whole and criminal justice system in particular. Fall.

## CRJ 230 Crisis Intervention ... 3

Introduction to theories and practices related to intervening and mediating in and defusing crises, and referral of people in crises. Spring.

## CRJ 240 Probation and Parole ... 3

Historical development, relative merits and disadvantages of these programs, and analysis of their success as applied in all types of probational systems. Spring.

## CRJ 250 Police Administration ... 3

Analyzes organization and administration of police departments and systems, highlighting peculiar characteristics of police organizations and personnel, budgeting for police departments, control and responsibility of police departments and relation of police department to other public agencies and general principles of public administration. Fall.

## CRJ 260 Police-Community Relations ... 3

Studies development of police-community relations units, analyzes current police-community relations programs in large cities, and engages in hands-on development and observation of programs in action. General Education Skills Assessment is embedded. Spring.

# CRJ 265 Internship ... 1-6 hrs

**Prerequisites:** Instructor's permission (Usually students seeking an internship with SCC have attained sophomore standing, have completed at least 9 credit hours in CRJ prefix courses with a minimum of a 2.33 GPA in those courses and a 2.0 GPA overall at SCC for all courses taken. Students are expected to be free of any record of academic dishonesty or criminal record of any kind excluding minor violations such as traffic tickets. Students themselves are expected to initially contact agencies directly to apply for the internship).

Students placed in participative position in criminal justice agency.

#### CRJ 266 Internship II ... 1-6 hrs

Prerequisites: CRJ 265

Students enroll in Criminal Justice Practicum a second time.

#### CRJ 280 Comparative Criminology and Criminal Justice ... 3

**Prerequisites:** Completion of 24 credit hours of 100 level or above, prior to enrollment.

Analysis of criminal justice systems and crime in other cultures and how other cultures define and respond to criminal behavior.

#### CRJ 290 Special Topics in Criminal Justice ... 1-3 hrs

Credit for individual study or selected classes in subjects such as role of women in the criminal justice system, poverty and crime, or police civil liability. Instructor's approval required.

#### CRJ 291 Mock Trial ... 1-3 hrs

Clarifies working roles in legal establishment. Students portray each of courtroom principals: judge, prosecutor, defense attorney, defendant, and juror. Study hypothetical case through research and work with attorney instructors in courtroom setting. Procedures and working knowledge of judicial system. Fall.

#### CRJ 292 Mock Trial Competition ... 1-3 hrs

Prerequisites: CRJ 291

Students compete in American Mock Trial Association Regional Tournament. Spring.

#### CRJ 298 Criminal Justice Capstone ... 1

Culminating experience integrating Criminal Justice Associate of Applied Science program course work. Required for Criminal Justice AAS degree-seeking students in the final semester before graduation.

# **Economics**

#### ECO 100 Survey Economics ... 3

Prerequisites: One of the following must be completed: MAT 096, ASMNT A120.

Introduction to basic economic decision-making at both micro and macro levels. Overview of topics relating to aggregate economic activity and to individual economic activity of households and firms.

#### ECO 110 Principles of Macroeconomics ... 3

Prerequisites: One of the following must be completed: MAT 098, ASMNT A121

Introduction to determination of aggregate measures of economic activity, price level, employment and national output. Topics include inflation, unemployment and economic growth; money and banking system; and formulation of fiscal and monetary policies in pursuit of economic stabilization.

## ECO 120 Principles of Microeconomics ... 3

Prerequisites: One of the following must be completed: MAT 098, ASMNT A121

Introduction to determination of prices in product and factor markets. Topics include individual decision-making behavior of households and firms; interactions in markets of varying degrees of competition; and effects of such markets on allocation of scarce resources and distribution of income.

## ECO 220 Money and Banking ... 3

Examination of nature of money and factors influencing money stock; introduction to monetary theory and policy; and impact of monetary phenomena on employment, production, prices and balance of payments.

# Education

# EDU 125 Teaching Literacy Through Storytelling ... 3

Learn to communicate through the magic of storytelling. An auditory form of learning that can enhance curricula.

## EDU 201 Cognitive Activities and STEM for Young Children ... 3

Prerequisites: CDC 112

Focus on developmentally appropriate methods and materials to enhance young children's awareness of science, technology, engineering and math concepts. Emphasizes techniques to develop observation, problem solving and thinking skills. Site observations are a part of the course work. Students may not receive credit for both EDU 201 and CDC 201.

# EDU 202 Creative Activities and Play for Young Children ... 3

Introduces techniques and materials to foster creativity, imagination and artistic expression. It investigates the role of play in children's development. Examines teacher's role in planning and implementing process-oriented activities. Site observations are a part of the course work. Students may not receive credit for both EDU 202 and CDC 102.

# EDU 204 Principles of Early Childhood Education ... 3

#### Prerequisites: CDC 101 and CDC 112

Investigates theory and practice of early childhood education in variety of program settings. Includes survey of program models, teaching techniques, curriculum planning and scheduling, and classroom management. Site observations are a part of the course work. Students may not receive credit for both EDU 204 and CDC 104.

## EDU 205 Children, Families and Communities ... 3

Overviews interrelationships between children, families and society. Highlights topics of home/school, communication and involvement, community resources and societal influences such as violence and divorce. Students cannot receive credit for both CDC 205 and EDU 205.

## EDU 207 Introduction to Young Children with Special Needs ... 3

Introduces characteristics of individuals with exceptionalities and overviews history and educational theories related to individuals with exceptionalities, especially children. Examines impact of disabilities and other special needs on individuals, families, schools and communities. Site observations are a part of the course work. Students cannot receive credit for both EDU 207 and CDC 107.

## EDU 208 Nutrition, Health and Safety of Children ... 3

Examines nutrition, health and safety factors affecting children from birth through adolescence. Topics include dietary requirements and nutrition education, health assessment, childhood illnesses and immunizations, first aid, accident prevention and child abuse recognition and intervention. Students may not receive credit for both EDU 208 and CDC 208.

## EDU 211 Foundations of Education ... 3

#### Prerequisites: ENG 101

Examination of the historical, philosophical, sociological, political, economic, and legal foundations of the American public education system. Nature of school environments, design, and organization of school curricula and characteristics of effective schools and instruction in grades P-12 will be explored. Educational structures, practices, and projections for the future will be studied.

## EDU 220 Technology for Teachers ... 3

Prerequisites: EDU 211 or department permission

Focus on integration of instructional technology into the P-12 classrooms. Variety of software programs, presentation technology and telecommunication tools. Concentration on social, ethical, legal and human issues surrounding the use of technology. Course fulfills A.A. general education requirement for computer literacy.

## EDU 225 Literature for Children ... 3

Prerequisites: EDU-211 or Department permission

Study of children's literature from preschool to eighth grade, with best forms of literature for children and to develop standards of judgment in selection of reading materials for children. Recommended for elementary education majors.

# EDU 240 Educational Psychology ... 3

Prerequisites: PSY 101, EDU 211 or department permission and ENG 101 or assess into ENG 102

Relation of psychological principles to teaching, learning, and assessment, and the educational practice in P-12 classrooms. Focusing on the learner and the learning process, teacher characteristics, and classroom processes that increase student motivation. Student diversity and appropriate instructional strategies for students with special needs will also be introduced.

# EDU 242 Art for Children ... 3

Prerequisites: ENG 101 or higher and EDU 211 or department permission

Experience in teaching techniques of various appropriate media of visual arts and uses in elementary and middle school curricula.

## EDU 244 Physical Education for Elementary Grades ... 3

For education majors. Understanding of child's total development with special emphasis on physical motor development. Overview of play, movement activities, teaching techniques, discipline, and working with individual differences.

#### EDU 246 Music for Children ... 3

Prerequisites: EDU-211 or Department Permission

For elementary education majors with no previous musical training. Introduction to methods to teach music through singing, playing the piano and other simple instruments, and rhythmic response to music. Emphasizes creative nature of music, with introduction to materials functional in classroom setting.

## EDU 250 Education of Exceptional Learners ... 3

Prerequisites: EDU 240, EDU 211 or department permission

Introduction to exceptional learners and their education in grades P-12. Knowledge, skills and dispositions that will enable students to work effectively with exceptional learners in general education or special education will be covered.

## EDU 252 Autism Spectrum Disorders ... 3

Prerequisites: EDU 211, EDU 250 or Department Permission

Focuses on a broad overview of autism spectrum disorders with particular emphasis on characteristics, definition, educational aspects and contemporary issues in the field of special education. It is designed to provide students with a firm grounding in the foundations of teaching persons with autism, methods to enhance classroom functioning and skill acquisition and expose them to recent developments in the field. Special emphasis will be given to selecting evidence-based practices and enhancing collaboration among individuals with ASD, their families and supporting professionals.

Corequisites: EDU 250

#### EDU 255 Social Communication and Sensory Integration ... 3

Prerequisites: EDU 211, EDU 250 or Department Permission

Provides students with an overview of the components of communication and issues and strategies to increase an individual's communication abilities, with emphasis on visual aspects of language. Sensory systems, sensory processing and sensory motor development and the implications of sensory processing when working with students with autism spectrum disorders. It will include emphasis on strategies for team building, planning, data-based decision making and evaluation.

#### EDU 280 Practicum for Paraprofessionals ... 2

Prerequisites: EDU 211, EDU 220, EDU 240, EDU 250, EDU 252, EDU 285

Culminating course for the A.A.S. for Paraprofessionals. Observation and participation in local P-12 classrooms. Investigation and discussion will relate to the profession. Students must be available to participate in local classrooms during the P-12 school day.

Corequisites: EDU 285

#### EDU 285 Teaching Profession with Field Experience ... 3

Prerequisites: ENG-101, and EDU-211, EDU-220, EDU-240 with a grade of "C" or better in the EDU courses.

This course has been designed to acquaint students with the day-to-day realities of classroom life and expose them to various professional and instructional issues in order to provide a realistic understanding of the teaching profession. The SCC student will perform a variety of activities such as: providing small group instruction, tutoring individuals, assisting students with assignments, providing whole class instruction, proctoring exams, and more while under the guidance of a Pre-K-12th grade classroom teacher.

Furthermore, the course instructor from SCC observe our students in action as he/she is fulfilling their practicum experience in community classrooms.

## EDU 290 Portfolio Assessment in Education ... 1

Prerequisites: EDU 211, EDU 220, and EDU 240 with grade "C" or better.

Compilation by pre-service teachers of portfolios of observations, descriptions, and reflections upon their studies in professional education as required by the Missouri Department of Elementary and Secondary Education mid-preparation benchmarks of the MoSTEP standards. Portfolios will be presented to the four-year school to which the student transfers, and copies will be retained by the Education program as assessment evidence for accrediting bodies.

Corequisites: EDU 285

# Electronics

# ETC 101 Fundamentals of Electronics ... 3

Introductory course in electricity and electronics. Topics include a study of resistors, Ohm?s law, series and parallel circuits, voltage and current dividers, DC meters, Kirchoff?s laws, conductors and insulators, and capacitors. Emphasis is on direct current circuitry and troubleshooting. Course includes lecture material and laboratory practice. A basic understanding of algebra is necessary.

# Engineering

#### EGR 100 Introduction to Engineering ... 1

Introduction to the profession of engineering within the scope of overall technical occupations. Course includes resources for major exploration (incorporating regional professional societies, guest seminars, and university transfer information). Emphasis is placed on emerging trends in field practice (globalization, computerization, nanotechnology, renewable energy, bio engineering, and contract engineering). Content focuses on distinguishing aspects of practice (advanced math/science application, planning, analysis, communication) critical to the profession.

## EGR 104 Engineering Design ... 3

#### Prerequisites: MAT 121

Introduction to technical project management involving team activities with project planning, physical design with CAD, data analysis, and communication. Planning topics covered include project scoping, scheduling, budgeting, decision analysis, and risk reduction. Data analysis includes basic charting/ statistics, data interpretation, and measurement science. Communication learning involves novel methods for effectiveness both with technical and non-technical audiences. A team project is involved necessitating significant team member interaction outside of class. AutoCAD, Excel, Word, and PowerPoint are learned and utilized.

#### EGR 170 Engineering Mechanics I-Statics ... 3

#### Prerequisites: MAT-230, PHY-240

Application of principles of mechanics to engineering problems of equilibrium. Includes resultants, equilibrium, friction, trusses, center of gravity and moment of inertia.

Corequisites: MAT-240

## EGR 210 Engineering Mechanics II-Dynamics ... 3

Prerequisites: EGR 170

Application of principles of mechanics to engineering problems of motion and acceleration. Topics include plane motion; force, mass and acceleration; work and energy; and impulse and momentum.

## EGR 220 Electrical Circuits ... 3

#### Prerequisites: MAT 230

Application of advanced mathematics (calculus and differential equations) to the understanding of circuits and circuit elements. Topics include network components and properties, node voltages and mesh currents, signal models, first order circuits, and second order circuits. The final exam will be administered via the Missouri University of Science and Technology.

# EGR 221 Electrical Circuits I Laboratory ... 1

Prerequisites: MAT 230

Laboratory to accompany Electrical Circuits I.

Corequisites: EGR 220

# EGR 296 Engineering Internship ... 3

Prerequisites: EGR 100, ASMNT-INS

Participatory position placement in a local engineering firm. May require specialized training. Requires reflective paper on the experience. 12 credits in A.S. Pre-Engineering Program is required.

# English

# ENG 095 Developmental Writing I ... 3

Prerequisites: Writing Placement Score 1-2/Place in RDG 092 or higher.

Remediates basic writing weaknesses such as basic grammar and sentence structure. Focus on construction of developed paragraphs. Course is ungraded and may be repeated.

## ENG 096 Developmental Writing II ... 3

Prerequisites: Placement or ENG 095 with pass grade

Pre-college-level writing class focusing on basic writing skills. Includes review of sentence structure, grammar, punctuation, and paragraph structure. May require assignments in ACE Center. Course does not count toward most degrees. Some sections offered as ESL friendly, i.e. taught by instructor trained to work with students for whom English is not primary language. Course grade on pass (P), repeat (R), or fail (F) basis.

## ENG 101 English Composition I ... 3

**Prerequisites:** Meet 1 of the following: 1.) Assess into ENG-101; 2.) Pass ENG-096; 3.) Grade of B or better in ESL-108 and a grade of C or better in ESL-106 (or assess out of ESL-106); 4.) Grade of C or better in ESL-109 and a grade of C or better in ESL-106 (or assess out of ESL-106).

College-level writing course required for all other college-level writing classes. Emphasizes essay structure, ways of organizing information, and use of sources. Basic research skills and critical thinking skills as integral part of course.

# ENG 102 English Composition II ... 3

Prerequisites: C grade in ENG 101 or EACT27

Advanced college-level writing course emphasizing analysis and in-depth research. Critical reading and thinking skills as well as library skills are integral part of course.

# ENG 115 Technical Writing ... 3

Prerequisites: ENG 101

Required course for some technical programs. Writing skills applied to technical reports and summaries. Emphasizes special language, information, and audience demands of technical subjects and audiences. Students must receive a minimum grade of ?C? in ENG 101 to register for course.

## ENG 125 Business Writing ... 3

Prerequisites: C or better in ENG 101

Required course for some business majors. Writing skills applied to various types of business communications including business correspondence. Emphasis on demands of special audiences and types of communications.

# ENG 200 Book Writing Workshop ... 3

Student should have excellent writing skills and be proficient in the English language. Skills and methods required to professionally write a fiction or nonfiction book. Students will complete the framework and a minimum of three chapters for possible submission to a publisher.

## ENG 201 Introduction to Creative Writing ... 3

Exploration of various forms and processes of creative writing.

ENG 202 Creative Writing II ... 3

Prerequisites: ENG 201

A continuation of Creative Writing I with a focus on publication of works through both a review of submission procedures for periodical publications and publishers and production of a literary magazine. Writing for this class will be interpretive in nature.

## ENG 203 Self-Publishing Workshop ... 3

From manuscript preparation to media marketing, presentation of how to publish books for bookstore shelves or for family history. Guest speakers enhance course with expertise in industry. Instructor is published professional writer.

#### ENG 206 Fiction and Nonfiction Writing ... 3

Prerequisites: ENG 201 or permission of instructor

Advanced creative writing with emphasis on guided editing and revision of narrative forms including essay, fiction, and creative nonfiction.

#### ENG 207 Poetry Writing ... 3

Prerequisites: ENG 201 or permission of instructor

Advanced poetry writing with emphasis on open discussion of student work and individualized critique by instructor and peers.

#### ENG 208 Writing for Stage and Screen ... 3

Prerequisites: ENG 201 or Permission of Instructor

Advanced drama and screenplay writing with emphasis on open discussion of student work and individualized critique by instructor and peers. Additional emphasis on formatting and industry expectations.

#### ENG 249 Editing the Literary Publication ... 1

By serving as assistant readers for a literary journal, students will learn the industry practices and standards of literary publishing by reading and evaluating work submitted by writers and assisting in design and production. Note: Completion of ENG 201 recommended.

## ENG 299 Creative Writing Portfolio ... 1

Prerequisites: ENG 201 and Instructor Permission

As a culmination of creative writing studies, students will work one-on-one with the instructor to create a portfolio of polished manuscripts. Required materials will be determined by the instructor.

# English as a Second Language

#### ESL 100 SCC Success and Skills for Non-Native Speakers ... 3

Advanced instruction for non-native speaking students regarding key strategies and skills needed to be successful in an American college, including listening, speaking, note taking, test taking, time management and basic written communication. Student must take the Compass ESL test.

**Corequisites:** Placement in ESL 104(RDG 104), ESL 107(101) or equivalent skill level, ESL 199(unless a student has previously attended a semester at a U.S. college and has take an equivalent course or the student has been a resident for more than two years).

#### ESL 103 Pronunciation, Communication, and Listening for Non-Native Speakers ... 4

Instruction in pronunciation for non-native speakers. By learning the American style of intonation, rhythm/speech production and syllable stress, students will be better understood and more articulate and expressive. Small group and individual communication activities will focus on speaking and listening. Open to non-native speakers of an intermediate level or above. Student must take the Compass ESL test.

Corequisites: ESL 100, ESL 104, Suggested co-requisite: ESL 107 (101) or equivalent skill level (not required).

#### ESL 104 (previously RDG 104) College Reading for Non-Native Speakers ... 4

Directed practice in college reading skills emphasizing vocabulary, comprehension, critical thinking, reading efficiency and reading across the curriculum for non-native speaking students. Student must take the Compass ESL test. Student may not receive credit for both RDG 104 and ESL 104.

Corequisites: ESL 100, ESL 103, and suggested corequisite of ESL 107.

#### ESL 105 Advanced Conversation and Speaking Skills for Non-Native Speakers ... 3

Prerequisites: ESL 103/SPE 100 or equivalent skill level, ESL 104 with a minimum grade of C

This course will include both verbal and nonverbal communication, both small group and public speaking, with three or four graded oral presentations. This course is designed to build speaking and listening skills for non-native speakers who have had some fluency instruction in speaking English, but need guided practice in refining conversation, making presentations and listening in a variety of situations. Other topics to be discussed include self-concept, others' perceptions, and the importance of being able to communicate in a variety of situations. Because this class is aimed at international students and non-native speakers, it will definitely include readings, communication, films and conversation about international and multicultural issues. Student must take the Compass ESL test.

Corequisites: ESL 106, and a suggested Corequisite ESL 108

## ESL 106 (previously RDG 106) Advanced College Reading for Non-Native Speakers ... 3

Prerequisites: Complete ESL 103, ESL 104 (RDG 104) with a grade of C or better and ESL 100

Directed practice in advanced college reading skills emphasizing discipline specific vocabulary, advanced comprehension, higher level critical thinking skills, improved reading efficiency and reading across the curriculum for second-language students. Student must take the Compass ESL test. Student may not receive credit for both RDG 106 and ESL 106.

Corequisites: ESL 100, ESL 105 and the suggested corequisites of ESL 108

#### ESL 107 (previously ESL 101) Intensive Grammar Review for Non-Native Speakers ... 4

College-level review of grammar and vocabulary for ESL students, emphasizing target grammar concepts, sentences and paragraph structure, vocabulary, idioms and reading skills. Student must take Compass ESL test.

Corequisites: ESL 100, ESL 103 and suggested corequisite of ESL 104

#### ESL 108 (previously ESL 102) Intermediate Composition for Non-Native Speakers ... 3

Prerequisites: ESL-107 (ESL-101), minimum grade of C, ESL-104 (RDG-104) or equivalent, ESL-100

Advanced instruction for non-native-speaking students in developing college level writing skills in English. Students will work on essential composition skills, including sentence, paragraph, and essay skills, as well as advanced grammar skills. Students will also be required to read, discuss and analyze short essays and selections as the foundation of discussion and writing.

Corequisites: ESL 100, ESL 105, and the suggested corequisite of ESL 106

## ESL 109 Research Writing for Non-Native Speakers ... 3

Prerequisites: ESL 105, 106, 108 (ESL 105 can be waived with Program Coordinator approval)

Students will build skills in composition with a focus in skills necessary for writing research papers: familiarity with using the library, online databases, integrating research into essays, MLA form, while advancing reading skills, grammar, and sentence structure. Reading and writing assignments will be enhanced with classroom discussion, peer editing, and conferencing.

#### ESL 120 Success in Health Care Careers for Non-Native Speakers ... 3

Prerequisites: ESL 105 or equivalent skill level (permission of coordinator/instructor) and ESL(RDG)106

For non-native speakers entering health care programs in American colleges. Includes communicating in health care facilities, reading health care textbooks, medical records, and professional literature, learning in labs and clinicals, medical terminology and culture in American health care.

Corequisites: ESL 108(102)

## ESL 199 Study of U.S. Culture and Community ... 1

Prerequisites: Students must take the ESL assessments prior to entry unless this course is the only course they will be taking.

This course will increase students' awareness of cultural, socio-economic and life style differences between the United States and other countries, as well as provide ample opportunity for non-native speakers to practice speaking, listening, reading and writing. Students will also learn more about the various regions and cultural-ethnic groups in this country. Students will learn new vocabulary and idioms, make an oral presentation, and write a short paper by the finish of the class.

Corequisites: ESL 100 ( co-requisite may be waived in some cases)

#### ESL 299 ESL Conversation and Current Events ... 1

Prerequisites: ESL 100, 103, 104, 107 or equivalent skill level

Conversation development based on current events, cultural issues and academic concerns. Vocabulary, spoken grammar skills and listening comprehension, will be emphasized.

# French

# FRN 101 French Language and Culture I ... 4

Beginning French course that presents basic language skills of speaking, listening comprehension, reading and writing, with emphasis on effective linguistic functioning in real situations. Includes culture unit on Paris. Opportunity provided for audio-lingual practice outside of class.

# FRN 102 French Language and Culture II ... 4

Prerequisites: FRN 101 or 1 to 1 1/2 years minimum high school language study

Continuation of French 101, including culture unit on France.

# FRN 190 Topics in French Language and Culture ... 1-3

Prerequisites: Dependent on topic.

Exploration of special topics and/or activities in 100 level French language and culture. Prerequisite and corequisite dependent on topic.

Corequisites: Dependent on topic.

## FRN 195 French Language and Civilization ... 1-9 hrs

Involves travel and/or study in Francophone or French culture area. May have prerequisites and may be repeated for credit. Will not satisfy General Education requirements.

## FRN 201 French Language and Culture III ... 4

**Prerequisites:** FRN 102 or 1 1/2 to 2 years minimum high school language study. A grade of C or better in the prerequisite course is recommended

Follow up to French 102. Provides expanded opportunities for listening to, speaking, reading, and writing French. Continues exploration of culture, with emphasis on Francophone world. Emphasis remains on linguistic functioning in real situations.

## FRN 202 French Conversation and Composition ... 4

**Prerequisites:** FRN 201 or 2 years minimum high school language study. A grade of C or better in the prerequisite course is recommended.

Intensive one-semester course focusing on conversational skills, grammar review, and composition. Exploration of role of French in North America.

#### FRN 210 Introduction to French Cinema ... 3

Study of the history and artistic elements of French cinema through critical examination of directors, themes, and techniques. Lectures in English with films in French with English subtitles. French students must complete selected assignments in French. Credit for both FRN 210 and GLC 210 not allowed.

#### FRN 215 Reading in French ... 3

**Prerequisites:** FRN 201 or two years minimum high school language study. A grade of C or better in the prerequisite course is recommended.

Reading and discussion of various short selections and at least one complete work in the original French. Reading strategies specific to French language, including vocabulary building, reading for comprehension, and use of literary tenses.

## FRN 220 French Culture and Civilization ... 3

**Prerequisites:** One of the following must be completed: FRN 201, FRN 202, FRN 215, or three to four years high school language study. A grade of C or better in the prerequisite course is recommended

Survey of history of French civilization and influence throughout world, with emphasis on culture of present-day France and Quebec. Exercises and activities to practice and improve French language skills. (Taught in French.)

#### FRN 290 Topics in Intermediate French Language and Culture ... 1-6 hrs

Exploration of special topics in 200 level French language and culture. Prerequisite and corequisite dependant on topic.

# GEO 100 Principles of Geography ... 3

Covers the major areas of geographic study, both physical and cultural, and how each is distributed globally. Promotes understanding of a multicultural world and the differing values held by people throughout that world.

# GEO 101 Geography: The Eastern World ... 3

Survey of Asia, Africa, the Middle East, Australia, and Pacific World. Emphasis on topographical, physical, human and cultural factors. **GEO 102 Geography: The Western World ... 3** 

Survey of the continents of Europe, North America, and South America. Emphasis on topographical, physical, human and cultural factors.

#### GEO 110 Geography for Educators ... 3

Prerequisites: Must be a declared Education major or completed EDU 210

Review of National Geography Standards, the DESE Common Core Standards for geographic studies, and the general education assessment review topics for the geographic area of social sciences, broken into three grade levels (fourth, eighth and 12th). Review which geographic concepts should be taught at which age and with what level of complexity. Major geographic areas will be included: maps and mapping techniques; cultural differences; political boundaries; global economic variations; urban design and purpose; population distribution; climate; environmental issues including the relationships between humans and the earth; natural resource distribution; topography; geomorphology; research and presentation methods.

**Corequisites:** or enrolled in EDU 210

## GEO 115 Geography of North America ... 3

Survey of physical, topographical, economic, and cultural factors of United States and Canada.

## GEO 120 Introduction to GIS (Geographic Information Systems) ... 3

Introduction to the concepts and experiences in Geographic Information Systems (GIS). Examines how to manipulate and analyze spatial data with exploration of practical uses of GIS. Includes using GIS technology and software through hands-on exercises and projects to solve real-world problems. Focus on developing skills in the use of visual maps and written communication in GIS.

# GEO 220 GIS Internship ... 1-3 hrs

Prerequisites: GEO 120 and permission of instructor.

Application of geographic technique and information learned in GIS class through work force experience. **GEO 221 GIS Internship II ... 1-3 hrs** 

Prerequisites: GEO 220 and permission of instructor.

Application of advanced geographic techniques and information learned in GIS class through workforce experience.

## GEO 222 GIS Internship III ... 1-3 hrs

Prerequisites: GEO 221 and permission of instructor.

Application of advanced geographic techniques and information learned in GIS class through workforce experience.

## GEO 225 Advanced GIS ... 3

Prerequisites: GEO 120 or permission of instructor.

Exploration of increasingly complex geographic concepts using computer and analytical methods to solve spatial problems. Sophisticated GIS technology used to find and explain spatial patterns. ESRI products and GPS technology used to create data and maps.

#### GEO 299 Topics in Geography ... 3

Prerequisites: Instructor's permission.

Exploration of topic selected by department. Introduction to research techniques and seminar approach as integral part of scholarship.

# German

## GRM 101 German Language and Culture I ... 4

Beginning German course that presents basic language skills of speaking, listening comprehension, reading and writing, with emphasis on effective linguistic functioning in real situations. Opportunity provided for audio-lingual practice outside of class.

## GRM 102 German Language and Culture II ... 4

**Prerequisites:** GRM 101 or 1 to 1 1/2 years minimum high school language study. A grade of C or better in the prerequisite course is recommended.

Continuation of German 101.

## GRM 190 Topics in German Language and Culture ... 1-3 hrs

Prerequisites: Dependant on topic.

Exploration of special topics and/or activities in German language and culture.

## GRM 195 German Language and Civilization Experience ... 1-9 hrs

Involves travel and/or study in German speaking or German culture area. May have prerequisites and may be repeated for credit. Will not satisfy general education requirements.

#### GRM 201 German Language and Culture III ... 4

**Prerequisites:** GRM 102 or 1 1/2 to 2 years minimum high school language study. A grade of C or better in the prerequisite course is recommended.

Intensive course with emphasis on conversational proficiency. Grammar review and expansion. Variety of literary and cultural readings used for vocabulary building and as basis for classroom discussion. Opportunity provided for audio-lingual practice outside of class.

#### GRM 202 German Conversation and Composition ... 4

**Prerequisites:** GRM 201 or two years minimum high school language study. A grade of C or better in the prerequisite course is recommended.

Continuation and completion of materials presented in German 201.

#### GRM 215 Reading in German ... 3

**Prerequisites:** GRM 201 or two years minimum high school language study. A grade of C or better in the prerequisite course is recommended.

Reading and discussion of short selections and at least one complete work in the original German. Exploration of reading strategies specific to German language, including vocabulary building, reading for comprehension, and the use of literary tenses. Summer. **GRM 290 Topics in Intermediate German Language and Culture ... 1-3 hrs** 

Prerequisites: Dependant on topic.

Exploration of special topics in 200 level German language and culture. Prerequisite and corequisite dependant on topic. **Corequisites:** Dependant on topic.

# **Global Culture**

#### GLC 105 Family History Research Practicum ... 1

Research trip to major genealogical collection. Introduction to library research for the family historian, including research organization, trip planning, conducting actual on-site research, and post-trip follow-up and analysis. Emphasis on historical research method, patterns of social and cultural identity, and migration.

#### GLC 133 Cultures of Central America and the Caribbean ... 1-3 hrs

Explores cultures of Central America and the Caribbean Basin in the context of a study tour (or study abroad) in one or more locations in that region of the world. Investigates cultural characteristics and values and compares and contrasts the nature of diverse cultures. Explores biases and cultural influences that affect a person?s perception of these cultures.

## GLC 135 Cultures of the Amazon and Andes ... 1-3 hrs

Explores the cultures of the upper Amazon and the Andes in the context of study tour to Peru. Investigates questions related to cultural characteristics and values with comparison and contrast of the nature of diverse cultures. Provides opportunities to understand biases and cultural influences that affect perceptions of Amazonian and Andean cultures. Specific course objectives, strategies, and evaluation procedures outlined in a learning agreement with the instructor. Summer.

## GLC 140 Celtic History and Contemporary Culture ... 1-3 hrs

Field course with focus on Celtic political and cultural history from prehistoric to modern times. Experiential approach that combines study tours of various Celtic sites with readings, films, writing assignments, and/or other activities. Specific course objectives, strategies, and evaluation procedures defined in individual learning agreement with the instructor.

#### GLC 145 The Theater in London ... 1

Immersion trip into the theater in London, England, through play performances, museum visits, backstage tours, and lectures and discussions led by experts in theatrical arts and crafts to introduce the best English-speaking theater in the world.

# GLC 155 Central European History and Cultures ... 1-3 hrs

Field course with focus on European political and cultural history. Exploration of history and cultures in context of study tour to Central Europe . Among cultural issues deals with question of what is ?Europe.? Specific course objectives, strategies, and evaluation procedures outlined in a learning agreement with the instructor.

## GLC 170 African Culture ... 1-3 hrs

Field course with a focus on contemporary culture in a specific region of the African continent. Experiential approach that combines study tours of various African sites with readings, films, writing assignments, and other activities. Specific course objectives, strategies, and evaluation procedures outlined in learning agreement with the instructor.

#### GLC 180 Australian Culture ... 1-3 hrs

Field course with a focus on contemporary culture in a specific region of the Australian continents. Experiential approach combining study tours of various Australian sites with readings, films, writing assignments, and other activities. Specific course objectives, strategies, and evaluation procedures defined in individual learning agreement with the instructor.

## GLC 210 Introduction to French Cinema ... 3

Study of the history and artistic elements of French cinema through critical examination of directors, themes, and techniques. Lectures in English with films in French with English subtitles. French students must complete selected assignments in French. Credit for both GLC 210 and FRN 210 not allowed.

# GLC 215 Intercultural Communication ... 3

Explores issues related to intercultural communication process. Considers important role of context (social, cultural, and historical) in intercultural interactions. Topics include stereotyping, prejudice, ethnocentrism, social class and religious identities, folk culture, power, and intercultural conflict.

# GLC 290 Special Topics in Global Culture ... 3

Prerequisites: Permission of instructor

Exploration of a humanities-based global topic selected by department. Global events, current or historical information, and geographical knowledge will be included.

# **Global Studies**

## GLS 101 Introduction to Global Studies ... 3

Introductory course to develop global awareness and exposure to different cultures. Provides interdisciplinary approach to international and intercultural issues.

## GLS 290 Special Topics in Global Studies ... 3

Prerequisites: Permission of instructor.

Exploration of a non-humanities-based global topic selected by department. Global events, current or historical information, and geographical knowledge will be included.

# Health Information Management

## HIM 110 (previously HIT 110) Medical Terminology ... 3

Introduction to medical terminology focusing on building anatomical and pathophysiologic terms through identification and interpretation of Latin and Greek roots, prefixes, and suffixes. Pronunciation, spelling, and transcribing basic terms relating to body systems, medical specialties, and common diseases.

## HIM 115 (previously HIT 115) Pharmacology and Diagnostic Procedures ... 3

Prerequisites: HIM(HIT) 110

The language of medical specialties, diagnostic modalities, and body systems. Emphasis on word analysis, pronunciation, spelling and commonly prescribed drugs.

## HIM 120 (previously HIT 120) Health Care Data ... 3

Prerequisites: Acceptance into HIM (HIT) Program.

Introduction to health information management including health care delivery systems; health information management profession; health care data, collection, quality, access and retention.

Corequisites: HIM (HIT) 110, HIM (HIT) 121.

# HIM 121 (previously HIT 121) Health Care Data Laboratory ... 0

Prerequisites: HIM (HIT) 120.

Special projects, guest speakers, and field trips to reinforce principles taught in Health Care Data lecture.

#### HIM 125 (previously HIT 125) Health Care Technologies ... 3

Prerequisites: HIM(HIT) 120, HIM(HIT) 121, ENG 101, BAS/CPT 103.

Continuation of HIM (HIT) 120 with emphasis on indexes and registries, computer-based patient record, and health information systems.

Corequisites: HIM(HIT) 115, HIM(HIT) 126, HIM(HIT) 128, HIM(HIT) 150.

#### HIM 126 (previously HIT 126) Heath Care Technology Laboratory ... 0

Prerequisites: HIM(HIT) 120,HIM (HIT) 121, ENG 101, BAS/CPT 103.

Special projects, guest speakers, and field trips to reinforce principles taught in Health Care Technologies lecture.

Corequisites: HIM(HIT) 125, HIM(HIT) 128

#### HIM 128 (previously HIT 128) Electronic Health Records ... 1

In-depth study of Electronic Health Record system development life cycle.

Corequisites: HIM(HIT) 115, HUM (HIT) 125, HIM (HIT) 126, HIM(HIT) 150

#### HIM 129 Data Presentation ... 1

This course is a continuation of Healthcare Data Analysis, focusing on data presentation.

#### HIM 140 Anatomy & Physiology for HIM ... 5

Prerequisites: High School Biology or BIO 095

Foundation for the normal structure and function of human anatomy systems, focusing on the relationships between systems for students in Health Information Management and allied health programs. Fundamentals include anatomical and physiological terminology and homeostatic mechanisms. Note: This course does not meet the requirements for biology or nursing majors.

#### HIM 150 (previously HIT 150) Directed Practicum ... 1

Prerequisites: HIM(HIT) 120, HIM(HIT) 121.

Introduction to medical records department in variety of hospitals and alternative settings.

Corequisites: HIM(HIT) 125, HIM(HIT) 126.

#### HIM 220 (previously HIT 220) Nosology ... 3

Prerequisites: HIM(HIT) 110, HIM(HIT) 115, BIO 240, BIO 241, BIO 243, BIO 244.

Study of classification systems with major emphasis on inpatient coding using ICD-10-CM and reimbursement methodologies, specifically DRGs.

Corequisites: HIM(HIT) 221, BIO 265

#### HIM 221 (previously HIT 221) Nosology Laboratory ... 0

Prerequisites: HIM(HIT) 110, HIM(HIT) 115, BIO 240, BIO 241, BIO 243, BIO 244

Special projects to reinforce principles taught in Nosology lecture.

Corequisites: BIO 265.

#### HIM 230 Healthcare Data Analysis ... 3

Techniques to extract, analyze, and interpret healthcare data from the electronic health record and public data sources using database querying and data mining techniques. Methods covered will include Access relational databases, Excel spreadsheets, pivot tables, and SQL queries.

# HIM 238 (previously HIT 238) Healthcare Legal & Ethical Issues ... 3

Prerequisites: HIM(HIT) 120, HIM(HIT) 121, HIM(HIT) 125, HIM(HIT) 126, HIM (HIT) 128

Study legal and ethical issues in the health care field focusing on procedures involved in court disclosure of medical records, laws pertaining to release of information from medical records, and medical record requirements for accrediting, approving, licensing and certifying agencies. Learn laws and regulations governing preparation and use of medical records, ethical practice standards, fraud and abuse, and other medical/legal issues.

# HIM 241 (previously HIT 241) Health Care Statistics & Financial Management ... 2

Prerequisites: HIM(HIT) 120, HIM(HIT) 121, HIM(HIT) 125, HIM(HIT) 126, must assess into MAT 121 or have earned a C or higher in MAT 098

In-depth study of hospital statistics, sources, definitions, collection, and reporting of data. Overview of financial management and budgeting processes.

Corequisites: HIM(HIT) 243

## HIM 243 (previously HIT 243) Quality Management and Performance Improvement ... 3

Prerequisites: HIM(HIT) 220, HIM(HIT) 221, HIM(HIT) 238

A basic overview of quality performance improvement processes, function, applications, and utilization review.

Corequisites: HIM(HIT) 241

## HIM 250 (previously HIT 250) Applied Practicum ... 3

Prerequisites: HIM(HIT) 150

Advanced student practice emphasizing targeted skill sets and building skills applied in a specific health care setting. Program capstone experiences included.

## HIM 260 (previously HIT 260) Health Information Management Seminar ... 2

Prerequisites: HIM(HIT) 120, HIM(HIT) 121, HIM(HIT) 125, HIM(HIT) 126

Principles of supervisory management applied to a Health Information Management environment, including: team work and leadership, staffing, training, performance and productivity monitoring, work process design, policies and procedures, and budgeting.

## HIM 270 (previously HIT 270) CPT Coding ... 2 (will change to 3 credits fall 2016)

Prerequisites: HIM(HIT) 220, HIM(HIT) 221

Outpatient coding guidelines and reimbursement with major emphasis on CPT coding.

Corequisites: HIM(HIT) 271

# HIM 271 (previously HIT 271) CPT Coding Laboratory ... 0

Prerequisites: HIM(HIT) 220, HIM(HIT) 221

Application of outpatient coding guidelines and reimbursement with major emphasis on CPT coding, to reinforce principles taught in lecture component, HIM(HIT) 270.

Corequisites: HIM(HIT) 270

# HIM 280 (previously HIT 280) Healthcare Billing and Reimbursement Issues ... 2

Prerequisites: HIM(HIT) 220, HIM(HIT) 221

Healthcare billing and reimbursement issues will be covered. Included: payor categories, APCs and other prospective payment systems, the revenue cycle, chargemaster, RBRVS, regulatory guidelines, billing processes, etc.

Corequisites: HIM(HIT) 270, HIM(HIT) 271

# HIM 290 Advanced Coding ... 3

Prerequisites: HIM(HIT) 220, HIM(HIT) 221

This course is a continuation of HIM(HIT) 220/221, focusing on assigning diagnosis and procedural codes from actual patient scenarios and determining the validity of CAC assigned codes.

Corequisites: HIM(HIT) 291, HIM(HIT) 270, HIM(HIT) 271

## HIM 291 Advanced Coding Laboratory ... 0

Prerequisites: HIM(HIT) 220, HIM(HIT) 221

Application of coding guidelines with major emphasis on actual case scenarios, to reinforce principles and cases from HIM 290.

Corequisites: HIM 290, HIM(HIT) 270, HIM(HIT) 271

# Health Information Technology

## History

## HIS 101 U.S. History to 1877 ... 3

Survey of historical, cultural, political, economic, and institutional forces and events that shaped United States history through period of Reconstruction. HIS 101 complies with provisions of Section 170.011 RsMo.

## HIS 102 U.S. History Since 1877 ... 3

Survey of the historical, cultural, political, economic, and institutional forces and events that shaped United States history from 1877 to present. HIS 102 complies with provisions of Section 170.011 RsMo.

### HIS 105 Family History Research Practicum ... 1

Research trip to major genealogical collection. Introduction to library research for the family historian, including research organization, trip planning, conducting actual on-site research, and post-trip follow-up and analysis. Emphasis on historical research method, patterns of social and cultural identity, and migration.

#### HIS 115 U.S. History Since 1945 ... 3

Survey of United States from end of WWII to present. Special attention placed on historical, political, social, and cultural forces that have influenced the nation. Covers constitutional and judicial changes since 1945. HIS 115 complies with provisions of Section 170.011 RsMo.

## HIS 145 Western Civilization: Ancient and Medieval Heritage ... 3

Introduction to ancient civilizations of Eastern Mediterranean, classical civilizations of Greece, Rome, and Western European society up to the Renaissance.

#### HIS 146 Western Civilizations, Modern European Heritage ... 3

Beginning with Renaissance, survey of history of Western civilization through post-WWII period. **HIS 160 Native American History ... 3** 

Introduction and survey of Native American History from prehistoric to the present. Attention placed on tribal histories and their social and political relationships with various European powers and the United States.

#### HIS 202 Southwestern Asia: The Islamic World & India ... 3

Survey of social, cultural and political history of the Middle East and India.

#### HIS 203 Eastern Asia: China and the Pacific Rim ... 3

Survey of social, cultural and political history of East Asia and South Asia.

## HIS 230 Film as History ... 3

Selected historical topics discussed against how film has presented them for general audiences. View at least six feature films representing historical issues and through required readings, presentations, and discussions, evaluate and critique the fact or fiction. **HIS 240 Europe Since 1914 ... 3** 

Beginning with events leading up to WWI, survey of political, economic, and social history of Europe. Special attention given to Russian Revolution, Soviet State, Nazi Germany and collapse of the Soviet Empire in the 1990s.

### HIS 270 History of Missouri ... 3

Emphasis on events in Missouri as a way to understand the development of America. Covers national trends and problems such as immigration, westward expansion, industrialization, and racial issues from the perspective of impact on Missouri. Examination of prominent Missourians is included. This course complies with provisions of Section 170.011 RsMo.

## HIS 280 Modern British History ... 3

Introduction to political/social life in modern Britain: social stratification, the historic evolution of the political infrastructure, and dealing with published materials on the historical context of British social and political issues.

## HIS 296 History Internship ... 3

Prerequisites: Approval from the history department chair. In addition, one of the following must be completed: HIS 101, HIS 102.

Students placed in participatory position in a government agency, museum/archives, or community organization. Requires research paper relating to some aspect of the internship.

### HIS 299 Topics in History ... 3

Prerequisites: Instructor's permission.

Exploration of topic selected by the department. Introduction to historical research techniques and seminar approach as integral part of scholarship.

## Honors

### HON 100 Inquiries in Composition and History ... 3

Prerequisites: Admission to the Honors Program.

Interdisciplinary Honors course dealing with topics in English and History. Students will explore connections between the disciplines of English and History, while meeting the requirements and objectives of an English 102 or History 102. Topics will vary.

## HON 101 Inquiries in English and History ... 3

Prerequisites: Admission to the Honors Program

Interdisciplinary Honors course dealing with topics in English and History. Students will explore connections between the disciplines of English and History. Topics will vary.

## Human Services

#### HMS 100 Introduction to Human Services ... 3

Survey introduction to human and community needs and to concepts of helping profession. Examination of community resources, relationship of agencies and bureaucracies to total community, and worker's role and responsibility in helping profession. **HMS 101 Human Services: Theories and Skills ... 3** 

Overview of methodology used in helping profession. Includes analysis of helping relationships, study of interpersonal skills and practice techniques. Emphasizes process-oriented approach to solving individual, family, and community problems.

## HMS 102 Human Services: Policy and Politics ... 3

Analysis of political process involved in formulation of social welfare policies from a historical point of view. Federal, state, and local programs examined in terms of skills and knowledge to effect program planning and delivery.

## HMS 103 Addictive Disease Concepts ... 3

Explores addiction from historical and theoretical background to current concepts. Variety of addictive behaviors examined with special focus on psychoactive drug dependency.

#### HMS 104 Treatment: Alcohol and Drug Abuse ... 3

Emphasizes concept of treatment of alcohol and drug abuse as a continuum of processes from intervention through rehabilitation. Incorporation of integral parts of continuum and ways in which it addresses needs of people suffering from alcohol and drug abuse. HMS 105 Financing Human Services ... 3

Study of finance, organization, and administration for potential human service executives. Emphasis on budget planning, budget control, techniques of fund raising through independent campaigns, community chests and united funds, sustaining memberships, capital campaigns, trust funds, publicity, and promotional techniques.

## HMS 106 Introduction to Youth Services Management ... 3

Addresses needs and issues of potentially and presently employed residential treatment workers, including philosophy of residential services, observation and recording skills, problem-solving, group skills, and team approach.

## HMS 111 Group Practice in Human Services ... 3

Focus on basic issues of group work in human services settings. Covers theory behind group work practice, a study of various types of groups, ethical issues, group leadership, and process of forming and working with groups.

#### HMS 112 Interviewing in the Helping Relationship ... 3

Provides integrated approach to basic helping skills, utilizing theories, practice, and case application. Introduction to interviewing skills for use in both professional and paraprofessional settings.

#### HMS 201 Human Services Practicum I ... 3

Prerequisites: HMS 100, HMS 101

Field work experience in social, educational, law enforcement (corrections), or other community service organization. Supervision by practicum site professional and college faculty member. Ten or more hours of work experience each week.

Corequisites: Concurrent enrollment in HMS 203 required.

#### HMS 202 Human Services Practicum II ... 3

Prerequisites: HMS 201, HMS 203

Continuation of HMS 201. Depending on student objectives, Human Services Practicum II may be in the same organization or different one. Ten or more hours of work experience each week.

Corequisites: Concurrent enrollment in HMS 204 required.

#### HMS 203 Human Services Practicum Seminar I ... 3

Prerequisites: HMS 100, HMS 101

Discussion and analysis in small groups of the human services practicum experience. Special learning objectives related to kind of work student will do in organization after completion of program.

**Corequisites:** Concurrent enrollment in HMS 201 required.

#### HMS 204 Human Services Practicum Seminar II ... 3

Prerequisites: HMS 201, HMS 203

Continuation of HMS 203 with different learning objectives. Related to work student will do after completion of programs.

Corequisites: Concurrent enrollment in HMS 202 is required.

#### HMS 205 Disability and Society ... 3

Overview of disabilities: cognitive, psychiatric and physical. History of disability, major legislation that impacts persons with disabilities, resources in the community and how disability impacts the person and society.

#### HMS 290 Special Topics in Human Services ... 3

Individual study or selected classes focused on specific Human Services topics which will vary each semester and by instructor. Students may suggest topics of interest.

#### HMS 298 Human Services Capstone ... 1

Culminating experience integrating Human Services Associate of Applied Science program course work. Required for Human Services AAS degree-seeking students in the final semester before graduation.

## Intensive English

## INE 101 Intensive English: Reading and Writing ... 3

Prerequisites: TOEFL score of over 50, or permission of Chair of ESL Department

Instruction for non-native-speaking students in developing emerging reading and writing skills in English. Students will work on essential writing skills at sentence level composition, and they will study vocabulary and idioms. Students will also be required to read, discuss

and analyze short selections. Culture sharing and acclimation to the environment in the United States will also make up some of the reading and writing assignments.

Corequisites: INE 102

## INE 102 Intensive English: Listening and Speaking for NNS ... 3

Prerequisites: TOEFL score of over 50, or permission of Chair of ESL Department

Instruction for non-native-speaking students to develop emerging English listening and speaking skills in both academic and life-skills based situations. Activities will build students' confidence in speaking English. Students will practice pronunciation and listen to English at word level, sentence level and in simple conversations. Vocabulary, terminology, idioms, slang, grammar and syntax will be taught implicitly and explicitly. Students will discuss, interpret and analyze short readings or videos. Both culture sharing and everyday conversational strategies and topics will be included.

Corequisites: INE 101

## Journalism

#### JRN 120 Introduction to Journalism ... 3

Survey of journalism, including history and study of various media. Emphasis is on journalistic principles, writing, editing and makeup, including work on official student publications.

#### JRN 240 Writing for the Print Media ... 3

Prerequisites: ENG 101, minimum grade of C.

Introductory course in developing skills in writing and reporting for print media. Special attention given to news releases, feature stories, and reporting techniques. Introduction to use of photography.

#### JRN 280 Journalism Practicum I ... 3

Prerequisites: JRN 120 or instructor's permission.

Practical application of news writing, editing, and makeup skills. Emphasizes production experience on official student publications.

#### JRN 281 Journalism Practicum II ... 1-3 hrs

Prerequisites: JRN 280

Continued work on SCC online student newspaper, SCCougar. Advanced work will include special projects or service as editor or director.

#### JRN 282 Journalism Practicum III ... 1-3 hrs

Prerequisites: JRN 281

Additional semester of work on SCC online student newspaper, SCCougar. Advanced work will include special projects or service as editor or director.

### Literature

#### LIT 200 World Mythology ... 3

Prerequisites: ENG 101

Survey of central myths of Greece, Middle East, Africa, India, Native America, and China. Emphasis on how myths have shaped various cultures.

#### LIT 201 Mythology in Western Culture ... 3

Prerequisites: ENG-101

This class focuses on the pervading influence of Western mythological traditions in literature and culture.

#### LIT 207 Introduction to the Bible as Literature-The Old Testament: Genesis through Malachi ... 3

Prerequisites: ENG 101

A review of Biblical significance and influence in secular literature. Biblical literacy is assumed by such authors as Chaucer, Keats, Shakespeare, Asimov, Kemp, and Atwood. Cultural touchstones of morality, humanity, and sexuality grounded in Biblical texts will be examined in literature.

### LIT 210 American Literature From 1620-1865 ... 3

Prerequisites: ENG 101

Study of development of U.S. literary tradition beginning with early colonists through Civil War. Reading and discussion of major authors of poetry, fiction, drama and historical documents.

### LIT 215 Introduction to Poetry ... 3

Prerequisites: ENG 101

A close study of poetry with special emphasis on the varieties of poetic form and the means of interpretation and evaluation. The works studied will be international in nature and from at least three different centuries.

#### LIT 216 Dramatic Literature ... 3

Prerequisites: ENG 101

Introductory course in dramatic literature stressing the influences of the past upon modern theater, the commonality and differences between theatrical and filmed drama, and the process on how the written script becomes a live or filmed production.

#### LIT 220 American Literature From 1865-present ... 3

Prerequisites: ENG 101

Survey of American literature beginning with the period after the Civil War to the present. Major American writers in poetry, fiction, and drama will be read and discussed in relation to the development of intellectual thought and literary theory. Includes writers who reflect diverse voices ? Native American, African American, Asian American, Latin American, etc. ? who make America unique.

#### LIT 221 The American Dream and the 20th Century ... 3

Prerequisites: ENG 101

A multi-discipline course focusing on the concept of the American Dream in history, literature and film. This course emphasizes the American Era from the end of WWI to the present.

#### LIT 230 Contemporary Fiction ... 3

Prerequisites: ENG 101

Introduction to American and international fiction written from 1960 to the present. Includes short and long fiction with major emphasis on the similarities and differences of the cultural narratives that reflect the global village.

## LIT 236 Science Fiction ... 3

Prerequisites: ENG 101

Focus on interplay between society and scientific theories, advances and fears of change. Beginning in the romantic period, examines societal reactions to challenges presented by scientific discovery and the resulting changes in world view. Course uses fiction and film.

#### LIT 237 Detective Fiction ... 3

Prerequisites: ENG 101

Among the most popular type of genre fiction, beginning with E.A. Poe. Reflecting values and fears of the society and provides entertainment and insight into cultures past and present. Classic writers of detective fiction, contemporary practitioners and film examples are used.

#### LIT 238 Horror Fiction ... 3

Prerequisites: ENG 101

Examination of classic and contemporary writing in order to explore the human fascination with the monstrous, the supernatural, and states of psychological consciousness. Includes the evolution of the horror genre and examine its place in the literary cannon.

## LIT 240 Contemporary Literature ... 3

Prerequisites: ENG 101

Survey of post-modern literature from 1946 to the present. Includes reading and discussion of poems, essays, short stories, plays, and novels representative of the global and multicultural nature of contemporary society.

#### LIT 241 Sociology Through Literature ... 3

Prerequisites: ENG 101, SOC 101

Application of sociological concepts to literature to analyze socio-historical events.

## LIT 242 Post Colonial Literature ... 3

#### Prerequisites: ENG 101

From Australia to Asia, from the Middle East to Africa, writers in the former colonies of the British empire found a unique voice to explore their lives and their countries. Focuses on the voices of post-colonial literature in the 20th century as they deal with issues of power, gender and politics.

## LIT 250 English Literature Before 1800 ... 3

Prerequisites: ENG 101

Overview of earliest works written in English. Traces development of various forms of literature from beginnings in early Anglo-Saxon poetry through Shakespeare?s plays and Romantic Poets.

## LIT 252 Introduction to Shakespeare ... 3

Prerequisites: ENG 101

Introductory course of Shakespeare's insights into human behavior, the conflict inherent within societies, and his use of language. **LIT 260 English Literature After 1800 ... 3** 

Prerequisites: ENG 101

Overview of English literature beginning with Romantics and continuing through Modern Age. Includes poetry, drama, fiction, and essays.

### LIT 262 Gothic Literature ... 3

Prerequisites: ENG 101

Focuses on a broad reading of novels, films, stories, and poems in the Gothic literary sensibility. Unlike horror fiction, which focuses on grisly detail, Gothic is primarily concerned with fear of the unknown and resulting paranoia.

## LIT 265 Fiction to Film ... 3

Prerequisites: ENG 101

Investigates fiction and film with emphasis on their uniqueness and relationship, their common narrative elements that convince reader and viewer of their correspondence to life, and of the process of translation from one narrative form to another.

### LIT 267 Film as Literature ... 3

#### Prerequisites: ENG 101

This course seeks to read film from a literary perspective; discussions and readings are rooted in literary concepts such as character, theme, narrative structure, genre, motif, symbol, literary theory and adaptation. Sections of the course may generally survey this topic or be focused on a particular topic such as a single director, genre, or discourse.

## LIT 271 Literature and Contemporary Cultures ... 3

Prerequisites: ENG 101

Introduction to prose, poetry, drama, and film from around the globe by authors from 1900 to Present.

## LIT 272 World Literature - Ancient World Through the Renaissance ... 3

Prerequisites: ENG 101

Survey course in the foundations of world literary traditions from pre-Classical and Classical World through Middle Ages and Renaissance.

## LIT 273 World Literature - Enlightenment to 20th Century ... 3

Prerequisites: ENG 101

Survey course in the foundations of world literary traditions from the European Enlightenment through the 20th century.

## LIT 274 Evolution of the Tragedy: Tragic Heroes and Heroines ... 3

Prerequisites: ENG 101

Overview of the evolution of dramatic tragedy from Greek to Modern theater.

## LIT 275 Holocaust Literature ... 3

Prerequisites: ENG 101

Study of novels, essays, poetry, and other art centered on genocide in the Second World War and the post-Holocaust world. Explores matters of Jewish particularity as well as global implications of the Holocaust.

#### LIT 280 Gender Issues in Literature ... 3

Prerequisites: ENG 101 with a grade of C or better.

Through the reading of fiction and non-fiction texts, this class introduces students to literary, cultural, political and historical issues that shape gender and identity.

### LIT 299 Topics in Literature ... 3

Prerequisites: ENG 101

Variety of special literature studies offered.

### Math

#### MAT 096 Pre-Algebra ... 4

Prerequisites: Placement in MAT 096.

Topics include percents, conversions, area and volume, signed numbers, algebraic expressions, linear equations, statistical graphs, mean, median, mode and their applications. Pass/fail course; does not count toward graduation.

### MAT 098 Beginning Algebra ... 4

Prerequisites: Grade of "P" (pass) in MAT 096 or placement in MAT 098.

Topics include linear equations and inequalities, quadratic equations, operations on polynomials, exponent properties, factoring, Pythagorean Theorem, operations on rational expressions, graphs of points and linear equations, systems of two equations in two variables, square roots and applications.

### MAT 105 Applied Math ... 3

Prerequisites: Grade of P (pass) in MAT 096 or ASMNT MAT 098.

For career students to develop quantitative reasoning skills. Includes basic logic, financial decision-making, probability, statistical reasoning, linear and exponential modeling, and right triangle applications. Relevance of mathematics discussed as it relates to other disciplines.

#### MAT 108 Understanding K-8 Mathematics ... 3

Prerequisites: Grade of P (pass) in MAT 096 or ASMNT MAT 098.

Basic concepts of the K-8 math curriculum. Concepts experienced through multiple representations ? numerically, algebraically, geometrically, and verbally.

#### MAT 121 Intermediate Algebra ... 4

Prerequisites: Grade of C or better in MAT 098, MAT 098C or placement in MAT 121.

Topics include linear, quadratic, absolute value, rational, exponential, and radical forms and related expressions, equations, inequalities, and applications; relationship between graph and equation of first/second degree and exponential functions; systems of equations in two or three variables; and equations and graphs of circles.

#### MAT 122 Euclidean Geometry ... 3

Prerequisites: Grade of C or better in MAT 098 or ASMNT MAT 121.

Study of geometrical properties and formal Euclidean proofs developed from definitions, postulates, theorems, and corollaries. Topics include intersecting and parallel lines, triangles, quadrilaterals, circles, area and volume, and coordinate geometry. **MAT 150 Trigonometry ... 3** 

#### Prerequisites: Grade of C or better in MAT 121 or assess into.

Grade of C or better in MAT 160 College Algebra strongly recommended. Study of trigonometric functions and applications. Topics include angles, length of arc, trigonometric functions, law of cosines, law of sines, identities, trigonometric equations, inverse trigonometric functions, complex numbers, and polar coordinates. Students may not receive credit for both MAT 150 and MAT 171.

## MAT 152 Algebra Bridges to Calculus & Analytic Geometry I ... 2

Prerequisites: MAT 158 with a grade of C or better

Course bridges the gap between MAT 158 and MAT 162. It is for students who have taken MAT 158 as a general education course and are now STEM majors seeking a path into MAT 180. A grade of C or better in both MAT 152 and MAT 158 will satisfy the algebra prerequisite for MAT 180. MAT 180 has a trigonometry prerequisite that may be satisfied by a grade of C or better in MAT 150 or equivalent transfer course.

## MAT 155 Contemporary College Math ... 4

Prerequisites: MAT 121 with a minimum grade of C or better or ASMNT MAT 155

This course satisfies the general education requirement for the AA degree. Topics include: inductive and deductive reasoning, set theory, Venn diagrams, truth tables and logic, Geometry and Trigonometry, sequences and series, mathematics of finance, probability, statistics, and applications.

### MAT 156 College Algebra-Educators ... 4

Prerequisites: Grade of C or better in MAT 121 or assess into.

This course satisfies the general education requirement for the AAT degree for Education majors. Topics include linear and quadratic equations and inequalities, systems of linear equations, polynomials, functions and their graphs, sequences and series, perimeter, circumference, area, surface area, volume, similarity, congruence, Pythagorean Theorem, Trigonometric ratios, analyzing geometric proofs, coordinate geometry, statistical graphs, counting and probability techniques, sampling, inference, and descriptive statistics including measures of central tendency and spread, and applications.

## MAT 158 College Algebra- General Education ... 4

Prerequisites: Grade of C or better in MAT 121 or assess into.

This course satisfies the general education requirement for the AA degree. Designed for Non-STEM (non-Science, non-Technology, non-Engineering, non-Mathematics) majors. Topics include linear and quadratic equations and inequalities; complex numbers and solution of higher degree polynomial equations; systems of linear equations; matrices; graphing functions including exponential, logarithmic, rational and polynomial functions, sequences, and series. Students may not receive credit for both MAT 158 and MAT 160 or MAT 162 or MAT 171.

## MAT 162 College Algebra- STEM ... 4

Prerequisites: Grade of C or better in MAT 121 or ASMNT MAT 155

This course satisfies the general education requirement for the AA degree. Designed for students in STEM (Science, Technology, Engineering, Mathematics) transfer programs. Topics include linear and quadratic equations and inequalities; complex numbers and solution of higher degree polynomial equations; systems of linear equations; matrices; graphing functions including exponential, logarithmic, and rational polynomial functions; conic sections; sequences, series, and binomial theorem. Students may not receive credit for both MAT 162 and MAT 158 or MAT 160 or MAT 171.

## MAT 171 Pre-Calculus Mathematics ... 6

Prerequisites: Grade of B or better in MAT 121 or ASMNT MAT 171.

Unified study of College Algebra and Trigonometry provides necessary background for Calculus. Includes linear, quadratic, rational, and higher degree polynomial equations and inequalities; systems of equations; relations and functions along with graphs and equations; exponentials and logarithms; inverse; degree and radian measure; trigonometric functions; identities; triangles; vectors; polar coordinates; complex numbers; matrices and determinants; sequences and series; binomial theorem; mathematical induction; and applications. Students may not receive credit for MAT 171 and either MAT 150 and MAT 160. Students not planning to take Calculus may satisfy mathematics requirement for A.A. degree with MAT 160 or MAT 165 in lieu of MAT 171.

#### MAT 175 Introductory Statistics ... 3

Prerequisites: Grade of C or better in MAT 158, or MAT 160, or MAT 162; or ASMNT MAT 180, or ASMNT MAT 210.

Topics include descriptive statistics, sampling techniques, counting techniques, probability, probability distributions, confidence interval estimates, hypothesis testing, simple linear regression, and one-way ANOVA.

## MAT 180 Calculus and Analytic Geometry I ... 5

Prerequisites: Grade of C or better in MAT 171 or both MAT 150 and MAT 160 or both MAT 150 and MAT 162, or ASMNT MAT 180.

First in a sequence of three courses including analytic geometry, differential calculus, and integral calculus. Recommended for majors in mathematics, computer science, physical sciences, or engineering. Includes analytic geometry, functions, limits, continuity, the derivative and differentials, applications of the derivative and differentials, antidifferentiation, indefinite and definite integrals, and applications of definite integral.

## MAT 201 Structure of Math Systems I ... 3

Prerequisites: Grade of C or better in one of the following: MAT 156, or MAT 158, or MAT 160 or MAT 162 or ASMNT MAT 180.

For potential elementary teachers. Topics include sets, logic, number bases, systems of numeration, system of whole numbers, systems of integers, system of rational numbers, development of real number system, field properties, algorithms for whole numbers, and terminology of mathematics.

## MAT 202 Structure of Math Systems II ... 3

Prerequisites: Grade of C or better in MAT 156 or MAT 158 or MAT 160 or MAT 162 or ASMNT MAT 180.

Intuitive study of elementary geometry, including constructions, congruence, similarity, motion geometry tessellation, and deductive theory of geometry. Study of measurement, including area and volumes. Introduction to concepts of probability and statistics.

## MAT 210 Survey Calculus ... 4

Prerequisites: Grade of C or better in MAT 158 or MAT 160 or MAT 162 or ASMNT MAT 210.

Recommended for business, life sciences, and social science majors. Focus on techniques of differential and integral calculus with application to business, life sciences, and social sciences. Trigonometry not used.

## MAT 230 Calculus and Analytic Geometry II ... 5

Prerequisites: Grade of C or better in MAT 180 or ASMNT MAT 230.

Second course in sequence of three recommended for majors in mathematics, computer science, physical sciences, or engineering. Topics include transcendental functions, techniques of integration, indeterminate forms, improper integrals, infinite series, and polar curves.

## MAT 240 Calculus and Analytic Geometry III ... 5

Prerequisites: Grade of C or better in MAT 230.

Third course in sequence of three recommended for mathematics, computer science, physical science, or engineering majors. Topics include calculus of vectors in two or three dimensions, partial derivatives, multiple integrals and their applications; and introductory topics from differential equations.

### MAT 242 Introductory Linear Algebra ... 3

Prerequisites: MAT 230 with a grade of C or better.

A first course in linear algebra intended for mathematics, computer science, science, and engineering majors. Topics include matrix algebra, determinants, and vector spaces, linear transformations, and eigenvalues and eigenvectors. Offered Fall semester.

## MAT 250 Differential Equations ... 3

Prerequisites: Grade of C or better in MAT 240.

First course in differential equations for mathematics, science, and engineering majors. Topics include solution and application of ordinary differential equations including n-th order nonhomogeneous equations with variable coefficients and simultaneous differential equations. Methods used include Laplace transform, power series, variation of parameter, matrix methods and introduction to numerical solutions. Offered Spring, Summer semester.

### MAT 260 A Transition to Theoretical Mathematics ... 3

Prerequisites: Grade of C or better in MAT 230.

First course in theoretical mathematics for mathematics, computer science, engineering and science majors. Includes logic and proofs, set theory, relations and functions, cardinality, introductory abstract algebra and introductory real analysis. Offered Spring semester.

### Music

#### MUS 021 Recital and Concert Attendance ... 0

Attendance and/or participation at musical performances and master classes, repeated until degree requirement is satisfactorily met.

#### MUS 101 Foundations of Music ... 3

Study in clefs, notation, rhythm, scale structures, pitch, and melodic writing. Basic introduction with no previous experience necessary. **MUS 102 Accompanying ... 0.25** 

Prerequisites: MUS 151 and consent of instructor

Practical experience and working knowledge of basic and advanced techniques for successful piano accompanying. **MUS 105 SCC Singers I ... 1** 

Performance class; students will work on music culminating in public performances. May be repeated for up to 3 credit hours.

# MUS 106 SCC Singers II ... 1

Second enrollment of MUS 105.

## MUS 107 SCC Singers III ... 1

Third enrollment of MUS 105

## MUS 108 SCC Singers IV ... 1

Fourth enrollment of MUS 105.

## MUS 109 American Popular Music ... 3

Survey of American popular music from 1840 to the present. Examination of the types, styles, and influential musicians of American pop music.

## MUS 110 American Music Appreciation ... 3

Emphasis on American music as a panorama of distinct yet parallel streams-popular, folk, sacred, and classical-that reflect the uniquely diverse character of the United States. Musical styles will be compared and contrasted across regions and time, delivering a vision of American music both exuberant and inventive, a music that arises out of the history and musical traditions of many immigrants.

### MUS 111 Music Appreciation ... 3

Introductory course for non-music majors. Presents main elements of music, how they develop and change throughout history, and the role of music in society. Emphasis on understanding musical elements and aural applications. Attendance required at live performances.

## MUS 112 Jazz Appreciation ... 3

Explores the earliest origins of jazz from Creole roots in Louisiana through blues, ragtime, Dixieland, big band, swing, be-bop, cool jazz, avante garde, Latin jazz, and fusion. Students taking this course may not receive credit for MUS 234.

### MUS 113 Musical Theater Appreciation I ... 3

Study of musical theater from its beginnings through Rodgers & Hammerstein. Students taking this course may not receive credit for MUS 229/ THE 229.

## MUS 114 Musical Theater Appreciation II ... 3

Study of musical theater from Rodgers and Hammerstein to the present. Students taking this course may not receive credit for MUS 230/THE 230.

## MUS 115 Chamber Choir ... 1

Prerequisites: Audition with instructor approval.

Select choral ensemble specializing in chamber, madrigal, and show choir literature, culminating in public performance. May be repeated for up to 3 credit hours.

## MUS 116 Chamber Choir II ... 1

Prerequisites: MUS 115

Select choral ensemble specializing in chamber, madrigal, and show choir literature, culminating in public performance. May be repeated for up to 3 credit hours.

## MUS 117 Chamber Choir III ... 1

#### Prerequisites: MUS 116

Select choral ensemble specializing in chamber, madrigal, and show choir literature, culminating in public performance. May be repeated for up to 3 credit hours.

## MUS 118 Chamber Choir IV ... 1

Prerequisites: MUS 117, ASMNT INS.

Fourth semester of Chamber Choir.

## MUS 119 Piano Proficiency I ... 1

Entry-level piano course for music majors with little knowledge of basic rudiments and grand staff reading. The first of a four-course sequence needed to prepare music education majors to meet Missouri piano proficiency requirements for certification to teach in public schools.

Corequisites: MUS 131 and MUS 133

## MUS 120 Piano Proficiency II ... 1

Prerequisites: MUS 119 or Piano Skills Exam.

Continuation of MUS 119.

## MUS 121 Piano Class I ... 2

Develops basic skills and techniques in piano playing, applicable to various types of music. No previous keyboard experience required.

## MUS 122 Piano Class II ... 2

Prerequisites: MUS 121

Continuation of MUS 121.

## MUS 123 Voice Class I ... 1

Fundamentals of tone production, diction, posture, and breathing. Includes simple songs and part singing.

## MUS 124 Voice Class II ... 1

Prerequisites: MUS 123

Continuation of MUS 123.

## MUS 125 Guitar Class I ... 1

Basic guitar skills through a classic method, including first-position notes and scales, root chords, and accompaniment patterns while developing solo and ensemble skills. Corequisite: MUS 101 or basic theory knowledge. Recommended materials: Classic Guitar.

## MUS 126 Guitar Class II ... 1

Second enrollment of MUS 125.

#### MUS 127 Guitar Class III ... 1

Third enrollment of MUS 125 and 126.

#### MUS 128 Guitar Class IV ... 1

Fourth enrollment of MUS 125, 126, and 127.

## MUS 129 Percussion Class I ... 1

Open to students with little or no previous formal training. Note-reading and basic percussion playing techniques for snare drum, timpani, xylophone/marimba, orchestral percussion instruments, drum set, and Latin percussion instruments (bongos, congas, timbales, etc.) will be included. Selected works for each instrument will be studied.

### MUS 130 Percussion Class II ... 1

Prerequisites: MUS 129

Open to students with little or no previous formal training. Note-reading and basic percussion playing techniques for snare drum, timpani, xylophone/marimba, orchestral percussion instruments, drum set, and Latin percussion instruments (bongos, congas, timbales, etc.) will be included. Selected works for each instrument will be studied.

## MUS 131 Music Theory I ... 3

Prerequisites: MUS 101 or permission of instructor.

Study of basic rhythm, melody, principal triads and inversions, dominant seventh chords, cadences, non-harmonic tones, part-writing, and keyboard harmony.

Corequisites: MUS 133.

#### MUS 132 Music Theory II ... 3

Prerequisites: MUS 131

continuation of MUS 131 including secondary triads, seventh chords, secondary dominants, elementary modulation, figured bass, and keyboard harmony.

Corequisites: MUS 134

## MUS 133 Ear Training and Sightsinging I ... 1

Prerequisites: MUS 101 or music assessment test.

Study of rhythmic, melodic, and harmonic dictation in major and minor scales and sightsinging in treble and bass clefs.

Corequisites: MUS 131

## MUS 134 Ear Training and Sightsinging II ... 1

Prerequisites: MUS 133

Continuation of MUS 133 involving more complex rhythmic, melodic, and harmonic dictation and sightsinging.

Corequisites: MUS 132

### MUS 135 Women's Chorale I ... 1

Treble voiced choral ensemble; students work on music culminating in public performance. Not limited to women but is only for singers with treble voices.

## MUS 136 Women's Chorale II ... 1

Second enrollment of MUS 135.

## MUS 137 Women's Chorale III ... 1

Third enrollment of MUS 135.

#### MUS 138 Women's Chorale IV ... 1

Fourth enrollment of MUS 135.

## MUS 139 Percussion Class III ... 1

Prerequisites: MUS 129

Third semester of percussion class.

### MUS 140 Percussion Class IV ... 1

Prerequisites: MUS 139

Fourth semester of Percussion Class.

### MUS 141 Show Choir I ... 1

Prerequisites: Audition

Select choral ensemble presenting choreographed numbers from musical theater and contemporary popular music.

#### MUS 142 Show Choir II ... 1

Prerequisites: Audition

Second enrollment of MUS 141.

#### MUS 143 Show Choir III ... 1

Prerequisites: Audition

Third enrollment of MUS 141

## MUS 144 Show Choir IV ... 1

Prerequisites: Audition

Fourth enrollment of MUS 141.

MUS 145 Jazz Band I ... 1

Performance course; students rehearse with semester performance as culmination. Must supply own instrument. May be repeated for up to 3 credit hours.

## MUS 146 Jazz Band II ... 1

Prerequisites: MUS 145

Performance course; students rehearse with semester performance as culmination. Must supply own instrument. May be repeated for up to 3 credit hours.

## MUS 147 Jazz Band III ... 1

Prerequisites: MUS 146

Performance course; students rehearse with semester performance as culmination. Must supply own instrument. May be repeated for up to 3 credit hours.

## MUS 148 Jazz Band IV ... 1

Prerequisites: MUS 147

Performance course; students rehearse with semester performance as culmination. Must supply own instrument. May be repeated for up to 3 credit hours.

## MUS 162 English/Italian Diction ... 1

Basic study of International Phonetic Alphabet and comprehensive study of rules, phonetics, and techniques of English and Italian diction in performance.

## MUS 163 German/French Diction ... 1

Basic study of International Phonetic Alphabet and comprehensive study of rules, phonetics, and techniques of German and French diction in performance.

## MUS 164 Jazz Improvisation ... 2

Prerequisites: MUS 101 or instructor's approval.

Explores all aspects of improvisation from beginning to intermediate level. Includes various playing techniques and application of basic theory. Previous playing experience required. Must supply own instrument.

## MUS 165 Instrumental Chamber Ensemble I ... 1

Prerequisites: Audition

Performance class; students study music and performance techniques through rehearsals culminating in public performances. Must supply own instrument.

## MUS 166 Instrumental Chamber Ensemble II ... 1

Second enrollment of MUS 165

## MUS 167 Instrumental Chamber Ensemble III ... 1

Prerequisites: MUS 166

Third enrollment of MUS 165

## MUS 175 Concert Band I ... 1

Students study music techniques through rehearsals culminating in public performances. Must supply own instrument.

## MUS 176 Concert Band II ... 1

Prerequisites: MUS 175

Second enrollment of MUS 175

## MUS 177 Concert Band III ... 1

Prerequisites: MUS 176

Third enrollment of MUS 175

## MUS 178 Concert Band IV ... 1

Prerequisites: MUS 177

Fourth enrollment of MUS 175

### MUS 185 Orchestra I ... 1

Prerequisites: Must be able to read music and be proficient on an orchestral instrument.

Preparation and performance techniques through the study of orchestral repertoire with emphasis on rehearsal disciplines and musical interpretations. Final performance at end of the semester. Enrollment subject to instrumentation.

### MUS 186 Orchestra II ... 1

Prerequisites: MUS 185

Second enrollment of MUS 185

### MUS 187 Orchestra III ... 1

Prerequisites: MUS 186

Third enrollment of MUS 185

### MUS 188 Orchestra IV ... 1

Prerequisites: MUS 187

Continuation of MUS 185

### MUS 195 Wind Ensemble I ... 1

Prerequisites: Audition with instructor's approval.

A select 12-20 piece ensemble; students prepare music culminating in public performance.

Corequisites: Concert Band.

#### MUS 196 Wind Ensemble II ... 1

Prerequisites: MUS 195

Second Enrollment of MUS 195.

Corequisites: Concert Band.

#### MUS 197 Wind Ensemble III ... 1

Prerequisites: MUS 196

Third enrollment of MUS 195.

Corequisites: Concert Band.

#### MUS 198 Wind Ensemble IV ... 1

Prerequisites: MUS 197

Fourth enrollment of MUS 195

Corequisites: Concert Band.

#### MUS 210 Music Typography ... 2

Prerequisites: MUS 101

Introduction to the art of music notation using notation software.

#### MUS 219 Piano Proficiency III ... 1

Prerequisites: MUS 120 or Piano Skills Exam.

Intermediate level piano class for music majors who possess a knowledge of all basic rudiments.

## MUS 220 Piano Proficiency IV ... 1

Prerequisites: MUS 219 or Piano Skills Exam.

Continuation of MUS 219 to prepare music majors for piano proficiency exam.

## MUS 225 Elements of Conducting ... 3

Prerequisites: MUS 101

Introduction to baton techniques and elements of interpretation in conducting choral and instrumental music.

#### MUS 229 History of American Musical Theater I ... 3

Study of American musical theater from its origins through Rodgers & Hammerstein. Students taking this course may not receive credit for MUS 113.

## MUS 230 History of American Musical Theater II ... 3

Study of American musical theater from Rodgers & Hammerstein to the present. Students taking this course may not receive credit for MUS 114.

## MUS 231 Music History I ... 3

Survey of development of Western music from the ancient Greeks through the Baroque period. More in-depth coverage of art music than MUS 111.

## MUS 232 Music History II ... 3

Continuation of MUS 231. Survey of music from 1600-1827.

Corequisites: Recommended prerequisite: MUS 231.

## MUS 234 Jazz History ... 3

Explores earliest origins of Jazz from Creole roots in Louisiana, big band, swing, cool jazz, bebop, avant-garde, Latin jazz, and fusion. For students planning to major in music. Students taking this course may not receive credit for MUS 112.

### MUS 235 Music in the Americas ... 3

Survey of music cultures found in the Americas focusing on the imported and indigenous music along with select music such as African-American music and Latin-American music. Appropriate for general students and music students.

## MUS 250 Music Audio Production I ... 3

Basic background for working principles of audio and audio production in the music industry. Introduction to basic audio production techniques and theory. Topics include: microphones, speakers, mixing console operation, and audio editing. Students will complete projects independently and in small groups.

## MUS 259 Music Theater Workshop I ... 1

Performance-oriented workshop experience that studies acting styles as applied to a song. Covers various styles and periods of musical theater.

Corequisites: MUS 229

## MUS 260 Music Theater Workshop ... 1

Performance-oriented workshop experience that studies acting styles as applied to a song. Covers various styles and periods of musical theater. Corequisites: MUS 230

## MUS 264 Jazz Improvisation II ... 2

Prerequisites: MUS 164

Continuation of concepts and techniques learned in Jazz Improvisation I. Explore stylistic trends and developments of jazz improvisation.

## MUS 281 Music Theory III ... 3

Prerequisites: MUS 132

Continuation of MUS 132. Including secondary functions 1 and 2, modulations, Binary and Ternary Form.

Corequisites: MUS 283

## MUS 282 Music Theory IV ... 3

Prerequisites: MUS 281

Continuation of MUS 281

Corequisites: MUS 284

## MUS 283 Ear Training and Sightsinging III ... 1

Prerequisites: MUS 134

Continuation of MUS 134

Corequisites: MUS 281

## MUS 284 Ear Training and Sightsinging IV ... 1

Prerequisites: MUS 283

Continuation of MUS 283

Corequisites: MUS 282

## MUS 285 Woodwind Methods ... 2

Prepare to teach woodwind instruments to elementary and middle school level students. Techniques for successful beginning woodwind instruction and performance are studied, along with instructional planning, procedures, and resource materials. Students' teaching and playing competencies will be centered on the flute, clarinet, and saxophone. Students will also become familiar with the oboe and bassoon.

## MUS 286 Brass Methods ... 2

Prepare to teach brass instruments to elementary and middle school level students. Techniques for successful beginning brass instruction and performance are studied, along with instructional planning, procedures, and resource materials. Students' teaching and playing competencies will be on the trumpet, French horn, trombone, euphonium and tuba.

## MUS 287 String Methods ... 2

Prepare to teach string instruments to elementary and middle school level students. Techniques for successful beginning string instruction and performance are studied, along with instructional planning, procedures, and resource materials. Students' teaching and playing competencies will be on the violin, viola, cello and bass.

## MUS 288 Percussion Methods ... 2

Prepare to teach the major instruments found in the percussion family to elementary and middle school level students. Techniques for successful beginning percussion instruction and performance are studied, along with instructional planning, procedures, and resource materials. Students' teaching and playing competencies will be on the major instruments found in the percussion family.

## MUS 295 Opera Theater Workshop ... 1-3

Prerequisites: Instructor Permission

A performing ensemble workshop emphasizing training and performance of operatic literature. Musical coaching/rehearsal, staging, stage movement, character development and technical stage training are included.

## MUS 299 Sophomore Recital ... 0

Prerequisites: Completion of at least three (3) semesters of applied instrumental or vocal instruction (e.g. MUS 154).

Solo presentation (with accompaniment) in a recital-type setting of at least 30 minutes.

## Music/Private Lessons - Brass

## MVB 101 Trumpet Lessons I ... 1-2 hrs

Individual Trumpet Lessons, starting at the appropriate level.

## MVB 102 Trumpet Lessons II ... 1-2 hrs

Prerequisites: MVB 101

Second enrollment of MVB 101.

## MVB 103 Trumpet Lessons III ... 1-2 hrs

Prerequisites: MVB 102

Third enrollment of MVB 101.

## MVB 104 Trumpet Lessons IV ... 1-2 hrs

Prerequisites: MVB 103

Fourth enrollment of MVB 101.

## MVB 111 French Horn Lessons I ... 1-2 hrs

Individual French Horn Lessons, starting at the appropriate level

## MVB 112 French Horn Lessons II ... 1-2 hrs

Prerequisites: MVB 111

Second enrollment of MVB 111.

## MVB 113 French Horn Lessons III ... 1-2 hrs

Prerequisites: MVB 112

Third enrollment of MVB 111.

## MVB 114 French Horn Lessons IV ... 1-2 hrs

Prerequisites: MVB 113

Fourth enrollment of MVB 111.

## MVB 121 Trombone Lessons I ... 1-2 hrs

Individual Trombone Lessons, starting at the appropriate level.

### MVB 122 Trombone Lessons II ... 1-2 hrs

Prerequisites: MVB 121

Second enrollment of MVB 121.

## MVB 123 Trombone Lessons III ... 1-2 hrs

Prerequisites: MVB 122

Third enrollment of MVB 121.

## MVB 124 Trombone Lessons IV ... 1-2 hrs

Prerequisites: MVB 123

Fourth enrollment of MVB 121.

## MVB 131 Euphonium Lessons I ... 1-2 hrs

Individual Euphonium Lessons, starting at the appropriate level.

## MVB 132 Euphonium Lessons II ... 1-2 hrs

Prerequisites: MVB 131

Second enrollment of MVB 131.

## MVB 133 Euphonium Lessons III ... 1-2 hrs

Prerequisites: MVB 132

Third enrollment of MVB 131.

## MVB 134 Euphonium Lessons IV ... 1-2 hrs

Prerequisites: MVB 133.

Fourth enrollment of MVB 131.

MVB 141 Tuba Lessons I ... 1-2 hrs

Individual Tuba Lessons, starting at the appropriate level.

## MVB 142 Tuba Lessons II ... 1-2 hrs

Prerequisites: MVB 141

Second enrollment of MVB 141.

### MVB 143 Tuba Lessons III ... 1-2 hrs

Prerequisites: MVB 142

Third enrollment of MVB 141.

## MVB 144 Tuba Lessons IV ... 1-2 hrs

Prerequisites: MVB 143

Fourth enrollment of MVB 141.

## Music/Private Lessons - Percussion

## MVP 101 Percussion Lessons I ... 1-2 hrs

Individual Percussion Lessons, starting at the appropriate level.

## MVP 102 Percussion Lessons II ... 1-2 hrs

Prerequisites: MVP 101

Second enrollment of MVP 101.

### MVP 103 Percussion Lessons III ... 1-2 hrs

Prerequisites: MVP 102

Third enrollment of MVP 101.

## MVP 104 Percussion Lessons IV ... 1-2 hrs

Prerequisites: MVP 103

Fourth enrollment of MVP 101.

## MVP 201 Percussion Lessons V ... 1-2 hrs

Prerequisites: MVP 104

Fifth enrollment of MVP 101.

# MVP 202 Percussion Lessons VI ... 1-2 hrs

Prerequisites: MVP 201

Sixth enrollment of MVP 101.

## MVP 203 Percussion Lessons VII ... 1-2 hrs

Prerequisites: MVP 202

Seventh enrollment of MVP 101.

## MVP 204 Percussion Lessons VIII ... 1-2 hrs

Prerequisites: MVP 203

Eighth enrollment of MVP 101.

# Music/Private Lessons - Piano

## MVK 101 Keyboard Lessons I ... 1-2 hrs

Individual Keyboard Lessons, starting at the appropriate level.

### MVK 102 Keyboard Lessons II ... 1-2 hrs

Prerequisites: MVK 101

Second enrollment of MVK 101.

# MVK 103 Keyboard Lessons III ... 1-2 hrs

Prerequisites: MVK 102

Third enrollment of MVK 101.

## MVK 104 Keyboard Lessons IV ... 1-2 hrs

Prerequisites: MVK 103

Fourth enrollment of MVK 101.

## MVK 111 Organ Lessons I ... 1-2 hrs

Individual Organ Lessons, starting at the appropriate level.

## MVK 112 Organ Lessons II ... 1-2 hrs

Prerequisites: MVK 111

Second enrollment of MVK 111.

## MVK 113 Organ Lessons III ... 1-2 hrs

Prerequisites: MVK 112

Third enrollment of MVK 111.

## MVK 114 Organ Lessons IV ... 1-2 hrs

Prerequisites: MVK 113

Fourth enrollment of MVK 111.

## MVK 201 Keyboard Lessons V ... 1-2 hrs

Prerequisites: MVK 104

Fifth enrollment of MVK 101.

### MVK 202 Keyboard Lessons VI ... 1-2 hrs

Prerequisites: MVK 201

Sixth enrollment of MVK 101.

#### MVK 203 Keyboard Lessons VII ... 1-2 hrs

Prerequisites: MVK 202

Seventh enrollment of MVK 101.

## MVK 204 Keyboard Lessons VIII ... 1-2 hrs

Prerequisites: MVK 203

Eighth enrollment of MVK 101

# Music/Private Lessons - String

## MVS 101 Guitar-Classical Lessons I ... 1-2 hrs

Individual Guitar-Classical Lessons, starting at the appropriate level.

### MVS 102 Guitar-Classical Lessons II ... 1-2 hrs

Prerequisites: MVS 101

Second enrollment of MVS 101.

## MVS 103 Guitar-Classical Lessons III ... 1-2 hrs

Prerequisites: MVS 102

Third enrollment of MVS 101.

## MVS 104 Guitar-Classical Lessons IV ... 1-2 hrs

Prerequisites: MVS 103

Fourth enrollment of MVS 101.

### MVS 111 Guitar-Jazz Lessons I ... 1-2 hrs

Individual Guitar-Jazz Lessons, starting at the appropriate level.

## MVS 112 Guitar-Jazz Lessons II ... 1-2 hrs

Prerequisites: MVS 111

Second enrollment of MVS 111.

## MVS 113 Guitar-Jazz Lessons III ... 1-2 hrs

Prerequisites: MVS 112

Third enrollment of MVS 111

## MVS 114 Guitar-Jazz Lessons IV ... 1-2 hrs

Prerequisites: MVS 113

Fourth enrollment of MVS 111

## MVS 121 Guitar-Bass Lessons I ... 1-2 hrs

Individual Guitar-Bass Lessons, starting at the appropriate level.

#### MVS 122 Guitar-Bass Lessons II ... 1-2 hrs

Prerequisites: MVS 121

Second enrollment of MVS 121

## MVS 123 Guitar-Bass Lessons III ... 1-2 hrs

Prerequisites: MVS 122

Third enrollment of MVS 121

## MVS 124 Guitar-Bass Lessons IV ... 1-2 hrs

Prerequisites: MVS 123

Fourth enrollment of MVS 121.

## MVS 131 Violin Lessons I ... 1-2 hrs

Individual Violin Lessons, starting at the appropriate level.

## MVS 132 Violin Lessons II ... 1-2 hrs

Prerequisites: MVS 131

Second enrollment of MVS 131

## MVS 133 Violin Lessons III ... 1-2 hrs

Prerequisites: MVS 132

Third enrollment of MVS 131.

## MVS 134 Violin Lessons IV ... 1-2 hrs

Prerequisites: MVS 133

Fourth enrollment of MVS 131.

## MVS 141 Viola Lessons I ... 1-2 hrs

Individual Viola Lessons, starting at the appropriate level.

### MVS 142 Viola Lessons II ... 1-2 hrs

Prerequisites: MVS 141

Second enrollment of MVS 141

## MVS 143 Viola Lessons III ... 1-2 hrs

Prerequisites: MVS 142

Third enrollment of MVS 141

# MVS 144 Viola Lessons IV ... 1-2 hrs

Prerequisites: MVS 143

Fourth enrollment of MVS 141

## MVS 151 Cello Lessons I ... 1-2 hrs

Individual Cello Lessons, starting at the appropriate level.

#### MVS 152 Cello Lessons II ... 1-2 hrs

Prerequisites: MVS 151

Second enrollment of MVS 151

## MVS 153 Cello Lessons III ... 1-2 hrs

Prerequisites: MVS 152

Third enrollment of MVS 151

## MVS 154 Cello Lessons IV ... 1-2 hrs

Prerequisites: MVS 153

Fourth Enrollment of MVS 151

## MVS 161 Bass Lessons I ... 1-2 hrs

Individual Bass Lessons, starting at the appropriate level

## MVS 162 Bass Lessons II ... 1-2 hrs

Prerequisites: MVS 161

Second enrollment of MVS 161

## MVS 163 Bass Lessons III ... 1-2 hrs

Prerequisites: MVS 162

Third enrollment of MVS 161.

## MVS 164 Bass Lessons IV ... 1-2 hrs

#### Prerequisites: MVS 163

Fourth enrollment of MVS 161.

### MVS 221 Guitar-Bass Lessons V ... 1-2

Prerequisites: MUS 124

Fifth enrollment of MUS 121.

# MVS 231 Violin Lessons V ... 1-2 credits

Prerequisites: MVS 134

Fifth enrollment of MVS 131

## MVS 231 Violin Lessons V ... 1-2 credits

Prerequisites: MVS-134

Fifth enrollment of MVS 131.

## MVS 232 Violin Lessons VI ... 1-2 credits

Prerequisites: MVS-231

Sixth Enrollment of MVS -131.

# Music/Private Lessons - Vocal

## MVV 101 Voice Lessons I ... 1-2 hrs

Individual Voice Lessons, Starting at the appropriate level.

## MVV 102 Voice Lessons II ... 1-2 hrs

Prerequisites: MVV 101

Second enrollment of MVV 101.

## MVV 103 Voice Lessons III ... 1-2 hrs

Prerequisites: MVV 102

Third enrollment of MVV 101.

## MVV 104 Voice Lessons IV ... 1-2 hrs

Prerequisites: MVV 103

Fourth enrollment of MVV 101.

## MVV 201 Voice Lessons V ... 1-2 hrs

Prerequisites: MVV 104

Fifth enrollment of MVV 101.

## MVV 202 Voice Lessons VI ... 1-2 hrs

Prerequisites: MVV 201

Sixth enrollment of MVV 101.

# MVV 203 Voice Lessons VII ... 1-2 hrs

Prerequisites: MVV 202

Seventh enrollment of MVV 101

## MVV 204 Voice Lessons VIII ... 1-2 hrs

# Music/Private Lessons - Woodwind

## MVW 101 Flute/Piccolo Lessons I ... 1-2 hrs

Individual Flute/Piccolo Lessons, starting at the appropriate level.

#### MVW 102 Flute/Piccolo Lessons II ... 1-2 hrs

Prerequisites: MVW 101

Second enrollment of MVW 101.

### MVW 103 Flute/Piccolo Lessons III ... 1-2 hrs

Prerequisites: MVW 102

Third enrollment of MVW 101

## MVW 104 Flute/Piccolo Lessons IV ... 1-2 hrs

Prerequisites: MVW 103

Fourth enrollment of MVW 101.

## MVW 111 Oboe Lessons I ... 1-2 hrs

Individual Oboe Lessons, starting at the appropriate level.

## MVW 112 Oboe Lessons II ... 1-2 hrs

Prerequisites: MVW 111

Second enrollment of MVW 111.

## MVW 113 Oboe Lessons III ... 1-2 hrs

Prerequisites: MVW 112

Third enrollment of MVW 111.

## MVW 114 Oboe Lessons IV ... 1-2 hrs

Prerequisites: MVW 113

Fourth enrollment of MVW 111.

# MVW 121 Clarinet Lessons I ... 1-2 hrs

Individual Clarinet Lessons, starting at the appropriate level.

## MVW 122 Clarinet Lessons II ... 1-2 hrs

Prerequisites: MVW 121

Second enrollment of MVW 121.

#### MVW 123 Clarinet Lessons III ... 1-2 hrs

Prerequisites: MVW 122

Third enrollment of MVW 121

## MVW 124 Clarinet Lessons IV ... 1-2 hrs

Prerequisites: MVW 123

Fourth enrollment of MVW 121

## MVW 131 Bassoon Lessons I ... 1-2 hrs

Individual Bassoon Lessons, starting at the appropriate level.

### MVW 132 Bassoon Lessons II ... 1-2 hrs

Prerequisites: MVW 131

Second enrollment of MBW 131.

## MVW 133 Bassoon Lessons III ... 1-2 hrs

Prerequisites: MVW 132

Third enrollment of MVW 131

## MVW 134 Bassoon Lessons IV ... 1-2 hrs

Prerequisites: MVW 133

Fourth enrollment of MVW 131

## MVW 141 Saxophone Lessons I ... 1-2 hrs

Individual Saxophone Lessons, starting at the appropriate level.

### MVW 142 Saxophone Lessons II ... 1-2 hrs

Prerequisites: MVW 141

Second enrollment of MVW 141.

### MVW 143 Saxophone Lessons III ... 1-2 hrs

Prerequisites: MVW 142

Third enrollment of MVW 141.

### MVW 144 Saxophone Lessons IV ... 1-2 hrs

Prerequisites: MVW 143

Fourth enrollment of MVW 141

## Nursing

## NUR 100 Exploration of Nursing ... 1

Exploration of nursing from a broad view: nursing as a profession; educational requirements; advanced degree opportunities; the variety of roles in nursing practice; factors that promote student and professional success; and observation. **NUR 101 Tools for Success in an ADN Program ... 1** 

#### Non for roots for ouccess in an ADN rrogram

Prerequisites: Acceptance into the Nursing Program

Key strategies and skills needed to be successful in an RN nursing program. Included time management, note-taking regarding nursing texts, labs, clinicals, videos, listening, critical thinking, and clinical preparation. Attendance is mandatory for all four days to receive a passing grade.

## NUR 102 LPN Bridge to ADN Program ... 1

Prerequisites: ENG-102, SOC-101 and one of HIS-101, HIS-102, HIS-115, HIS-270 POL-101 or POL-102, and CHM-101/103 or CHM-106

LPN Bridge to ADN Program will review fundamentals of nursing as they relate to the role transition from licensed professional nurse to registered nurse. Content will be reviewed including nursing process, professional ethics, interdisciplinary relationships, therapeutic communication, nutrition, pharmacology, assessment, medication administration, sterile technique and medication mathematics.

## NUR 103 Nursing of Adult & Children I ... 9

Prerequisites: ASMNT. NURS.

Each human being is presented as a unique individual, constantly responding to internal and external stimuli. The nursing process is emphasized as students apply principles of physical, biological, and social sciences. Basic nutrition and pharmacology are introduced. Nursing history and elements of health and disease are presented. Professional ethics and interpersonal relations are integrated throughout the course. Basic concepts of nursing are introduced and basic nursing skills are taught and practice in the nursing lab. The student will learn health assessment techniques, with an emphasis on therapeutic communication.

Corequisites: BIO 240, BIO 243, ENG 101, CHM 101, CHM 103, NUR 113, NUR 123. Effective 2013, any required science course with a "B" or better.

## NUR 104 Nursing of Adults and Children II ... 11

Prerequisites: BIO 240, BIO 243, CHM 101, CHM 103, ENG 101, NUR 103, NUR 113, NUR 123, PSY 101

Human growth and development is emphasized while studying human adaptive and maladaptive responses to disturbances in nutrition and fluid balance. Illnesses that interfere with these processes throughout the life span are presented with focuses on physiological, psychosocial, and spiritual aspects during each stage of development. Adaptive and maladaptive responses to stressors that interfere with psychosocial homeostasis are presented. Current treatment modalities are emphasized with a historical overview of psychiatric therapy.

Corequisites: BIO 241, BIO 244, NUR 114, NUR 124

## NUR 107 Pharmacology ... 3

Prerequisites: BIO 240, BIO 241.

Elective on-line course that presents concepts of drug actions and how they affect various body systems and disease conditions. Provides concentrated, intentional opportunity for students to learn pharmacological principles and how they apply to care for humans.

## NUR 113 Introduction to Nursing Laboratory ... 0

Students gain comprehensive knowledge and ability to safely and accurately perform nursing skills in a safe learning environment using multimedia, textbooks, self-direction, demonstrations and lab staff assistance. Included: vital signs, hygiene and medical asepsis, assessment, mobility, medication administration, sterile technique, dressing changes and fundamental medication math.

Corequisites: NUR 103, NUR 123

### NUR 114 Nursing of Adults and Children I Laboratory ... 0

Prerequisites: NUR 103, NUR 113, NUR 123.

Students gain comprehensive knowledge and ability to safely and accurately perform nursing skills in a safe learning environment using multi-media, textbooks, self-direction, demonstrations and lab staff assistance. Included: urinary catheterization, intravenous fluids administration, nasogastric insertion, enteral feeding, ostomy care, medication administration synthesis and intermediate medication math.

Corequisites: NUR 104, NUR 124.

#### NUR 123 Introduction to Nursing Clinical ... 0

Students care for patients in the nursing home and/or hospital/health care center. Ten clinical laboratory hours per week.

Corequisites: NUR 103, NUR 113

#### NUR 124 Nursing of Adults and Children I Clinical ... 0

Prerequisites: NUR 103, NUR 113, NUR 123

Students plan, administer, and evaluate nursing care to patients in pediatric, geriatric, medical and surgical units. Observation of developmental stages is provided in schools, hospitals/health care centers, and nursing homes. Thirteen clinical laboratory hours per week.

Corequisites: NUR 104, NUR 114

#### NUR 200 Registered First Nurse Assistant ... 3

This AORN-approved class follows the core curriculum for the RN First Assistant. Six credit hours are awarded upon completion of the course. Three credits are earned through classroom/ theory presentation and internship. For eligibility requirements and registration packet, call (636) 922-8280.

#### NUR 220 RNFA Certification Clinical ... 3

Prerequisites: NUR 200

Supervised practice by surgeon mentor during actual surgical procedures. Documentation of procedures and activities is required. Must meet minimum clock hours to meet regulating guidelines.

## NUR 253 Nursing of Adults and Children III ... 10

Prerequisites: BIO 240, BIO 243, CHM 101, CHM 103, ENG 101, NUR 103, NUR 113, NUR 123, BIO 241, BIO 244, NUR 104, NUR 114, NUR 124, PSY 101, BIO 245, BIO 247.

The individual is considered as a part of a social unit, the family. The development of sexual roles is presented and the physical, psychosocial and ethno cultural factors that influence it are considered. Adaptive and maladaptive responses of the mother, the neonate and other family members to pregnancy and the birth process are examined. The human body's responses to interferences with oxygenation of tissue are studied as it relates to respiratory, hematological and cardiac systems. Psychological adaptive and maladaptive responses to change in family dynamics and health conditions are considered.

Corequisites: NUR 263, NUR 273, any two of the following: SOC 101, Literature or ENG 102, and US History or Government.

## NUR 254 Nursing of Adults and Children IV ... 11

Prerequisites: BIO 240, BIO 243, BIO 241, BIO 244, BIO 245, BIO 247, CHM 101, CHM 103, ENG 101, ENG 102 or any LIT, PSY 101, SOC 101, NUR 103, NUR 113, NUR 123, NUR 104, NUR 114, NUR 124, NUR 253, NUR 263, NUR 273

The patient with problems related to mobility, perception, metabolism and body defense mechanisms is discussed, with emphasis on nurse and patient functioning on a health illness continuum. Included: assessment and neurological, endocrine, integumentary, musculoskeletal and sensory systems. Professional development is continued, as nursing leadership, ethical aspects of nursing care and the legal-professional role of the nurse are discussed.

Corequisites: NUR 264. NUR 274.

## NUR 263 Nursing of Adults and Children III Laboratory ... 0

Prerequisites: BIO 240, BIO 243, CHM 101, CHM 103, ENG 101, NUR 103, NUR 113, NUR 123, BIO 241, BIO 244, NUR 104, NUR 114, NUR 124, PSY 101, BIO 245, BIO 247

Students gain comprehensive knowledge and ability to safely and accurately perform nursing skills in a safe learning environment using multi-media, textbooks, self-direction, demonstrations and lab staff assistance. Included: peripheral intravenous therapy, central venous catheters, respiratory care, ECG basics, blood product administration and advanced medication mathematics.

Corequisites: NUR 253, NUR 273.

## NUR 264 Nursing of Adults and Children IV Laboratory ... 0

**Prerequisites:** BIO-240, BIO-243, CHM-101, CHM-103, ENG-101, NUR-103, NUR-113, NUR-123, BIO-241, BIO-244, BIO-245, BIO-247, PSY-101, NUR-104, NUR-114, NUR-124, NUR-253, NUR-263, NUR-273, SOC-101, ENG-102;

Students gain comprehensive knowledge and ability to safely and accurately perform nursing skills in a safe learning environment using multi-media, textbooks, self-direction, demonstrations and lab staff assistance. Included: communication in the health care setting and prioritizing, delegation and comprehensive medication mathematics.

Corequisites: NUR 254, NUR 274.

## NUR 273 Nursing of Adults and Children III Clinical ... 0

Prerequisites: BIO 240, BIO 243, CHM 101, CHM 103, ENG 101, NUR 103, NUR 113, NUR 123, BIO 241, BIO 244, NUR 104, NUR 114, NUR 124, PSY 101, BIO 245, BIO 247.

Students plan, administer, and care for patients in labor and delivery, postpartum, and nursery units as well as in medical and surgical units in area hospital/health care facilities. Twelve clinical laboratory hours per week.

Corequisites: NUR 253, NUR 263.

## NUR 274 Nursing of Adults and Children IV Clinical ... 0

Prerequisites: BIO 240, BIO 243, CHM 101, CHM 103, NUR 103, NUR 113, NUR 123, BIO 241, BIO 244, BIO 245, BIO 247, PSY 101, NUR 104, NUR 114, NUR 124, NUR 253, NUR 263, NUR 273, SOC 101, ENG 101, ENG 102 or any LIT

Gaining independence, students plan, administer, and evaluate total nursing care to patients and begin supervising others giving care. Emphasis is placed upon the nurse and patient functioning in a homeostatic milieu, with consideration of physical, psychosocial, ethnocultural and spiritual aspects of development. A 5-week preceptorship provides transition between student and practitioner. Sixteen clinical laboratory hours per week.

Corequisites: NUR 254, NUR 264.

# **Occupational Therapy**

# OTA 100 Fundamentals of Occupational Therapy Assistant I ... 4

Prerequisites: BIO 240/243, ENG 101

Acceptance in the OTA Program. Introduction to occupational therapy, including its history, philosophy, and practice base in relation to treatment in psychosocial dysfunction, physical disabilities, and developmental pediatrics. Theories guiding occupational therapy practice, values and ethics of the profession. Exploration of oral and written communication skills. Overview of occupational therapy process and the OTA role in screening, assessment, treatment planning, treatment implementation, and discharge. Examination of role of occupational therapy personnel in variety of treatment settings, including concepts related to client-practitioner interaction and communication and the importance of collaboration with clients, caregivers, and other health care professionals. Level I Fieldwork opportunities to apply basic occupational therapy principles and techniques and observe roles of OTs and other allied health professionals. Four lecture hours and three hours per week. Level I fieldwork beginning week six for six weeks.

Corequisites: Suggested Corequisites: BIO 270/271, CPT 103, ENG 115 or ENG 125, OTA 103.

## OTA 102 Fundamentals of Occupational Therapy Assistant II ... 3

#### Prerequisites: OTA 100

Introduction of beginning skills in occupational therapy treatment in psychosocial dysfunction. Major theories guiding occupational therapy practice in psychosocial treatment and their application to sensory motor, psychosocial, and cognitive development through the life span. Emphasis on group leadership and facilitation, development of communication and observation skills, and use of self as a therapeutic modality. Examination of issues related to death and dying. Exploration of occupational therapy process of assessment, treatment planning and treatment implementation and discontinuation of intervention in relation to psychosocial practice issues and concerns. Discussion of concepts of psychosocial intervention with other areas of practice. Role of the OTA in prevention, health maintenance, and quality of life of the individual with psychosocial dysfunction. Three lecture hours.

Corequisites: OTA 112, OTA 104/114, OTA 207/217

## OTA 103 Adaptive Activities I ... 2

Prerequisites: BIO 240/243, ENG 101.

Acceptance into the OTA program. Use of activities in occupational therapy with primary emphasis on the performance area of play/leisure including, those that address sensory motor, cognitive, and psychosocial performance components. Introduction to common therapeutic media used in OT practice. Introduction to acquisition of basic skills, concepts of activity analysis, instruction of individuals and groups, problem-solving, equipment maintenance, and cost and supply factors. Four lab hours per week.

Corequisites: Suggested Corequisites : BIO 270/271, CPT 103, ENG 115 or ENG 125, OTA 100.

## OTA 104 Adaptive Activities II ... 1

#### Prerequisites: OTA 100

Continuation of use of activities in OT with a primary emphasis on the performance area of work/productive activities that address sensory motor, cognitive, and psychosocial performance components. Activities, strategies, and techniques that emphasize the use of purposeful activities and occupation to enhance role function. Introduction to standardized and non-standardized evaluations using activity based format. Development of more advanced skills that focus on grading and adapting purposeful activities and instructing individuals and groups for therapeutic interventions. One lecture hour per week.

Corequisites: OTA 102/112, OTA 114, OTA 207/217.

# OTA 112 Fundamentals of Occupational Therapy Assistant II Lab ... 1

## Prerequisites: OTA 100

Lab course complement to OTA 102. Provides hands-on laboratory experience, reinforcing material covered in the lecture component. Two hours per week.

Corequisites: OTA 102, OTA 104/114, OTA 207/217

## OTA 114 Adaptive Activities II Lab ... 1

#### Prerequisites: OTA 100

Lab course complement to OTA 104. Provides hands-on laboratory experience, reinforcing material covered in the lecture component. Two hours per week.

Corequisites: OTA 102/112, OTA 104, OTA 207/217

## OTA 203 Fundamentals of Occupational Therapy III ... 4

#### Prerequisites: OTA 102

Occupational therapy process related to physical dysfunction evaluation and treatment procedures including self-care, therapeutic exercise, home management, use of adaptive equipment, work and play-leisure skills. Introduction to remediation in movement difficulties and practiced in the laboratory. Administration of standardized and non-standardized tests and evalu-ations, and need for demonstrating service competency. Activity analysis, documen-tation, formulation of goals and objectives, collaboration with occupational therapist on treatment implementation, assessment/ reassessment, and termination of treatment. Level I fieldwork introduces application of occupational therapy procedures under close supervision. Three lecture hours. Three hours Level 1 Fieldwork beginning week four for nine weeks or one week of 30 hours.

Corequisites: OTA 213, OTA 204/214, OTA 209, OTA 218

## OTA 204 Fundamentals of Occupational Therapy IV ... 3

#### Prerequisites: OTA-102

Evaluation and treatment of pediatric population appropriate to role of OTA including development and perceptual motor skills, selfcare, design and use of adaptive equipment, and play/leisure issues are explored in relation to normal sensory motor, psychosocial, and cognitive development. Interventions using age appropriate activities. Examination of cultural factors on treatment and treatment implementation, including the importance of collaboration and inclusion of family, care givers, and others in the OT process. Laboratory experiences arranged at on-site daycare center for typically developing and special needs children. Field trip to be arranged. Three lecture hours.

Corequisites: OTA 203/213, OTA 214, OTA 209, OTA 218.

## OTA 207 Health and Disease ... 3

#### Prerequisites: OTA 100

Overview of disease conditions commonly seen for treatment by occupational therapy practitioners. Etiology, symptoms and physical and psychological reactions to these conditions. Basic influences contributing to healthy living. Includes medical terminology and procedures commonly used in occupational therapy.

Corequisites: OTA 102/112, OTA 104/114, OTA 217

## OTA 209 Health Occupations Seminar ... 2

#### Prerequisites: OTA 102

Current trends and issues in the health care system, including legal and ethical components of practice, cultural diversity; OTR-OTA role delineation; supervision; documentation to ensure accountability and reimbursement requirements; community resources; multidisciplinary approach to treatment; and employability skills. Examination of OTA as director of activity program in relation to assessment, treatment planning, and treatment implementation needs. Issues of continuing professional competency, research and program development, involvement in professional organizations and political advocacy. Exploration of quality assurance and measurement of treatment outcomes as well as credential requirements, compliance with regulations, and the use of non-professional personnel. Two lecture/seminar hours per week.

Corequisites: OTA 203/213, OTA 204/214, OTA 218.

# OTA 210 Occupational Therapy Assistant Practicum I ... 4

## Prerequisites: OTA 203

Development of professional skills through supervised application of treatment principles. Fieldwork experience in the treatment of geriatric clients, physically disabled children or adults, or clients with psychosocial dysfunction. Student under direct supervision from an occupational therapy practitioner in all aspects of occupational therapy practice. Requires at least 37 hours per week for eight weeks in each of two different sites for a total of 16 weeks. (See OTA 211). Specific objectives developed by the fieldwork site educator in collaboration with OTA academic fieldwork coordinator. Completion of at least one fieldwork practicum in a physical disability site and the second in any of the following: physical disability, psychosocial, pediatric, hand therapy, work hardening, or a combination of sites. Psychosocial experiences are expected in all fieldwork.

Corequisites: OTA 298

## OTA 211 Occupational Therapy Assistant Practicum II ... 4

#### Prerequisites: OTA 203

Development of professional skills through supervised application of treatment principles. Fieldwork experience in the treatment of geriatric clients, physically disabled children or adults, or clients with psychosocial dysfunction. Student under direct supervision from an occupational therapy practitioner in all aspects of occupational therapy practice. Requires at least 37 hours per week for eight weeks in each of two different sites for a total of 16 weeks. (See OTA 211). Specific objectives developed by the fieldwork site educator in collaboration with OTA academic fieldwork coordinator. Completion of at least one fieldwork practicum in a physical disability site and the second in any of the following: physical disability, psychosocial, pediatric, hand therapy, work hardening, or a combination of sites.

Psychosocial experiences are expected in all fieldwork. Note: Fieldwork II must be completed within 18 months following completion of academic coursework. All academic and Level I and Level II Fieldwork must be completed before the student is eligible for graduation. Graduation from an accredited OTA program is a prerequisite to submitting an application to sit for the national certification examination.

Corequisites: OTA 298

## OTA 213 Fundamentals of Occupational Therapy III Lab ... 1

Prerequisites: OTA 102

Lab course complement OTA 203. Provides hands-on laboratory experience, reinforcing material covered in the lecture component. Two hours per week.

Corequisites: OTA 203, OTA 204/214, OTA 209, OTA 218

### OTA 214 Fundamentals of Occupational Therapy IV Lab ... 1

Prerequisites: OTA 102

Lab course complement to OTA 204. Provides hands-on laboratory experience, reinforcing material covered in the lecture component. Two hours per week.

Corequisites: OTA 203/213, OTA 204, OTA 209, OTA 218

### OTA 217 Health & Disease Lab ... 1

Prerequisites: OTA 100

Lab course complement to OTA 207. Provides hands-on laboratory experience, reinforcing material covered in the lecture component.

Corequisites: OTA 102/112, OTA 104/114, OTA 207

#### OTA 218 Adaptive Living Skills ... 4

Prerequisites: OTA 102

Skills required for designing and fabricating adaptive equipment. Adaptive activities with a primary emphasis on performance area of activities of daily living as applied to seating, positioning, splinting, functional tasks, functional mobility, and environmental barriers. Communication with clients, families, care givers, and other health-care professionals in relation to benefits and use of adaptive equipment, its function, care, and precautions. Four hours per week.

Corequisites: OTA 203/213, OTA 204/214, OTA 209.

#### OTA 298 Occupational Therapy Capstone ... 1

Prerequisites: OTA 203

Completion of program-culminating experiences for the Occupational Therapy Assistant Associate's degree. Provides an opportunity for application and integration of academic course work into fieldwork experiences. Requires reflection of how the role of occupational therapy and the occupational therapy assistant are demonstrated and delineated in each fieldwork facility. Allows for problem solving approach for adjusting to various work sites and handling feedback from supervisors. Requirements for college standardized testing, state licensure and national certification examination are reviewed. Completes development of professional resume and cover letter for employment.

Corequisites: OTA 210, OTA 211

## Philosophy

## PHL 101 Introduction to Philosophy ... 3

Introduction to philosophical inquiry and historically important philosophical ideas discussed by classical and/or modern philosophers. Topics may include the nature of love, the foundation of ethical action, the nature and limits of knowledge, the essence of truth, and the meaning of technology in contemporary culture.

#### PHL 102 Introduction to Logic ... 3

Study of techniques and methods for identifying, classifying, clarifying, and evaluating various kinds of reasoning and related uses of language.

## PHL 160 Ethics ... 3

Introductory survey of classical and contemporary theories in field of ethics. Questions considered regarding ideal moral life, nature of good and evil, principles for distinguishing right from wrong, and ethical relativism versus objectivism. Discusses selected moral dilemmas of modern living.

## PHL 201 World Religion ... 3

Introduction to basic doctrines and stories of seven major religions of the world: Hinduism, Buddhism, Confucianism, Taoism, Judaism, Christianity, and Islam.

### PHL 260 Reason and Religion ... 3

Prerequisites: ENG 101

Introduction to Western philosophy of religion. Topics include the character and reliability of religious experience, arguments for and against God?s existence, the meaningfulness of religious language, the problem of evil, and life after death.

### PHL 290 Topics in Philosophy ... 3

Seminar style course reflecting specializations in fields of philosophy. Titles may include: The Modern and the Postmodern, Democracy and Philosophy, Phenomenology and Existentialism, and Aesthetics.

# **Physical Education**

## PHE 102 Concepts: Drugs ... 2

Organized to provide a measure of sequential development and interrelatedness of subjects pertaining to psychoactive drugs and drugtaking behaviors. Sections include overview of drug problems in America, examination of effects of various drugs such as alcohol, cocaine, hallucinogens, prescription drugs, and others on the human body, and insight into drug abuse prevention efforts employed in variety of settings.

## PHE 103 Concepts: Health ... 3

Study of vital health principles and problems. Personal and community health issues discussed. Overall objective to favorably influence habits, attitudes, and knowledge related to individual and community health. Offered on campus and Web.

## PHE 105 First Aid/Safety ... 2

First aid practices to give appreciation of good safety habits. Practical application of basic first aid methods. CPR certification included. **PHE 106 Personal Wellness ... 2** 

Focuses on development of positive lifestyle by using combination of classroom/activity. Experiences include concepts of fitness, lifetime sports, stress management techniques, leisure well being, contemporary threats, and nutrition. Completion allows current SCC students to continue use of the SCC Fitness Center.

## PHE 107 Selected Health Topics ... 0.5

Variable content designed to develop positive health practices for a lifetime of wellness. Topics vary with interest and need. Limit of 2 credit hours (four topics) may be used toward graduation credit.

#### PHE 108 Stress Management ... 3

Explores the nature of stress and the physiological and psychological effects upon the body due to prolonged stress responses. Short and long term somatic and behavioral techniques for applied stress control (i.e. exercise, nutrition, relaxation, visualization, meditation, goal setting, and time management) will be examined.

#### PHE 109 Nutrition for Weight Management ... 3

Understanding the role of nutritional quality and quantity of food intake, exercise and fitness levels and how they relate to body image, eating disorders, and obesity.

## PHE 112 Beginning Swimming ... 1

Learn to swim. Covers water safety and water familiarity. Practices of basic strokes.

#### PHE 113 Volleyball ... 1

Basic rules, techniques, and safety. Activity class with emphasis on skill building through participation. Appropriate for beginners and experienced players.

#### PHE 114 Dance Aerobics I ... 1

Development of fitness and aerobic capacity by performing simple dance steps and other moves to music. Choreographed exercise. A written component will be included.

## PHE 115 Physical Fitness ... 1

Improvement of overall fitness by combinations of activities. **PHE 118 Fitness Center I ... 1**  Orientation to selectorized weight equipment and cardiovascular equipment to utilize all major muscle groups. Based upon fitness assessment, students are taught how to monitor personal progress under instructor supervision. Completion of the course allows student to use the Fitness Center during open hours without instructor supervision.

# PHE 121 Step and Muscle Conditioning ... 1

Combines step aerobics and free weights. A written component may be required.

### PHE 122 Yoga ... 1

Based on the principles of Hatha Yoga movements, students will increase in physical fitness, strength, flexibility, and balance. Breathing and meditation techniques will be used to assist the student in making the mind/body/spirit connection so yoga can be incorporated into daily life.

## PHE 124 Pilates ... 1

Emphasis on exercises for the core muscles of the body by using balls, weighted bars, body weight postural cues, and breathing techniques to challenge muscles. Follows the Stotts method.

## PHE 125 Walking Fitness ... 1

Principles of fitness development are developed using the activity of walking. Strength and endurance are targeted and an understanding of walking activity to weight management is emphasized.

## PHE 126 Boot Camp ... 1

The total body is targeted by toning and strengthening the major muscles of the upper and lower body while challenging the cardiovascular system through fast-paced cardiovascular exercises.

### PHE 127 Cardio Core Strength ... 1

A combination of Yoga, Pilates, and weighted fitness activities on the stability ball to challenge and develop cardio and muscle strength.

## PHE 128 Disc Golf ... 1

Disc Golf is a lifetime recreational game suitable for youth to senior citizens. It is played on disc golf courses using elevated baskets as holes, tee areas and various weight flying discs as drivers and putters. The structure of the game is the same as golf. The objective is to throw at each hole using the fewest attempts and is completed when the putt lands in the basket. The score is recorded and players move to the next tee to attempt the next hole. The player with the lowest score at the end of the course, wins the game.

## PHE 129 Pickleball ... 1

Pickleball is a lifetime recreational court game suitable for youth to senior citizens. It is played inside or out on a court using paddles, balls and a low net. The structure of the game court is the same size as a doubles badminton court.

## PHE 130 Beginning Rock Climbing ... 1

Safety and rock climbing techniques using indoor artificial cliff. All climbing done while wearing safety harness.

## PHE 133 Beginning Cardio Kickboxing ... 1

Muscle conditioning and cardiovascular endurance gained through martial arts and boxing moves. Choreographed to music. Written component may be required.

## PHE 135 Ballet Conditioning ... 1

Principles of fitness are developed using various ballet conditioning exercises. Strength and endurance are targeted as well as an understanding of body alignment and muscle balance are emphasized.

## PHE 137 Scuba ... 1

Safety and scuba diving techniques both in classroom and indoor pool. Course does not earn certification, but students can earn certification immediately afterward by paying for and passing open-water check-out dive. Students should know they might be asked to get further approval from a physician before being allowed to participate.

## PHE 140 Introduction to Dance ... 3

Historical overview of dance as social and artistic form of expression with emphasis on understanding contemporary dance. Covers importance of dance in American society. No dance training required. Lecture and activity components.

## PHE 141 Stretch and Strengthen ... 1

Stretching and strengthening exercises from dance world appropriate for dancers and sports enthusiasts. A written component may be required.

## PHE 143 Tap Dance I ... 1

Basic steps of tap technique. Tap combinations will develop an understanding of coordination, rhythmic variations, and performance skills. Tap shoes are required.

## PHE 144 Modern Dance I ... 1

Basic movement course emphasizing beginning and essential elements of dance. Explores technique and terminology. Excellent course for beginning dancers, theater students, and those who wish to teach creative movement or dance.

# PHE 145 Jazz Dance I ... 1

Jazz techniques designed to give a firm grasp of basic movement, musicality, and strength.

## PHE 146 Modern Dance II ... 1

Prerequisites: PHE 144

Applies principles of dance techniques to performance movement and various modern dance techniques. Also good for experienced dancers trying modern dance.

## PHE 147 Jazz Dance II ... 1

Prerequisites: PHE 145 or permission from instructor.

Techniques and movements developed further to facilitate performance ability or just for fun.

## PHE 160 Golf ... 1

Safety, rules, course etiquette, grip, stance, and swing. Time spent on practice putting green, driving range, and in actual play. **PHE 165 Current Topics: Selected Activities ... 1** 

Variable content to develop lifetime skills in sports, fitness, and/or leisure activities. Activities vary every eight weeks, reflecting newest trends. Same activity may be taken no more than twice for graduation credit.

### PHE 204 Introduction to Recreation and Leisure ... 3

Introductory exploration of the recreation and leisure industry, including its history and philosophy. Students will explore the scope, values, professional responsibilities and career opportunities of the field.

## PHE 205 Foundations of Physical Education, Health and Sport ... 3

Introductory professional course for those exploring the fields of physical education, health and sport. Designed to provide opportunities to explore history, scope, values, professional responsibilities, and career opportunities.

## PHE 206 Foundations of Sport Management ... 3

The course is designed to introduce students to the field of sport management. Students will be exposed to areas of within the sport management profession which include human resources management, ethics, law, facility management, marketing, economics, and finance and event management. Students will also be introduced to academic and career opportunity in the sport management profession.

## PHE 208 Outdoor Recreation and Leadership ... 3

An introduction to outdoor recreation. Identifies and demonstrate an understanding of the value, meaning and benefits of outdoor recreation experience. Includes outdoor adventure leadership experiences. Natural resources, state and federal agencies, governmental and private-sector impacts will be explored as well as outdoor activity and safety skills attained.

## PHE 211 Tennis ... 1

## PHE 213 Circuit Training ... 1

Prerequisites: PHE 118

Muscle strengthening using series of exercise machines. PHE 214 Racquetball ... 1

Game played on indoor court using racquet and hard rubber ball. Eye protection recommended.

## PHE 215 Step Aerobics ... 1

Prerequisites: PHE 118

Develops fitness and aerobic capacity by stepping on and off small raised platform repeatedly. Written component may be required. **PHE 216 Muscle Conditioning ... 1** 

Muscle strengthening using available techniques and materials. Written component may be required.

#### PHE 218 Fitness Center II ... 1

Prerequisites: PHE 118

Continued use of selectorized weight equipment and cardiovascular equipment upon review of individual progress in Fitness Center I. Exploration of various fitness variables such as Body Mass Index, body fat analysis, strength levels, and flexibility range will help each to understand fitness level and develop personal program. These activities fulfill the written component.

## PHE 220 Dance Aerobics II ... 1

#### Prerequisites: PHE 114

Continuation of PHE 114. Challenge will include more complicated patterns and higher intensity work level. Written component may be required.

## PHE 221 Self-Defense I ... 1

Unarmed response to dangerous situations using basic fundamentals of defense. Equal time given to mental preparedness and emotional coping with acts of violence. Flexibility and physical conditioning as it applies to self defense. May require written component.

## PHE 222 Beginning Tae Kwon Do ... 1

Basic instruction in group setting by master of this ancient form of discipline and self-defense. Written component may be required. **PHE 230 Intermediate Rock Climbing ... 1** 

Prerequisites: PHE 130

#### Continuation of PHE 130. PHE 231 Self-Defense II ... 1

Prerequisites: PHE 221

Follow-up class to Self Defense I. More advanced situational responses utilizing fundamental skills learned in PHE 221. May require written component.

## PHE 232 Intermediate Tae Kwon Do ... 1

Prerequisites: PHE 222

Continuation of PHE 222. Written component may be required. **PHE 233 Intermediate Cardio Kickboxing ... 1** 

Prerequisites: PHE 133

Continuation of PHE 133. Muscle conditioning and cardiovascular endurance gained through martial arts and boxing moves. Choreographed to music. Written component may be required.

## PHE 240 Creative Dance for Children ... 3

For preschool and elementary teachers; curriculum planning using appropriate dance for children at several stages of motor development. Techniques emphasize self-expression of children as they learn to move and move to learn.

## PHE 250 History and Philosophy of Physical Education and Sport ... 3

History and philosophy of physical education and sport from ancient civilization to the 21st century. Explores changing thought regarding the physical body and the development of physical education.

## PHE 251 Coaching Principles ... 3

Seminar course presenting important principles of coaching sports for novice and veteran coaches. Emphasizes planning, organization, teaching, curriculum design, and risk management. Students completing the course will be eligible to earn coaching certification through the American Sport Education Program (AESEP). Spring and Summer.

## PHE 252 Nutrition for Sports Performance ... 3

Concept and components of nutrition as it relates to physical activity, exercise, and the athlete. A personalized sports specific nutrition action plan will be developed.

## PHE 270 Sociological Aspects of Physical Education and Sport ... 3

Introduction to diverse aspects of sports and sports studies. Study of how culture, values, society, and physical education/sport influence one another. Applied issues include legal, political, economic, cultural, and educational aspects of physical education and sport programs in schools and society.

## PHE 275 Psychological Aspects of Physical Education and Sport ... 3

Introduction to applied sport psychology, mental aspects of sports, and contemporary performance enhancement techniques. Includes theory and practice of sport psychology with mental aspects of training and competition, mental training techniques for psychomotor performance, and basic issues of performance psychology. Study of the following aspects of psychology as they influence performance: learning, practice, motivation, anxiety, perception, motor control, social facilitation, cohesion, retention, transfer, reinforcement, and leadership.

#### PHE 280 Women's Fast-Pitch Varsity Softball ... 1

Prerequisites: Permission of instructor.

Enrollment limited to members of varsity team. PHE 282 Women's Fast Pitch Varsity Softball II ... 1

Prerequisites: Permission of instructor, PHE 280

Women's Fast-Pitch Varsity Softball II is limited to second year members of the varsity team. Credit awarded for varsity athletes during required practices/game season.

### PHE 283 Women's Varsity Soccer ... 1

Prerequisites: Permission of instructor

Limited to members of the women's varsity soccer team. Awards credit for varsity athletes during the required practices/game season. PHE 284 Women's Varsity Soccer II ... 1

Prerequisites: Permission of instructor, PHE 283

Continuation of PHE 283. Women's Varsity Soccer II is limited to second year members of the varsity team. Credit awarded for varsity athletes during the required practices/game season.

#### PHE 290 Men's Varsity Baseball ... 1

Prerequisites: Permission of instructor.

#### Enrollment limited to members of varsity team. PHE 292 Men's Varsity Baseball II ... 1

Prerequisites: Permission of instructor, PHE 290

Continuation of PHE 290. Men's Varsity Baseball II is limited to second year members of the varsity team. Credit awarded for varsity athletes during required practices/game season.

#### PHE 293 Men's Varsity Soccer ... 1

Prerequisites: Permission of instructor.

Limited to members of the men's varsity soccer team. Awards credit for varsity athletes during required practices/game season. **PHE 294 Men's Varsity Soccer II ... 1** 

Prerequisites: Permission of instructor, PHE 293

Continuation of PHE 293. Men's Varsity Soccer II is limited to second year members of the varsity team. Credit awarded for varsity athletes during required practices/game season.

## **Physical Science**

#### PHY 105 Environmental Geology ... 3

Examination of geologic processes and hazards that influence human activities and the geologic aspects of pollution and wastedisposal.

#### PHY 107 Environmental Geology Laboratory ... 1

Exercises focus on environmental and social issues relevant to environmental problems and the effects of human interaction in geologic processes.

Corequisites: PHY 105-Environmental Geology.

#### PHY 111 Introduction to Physical Science ... 3

Introduces the basics in a variety of scientific disciplines including classical (Newtonian) physics, energy, matter and heat, wave behavior, electricity and magnetism, modern physics (the atom and nucleus), geology, and astronomy. Basic high school math/algebra is utilized in portions of this course.

#### PHY 113 Introduction to Physical Science Laboratory ... 1

Laboratory reinforces topics discussed in Physical Science lecture (PHY 111) by utilizing hands-on experimentation.

Corequisites: Preceded or accompanied by PHY 111.

#### PHY 125 Introduction to Physical Geology ... 3

Introduces a basic understanding of topics in physical geology including the unifying theory of plate tectonics, discussions of Earth materials (rocks and minerals), internal processes (volcanism, earthquakes), surface processes (surface and ground water, weathering, erosion), and geologic time. Campus outings will be incorporated to emphasize Missouri geology.

## PHY 127 Introduction to Physical Geology Laboratory ... 1

Laboratory reinforces topics discussed in Physical Geology lecture (PHY 125) by utilizing practical experimentation and observations.

Corequisites: Preceded or accompanied by PHY 125.

## PHY 130 Astronomy ... 3

Nonmathematical introduction to astronomy designed primarily for non-science majors. Topics include the history and cultural impact of astronomy, properties of solar system, and stellar structures. Supplemented by occasional hours of evening observation.

### PHY 131 Astronomy Laboratory ... 1

Analysis and interpretation of astronomical data and observations with telescopes. No prior knowledge of astronomy assumed.

Corequisites: Preceded or accompanied by PHY 130 - Astronomy.

### PHY 145 (previously PHY 225) Historical Geology ... 3

Introduces an understanding of the history of Earth's development including identification and interpretation of sediments, sedimentary rocks and rock structures, environments of deposition, major tectonic and depositional events of North America, and the evolution of life. Campus outings will be incorporated to emphasize Missouri geology.

Corequisites: PHY 147

## PHY 147 (previously PHY 227) Historical Geology Laboratory ... 1

Exercises in interpreting Earth's history by examination of sediments, sedimentary rocks, geologic time, and identification and taxonomic classification of fossils.

Corequisites: PHY 145

## PHY 150 General Physics I ... 3

Prerequisites: MAT 150, or MAT 160

Survey of kinematics, dynamics, energy, momentum, rotational motion, fluids, and thermodynamics. Non-calculus in approach. Three hours of lecture-recitation and two hours of laboratory per week.

Corequisites: PHY 153

#### PHY 151 General Physics II ... 3

Prerequisites: PHY 150, PHY 153

Begins with wave motion, but emphasis on electricity and magnetism. Treats geometric and wave optics. Non-calculus in approach. Three hours of lecture-recitation and two hours of laboratory per week.

Corequisites: PHY 154

#### PHY 153 General Physics I Laboratory ... 1

Experimental component of PHY 150.

Corequisites: PHY 150

#### PHY 154 General Physics II Laboratory ... 1

Prerequisites: PHY 150, PHY 153

Experimental component for PHY 151.

Corequisites: PHY 151

## PHY 250 Engineering Physics I ... 5

Prerequisites: MAT 180

Calculus-based course that teaches fundamentals of mechanics, heat and sound. First of a two-semester sequence required for physical sciences and engineering degrees.

## PHY 251 Engineering Physics II ... 5

Prerequisites: MAT-230 and PHY-250

A calculus-based course that teaches that fundamentals of electricity, magnetism and optics. Second in a two-semester sequence required for physical sciences and engineering degrees.

## PHY 290 Undergraduate Research ... 1-3 hrs

Prerequisites: Consent of Instructor.

Introduction to research techniques and methods used in scientific experimentation. Summer

## **Political Science**

## POL 101 American Government ... 3

Basic concepts of political science with major emphasis on origin, principles, organization, and nature of American federal system and its politics. POL 101 complies with provisions of Section 170.011 RsMo.

### POL 102 State and Local Government ... 3

Examines structure, functions, and operation of American state and local government within context of federalism. POL 102 complies with provisions of Section 170.011 RsMo.

### POL 201 International Relations ... 3

Prerequisites: Any POL, HIS, or GEO.

Study of factors shaping relationships among nations with emphasis upon developing nations and economic, political and environmental issues.

### POL 210 Comparative Politics ... 3

Prerequisites: Any POL, HIS, or GEO.

Analysis of ideologies, political cultures, and governmental structures of several different countries. Political systems of variety of nations chosen for study.

### POL 220 Middle Eastern Politics ... 3

Survey of Middle Eastern countries as well as regional issues and conflicts. Explores political development of the region, including discussions of Islam, nationalism, and international intervention.

#### POL 255 European Politics and Cultures ... 3

Field course about European politics, history, and cultures in the context of a study tour. Explores the history of Europe and future of the European and future of the European Union through readings, films, writing assignments, and other activities. Among cultural issues, deals with the questions of what is ?Europe.? Specific course objectives outlined in learning agreement with the instructor.

### POL 280 Modern Britain ... 3

An introduction to the major aspects of political/social life in modern Britain: social stratification, the British political infrastructure, and dealing with published materials on British socio-political issues.

### POL 296 Political Science Internship ... 3

Prerequisites: POL 101 or POL 102, and instructor's permission.

Students placed in participatory position in government office or community organization. Requires research paper relating to some aspect of internship.

Corequisites: 2.5 GPA and sophomore standing.

## POL 299 Topics in Political Science ... 3

Prerequisites: Instructor's permission.

Exploration of one topic selected by department. Introduction to research techniques and seminar approved as integral part of scholarship.

## **Practical Nursing**

## NPN 100 Personal and Vocational Concepts ... 1

Prerequisites: Acceptance into practical nursing program.

Role of LPN in relationship to other members of health care team. Includes nursing history, professional ethics, and interpersonal relations in today's health care setting. **Corequisites:** NPN 101, NPN 111, NPN 121

## NPN 101 Fundamentals of Nursing ... 7

Prerequisites: Acceptance into practical nursing program.

Emphasis on nursing process as students apply principles of physical, biological, and social sciences. Introduction of basic nutrition and pharmacology. Presents elements of health and disease. Introduces basic concepts of nursing. **Corequisites:** NPN 100, NPN 111, NPN 121, BIO 240, BIO 243, and ENG 096 or ENG 101.

## NPN 102 Maternal-Child Nursing ... 6

Prerequisites: BIO 240, BIO 243, ENG 096 or ENG 101, NPN 100, NPN 101, NPN 111, NPN 121.

Presents family centered approach to pregnancy, birth, and adaptation to extrauterine life. Examines stressors involved in labor and delivery and explores human sexuality and its role in growth and development. Present process of growth and development throughout the life span. Diseases common to the pediatric client. Explores impact on client of psychosocial, physical, and spiritual stressors. Common issues and problems encountered in individual, family, and community living. Environmental and social health factors as related to appropriate developmental stages. Summer.

Corequisites: NPN 112

## NPN 111 Fundamentals of Nursing Laboratory ... 0

Students gain comprehensive knowledge and ability to safely and accurately perform nursing skills in a safe learning environment using multi-media, textbooks, self-direction, demonstrations and lab staff assistance. Included: vital signs, hygiene and medical asepsis, partial ongoing assessment (shift assessment), mobility and medication administration.

Corequisites: NPN 100, NPN 101, NPN 121.

### NPN 112 Maternal-Child Nursing Laboratory ... 0

Students gain comprehensive knowledge and ability to safely and accurately perform nursing skills in a safe learning environment using multi-media, textbooks, self-direction, demonstrations and lab staff assistance. Included: sterile technique, dressing changes, urinary elimination, pediatric care and obstetrical care.

Corequisites: NPN 102

## NPN 121 Fundamentals of Nursing Clinical ... 0

Students care for patients in nursing home, health care center, or hospital. Administration of medications is a part of clinical experience. Eight clinical laboratory hours per week. Included in clinical hours are two clinical post conference hours, one hour for each day of clinical experience.

Corequisites: NPN 101, NPN 111.

## NPN 151 Medical Surgical Nursing I ... 11

Prerequisites: BIO 240, BIO 243, ENG 096, NPN 100, NPN 101, NPN 102, NPN 111, NPN 112, NPN 121.

Emphasis on human growth and development while studying human adaptive and maladaptive responses to disturbances in nutrition and fluid balance, gastrointestinal, and other body systems. Presents illnesses that interfere with these processes throughout life span with focuses on physiological, psychological, psychosocial, and spiritual aspects during each stage of development.

Corequisites: NPN 161, NPN 171, BIO 241, BIO 244, PSY 101.

## NPN 152 Medical Surgical Nursing II ... 8

Prerequisites: BIO 241, BIO 244, PSY 101, NPN 151, NPN 161, NPN 171.

Continuation of study of adaptive and maladaptive responses to internal and external stressors that interfere with wellness and require nursing care. Includes beginning management as well as disturbances in endocrine, reproductive, and other body systems. Presents illnesses that interface with these processes throughout the life span with focus on physiological, psychological, psychosocial, and spiritual aspects during each stage of development.

Corequisites: NPN 162, NPN 172.

## NPN 161 Medical Surgical Nursing I Laboratory ... 0

Students gain comprehensive knowledge and ability to safely and accurately perform nursing skills in a safe learning environment using multi-media, textbooks, self-direction, demonstrations and lab staff assistance. Included: peripheral intravenous therapy, nasogastric insertion, central venous catheters, enteral feedings and ostomy care.

## NPN 162 Medical Surgical Nursing II Laboratory ... 0

Students gain comprehensive knowledge and ability to safely and accurately perform nursing skills in a safe learning environment using multi-media, textbooks, self-direction, demonstrations and lab staff assistance. Included: tracheostomy care and respiratory suctioning.

Corequisites: NPN 152, NPN 172

## NPN 171 Medical Surgical Nursing I Clinical ... 0

Students plan, administer, and evaluate nursing care to patients in both acute and extended care facilities. Observation experiences provided in operating room, recovery room, emergency room, and other hospital and community settings. Thirteen clinical laboratory hours per week. Included in clinical hours are two clinical post conference hours, one hour for each day of clinical experience.

Corequisites: NPN 151, NPN 161

## NPN 172 Medical Surgical Nursing II Clinical ... 0

Beginning management skills to plan, administer, and evaluate nursing care to patients in long term care facilities. Sixteen clinical laboratory hours per week. Included in clinical hours are two clinical post conference hours, one hour for each day of clinical experience. Forty eight hours of preceptorship is included.

Corequisites: NPN 152, NPN 162

## Psychology

## PSY 101 Introduction to Psychology ... 3

Examination of behavioral, cognitive, psychoanalytic, humanistic, and biological viewpoints in psychology. Includes learning principles and applications, perception, motivation, emotions, stress, psychobiology, personality, abnormal behavior, and approaches to therapy.

## PSY 201 Child Psychology ... 3

Prerequisites: PSY 101

Study of human development from conception to adolescence, emphasizing both current and historical approaches to research and theory, genetic and environmental influences on development, and sequence and timing of physical, mental, and personality development throughout years of childhood.

### PSY 210 Human Growth and Development ... 3

Prerequisites: PSY 101

Survey of basis of human growth and development. Review of emotional, mental, physical, and social needs of children, adolescents, and adults. Analysis of multiple factors that influence and shape behavior and personality.

#### PSY 215 Adolescent Psychology ... 3

Prerequisites: PSY 101

Introduction to physical, mental, personality, and social developments unique to adolescence. Focus mainly on factors influencing normal development, but some abnormal behaviors discussed. Biological, psychological, cultural, and historical perspectives considered.

#### PSY 216 Abnormal Psychology ... 3

Prerequisites: PSY 101

Survey of abnormal/deviant behavior, including causes and theories of anxiety disorders, psychoses, mental retardation, drug abuse, sexual disorders, criminal behavior, and other selected topics. Includes discussion of diagnosis, prevention, and treatment of these disorders.

#### PSY 220 Personality Theories ... 3

Prerequisites: PSY 101

Study of major theories of personality with emphasis on developmental influence and integration of behavior. Theories surveyed represent dynamic, humanistic, cognitive, and behavioral perspectives. Issues such as self-concept, structure of personality, social adjustment, self-management, and maladjustment and therapy are considered within context of each theoretical system.

## PSY 225 Psychology of Aging ... 3

Prerequisites: PSY 101

Examination of psychological processes of aging involving sensory, sexual, intellectual, and personality changes in later life with some attention to common mental disorders in the aged.

## PSY 230 Social Psychology ... 3

Prerequisites: PSY 101

Study of social interaction of individuals and psychological principles and concepts involved in these relationships. Discussion of social perceptions, values, attitudes, prejudice, social influence, group dynamics, leadership, and other group processes.

#### PSY 240 Introduction to Applied Behavior Analysis ... 3

Prerequisites: PSY 101

This course is an introduction to applied behavior analysis and the application of behavioral principles and procedures to social challenges. The students will learn about the causes of behavior, basic principles and procedures, and then apply this information to specific content areas or populations.

#### PSY 250 Drugs and Behavior ... 3

Prerequisites: PSY 101

This course will address the many issues related to the use of psychoactive drugs. Students will learn about the biopsychological factors that underlie drug use and abuse while they examine specific individual drugs therapeutic psychoactive properties but also how long-term and/or excessive use modifies brain function. Students will learn how to distinguish between the science of psychopharmacology and the unsubstantiated claims of media, advertising and/or drug culture.

### PSY 255 Brain and Behavior ... 3

Prerequisites: PSY 101

Examination of the human nervous system focusing on the central nervous system, the development and function of nerve cells and the relation between the brain and behavior. Topics include motivation, learning, sensation and perception, movement, emotions and brain dysfunction.

## PSY 290 Special Topics in Psychology ... 1-3 hrs

Selected studies in the field of psychology. Topics may include: psychological aspects of death, gender, issues in forensic psychology, diversity studies, preparation for marriage, child-rearing practices, and various other issues. Course may be repeated as topics vary by semester.

## Reading

#### RDG 080 Spelling I ... 2

Individualized course of study presenting words with basic spelling patterns, complicated consonant patterns, and complicated vowel patterns. Word families and rules for addition of word endings included. Programmed learning techniques utilized.

## RDG 081 Spelling II ... 2

Individualized course of study presenting words with basic spelling patterns, complicated consonant patterns, and complicated vowel patterns. Word families and rules for addition of word endings included. Programmed learning techniques utilized.

#### RDG 083 Vocabulary Improvement ... 2

Individualized course that provides programmed learning to guide through elements of vocabulary development. Includes directed practice in context clues, working with visually similar words and homonyms, and learning commonly misunderstood words.

#### RDG 084 Introduction to College Vocabulary ... 3

Individualized, comprehensive course that provides programmed learning to guide through elements of college-level vocabulary. Includes Latin and Greek derivatives as well as words from fiction, drama, poetry, general literature, psychology, and foreign expressions. Emphasizes communication skills, and includes vocabulary as applied to rhetoric, figures of speech and clear, concise writing.

## RDG 085 Reading Fundamentals ... 3

Prerequisites: reading assessment test.

This course is designed to help students expand the range of their reading comprehension and vocabulary skills with direct practice.

## RDG 090 Vocabulary for College Reading ... 3

Directed practice in college vocabulary skills emphasizing communication skills, figures of speech, rhetoric, and clear and concise writing. Course is ESL friendly.

# RDG 092 Reading Improvement ... 3

Prerequisites: Course required based on assessment test reading scores or pass RDG085

Directed practice in college reading skills; emphasizes word comprehension skills including context clues, dictionary use, and word components as well as paragraph comprehension skills including locating and inferring information.

## RDG 093 Introduction to College Reading ... 3

Prerequisites: Course required based on assessment test reading scores or pass RDG 092.

Provides directed practice in development of college reading skills, emphasizing vocabulary skills, comprehension skills, advanced reading skills, and reading for study. Vocabulary skills include dictionary use, word components and etymology, context clues, and multiple meanings of words. Comprehension skills include main ideas and support words signaling key concepts. Advanced reading skills include critical reading and reading efficiency. Reading for study includes effective textbook study methods, outlining, study mapping, summarizing, and textbook graphics.

## RDG 104 Reading For Non-Native Speakers ... 4

Prerequisites: Compass ESL Listening Test score of 67 to 79 plus placement with the oral interview as required by the Academic ESL Program Coordinator.

Directed practice in college reading skills emphasizing vocabulary, comprehension, critical thinking, reading efficiency and reading across the curriculum for non-native speaking students.

Corequisites: ESL 100, ESL 103 required and a suggested corequisite of ESL 107.

## RDG 106 Advanced Reading for Non-Native Speakers ... 3

Prerequisites: ESL 103/SPE 100,and ESL 104 with a minimum grade of C or better and ESL 100

Directed practice in advanced college reading skills emphasizing discipline specific vocabulary, advanced comprehension, higher level critical thinking skills, improved reading efficiency and reading across the curriculum for second-language students.

Coreguisites: ESL-105, and ESL-108 recommended

#### RDG 111 Reading Across the Disciplines ... 3

Prerequisites: ACT reading test score of 19 OR Compass reading test score of 80 OR Nelson/Denny reading test score of 204 required.

Focus is on improving reading and thinking skills through skill instruction and extensive guided-practice with academic discipline-based readings.

## Sociology

## SOC 101 Introduction to Sociology ... 3

Examines relationship between individual and society in social structure of modern society. Introduction to way in which sociologists interpret and research human behavior. Covers patterns of social interaction and social influences on individual conduct.

## SOC 102 Introduction to Sociological Theory ... 3

Examination of key figures in sociology. Introduction to history of sociology, sociologists, theoretical perspectives, and the classical and contemporary sociological theory and the application of theory to social groups, social interaction, and social institutions.

## SOC 151 Gerontology I ... 3

Overview of normal effects of aging including physical, psychological, and social changes. Problems associated with aging, such as increased dependence, loss of health, financial constraints, loss of friends and spouse, and altered living arrangements. Content presented from perspective of aging person and society as a whole.

## SOC 201 Contemporary Social Issues ... 3

#### Prerequisites: SOC 101

Study of major social problems facing human groups in modern society such as deviance, inequality, war, and overpopulation. Emphasis placed on social problems that arise as result of institutional fluctuations in economy, family, government, religion, science, and technology.

## SOC 210 Sociology of Health and Healthcare ... 3

Prerequisites: SOC 101 or equivalent

Examination of the social, economic, cultural and individual factors in age related health issues. Topics include epidemiology, social structuring of age, healthcare services, policies and programs, as well as relationships between doctors and patients.

## SOC 215 Marriage and the Family ... 3

Prerequisites: SOC 101

Reviews historical development of the family and patterns of intimate relationships in modern society. Analysis of institution of family in terms of relationship to other institutions in society. Specific topics include love, dating, parenting, families in crisis, and alternative lifestyles.

## SOC 221 Sociology of Art ... 3

Prerequisites: SOC 101, ENG 101

Major trends in art examined in relationship to socio-historical developments. Art seen as both comment on and reflection of society. Team taught by sociology instructor and art instructor. **Corequisites:** Suggested corequisite: ART 101 or ART 150.

### SOC 224 Sex, Gender, and Society ... 3

Prerequisites: SOC 101

Focus on analysis of women and men in society and culture. Multiple disciplines examined as means to study social processes through which sex roles develop and are acquired. Examines individual and social consequences of sex differences and sex inequality.

### SOC 241 Sociology Through Literature ... 3

Prerequisites: SOC 101, ENG 101

Application of sociological concepts to literature to analyze literature as social commentary. Variety of literary selections used to analyze socio-historical events and movements.

#### SOC 251 Aspects of Aging ... 3

Prerequisites: SOC 101

Focus on social variables and forces that affect the aging process. Topics include sociological theories of aging, technological and social change and effects on environment of older people, and prejudice and discrimination against elderly.

## SOC 290 Readings in Sociology ... 3

Prerequisites: SOC 101, ENG 101

Focus on specific social phenomenon. Topic varies depending on semester and instructor. Students encouraged to suggest topics of interest.

## Spanish

#### SPN 101 Spanish Language and Culture I ... 4

Beginning Spanish course that presents basic language skills of speaking, listening comprehension, reading and writing, with emphasis on effective linguistic functioning in real situations. Opportunity provided for audio-lingual practice outside of class.

#### SPN 102 Spanish Language and Culture II ... 4

**Prerequisites:** SPN 101 or 1 to 1 1/2 years minimum high school language study. A grade of C or better in the prerequisite course is recommended.

Continuation of Spanish 101.

#### SPN 190 Topics in Spanish Language and Culture II ... 1-3 hrs

Exploration of special topics and/or activities in 100 level Spanish language and culture. Prerequisite and corequisite dependant on topic.

## SPN 195 Spanish Language and Civilization Experiences ... 1-9 hrs

Involves travel and/or study within Hispanic or Latin American culture area. May have prerequisites and may be repeated for credit. **SPN 201 Spanish Language and Culture III ... 4** 

**Prerequisites:** SPN 102 or 1 1/2 to 2 years minimum high school language study. A grade of C or better in the prerequisite course is recommended.

Follow up to SPN 102. Provides expanded opportunities for listening, speaking, reading, and writing. Opportunity provided for audiolingual practice outside of class.

## SPN 202 Spanish Conversation and Composition ... 4

**Prerequisites:** SPN 201 or two years minimum high school language study. A grade of C or better in the prerequisite course is recommended.

Intensive one-semester course focusing on conversational skills, grammar review and composition. Exploration of role of Hispanic world.

## SPN 215 Reading in Spanish ... 3

Prerequisites: SPN 201 or two years of high school Spanish. A grade of C or better in the prerequisite course is recommended.

Reading and discussion of various short selections and at least one complete work in the original Spanish.

### SPN 220 Latin American Culture and Civilization ... 3

**Prerequisites:** SPN 202 or three to four years high school language study. A grade of C or better in the prerequisite course is recommended.

Overview of history, geography, culture and social development of peoples of Latin America . Exercises and activities reinforce and develop Spanish language skills. (Taught in Spanish.)

## SPN 230 Spanish Culture and Civilization ... 3

**Prerequisites:** SPN 202 or three to four years high school language study. A grade of C or better in the prerequisite course is recommended.

Overview of history, geography, culture, and social development of peoples of the Iberian Peninsula. Exercises and activities reinforce and develop Spanish language skills. (Taught in Spanish.)

### SPN 290 Topics in Intermediate Spanish Language and Culture ... 1-6 hrs

Prerequisites: Dependant on topic.

Exploration of special topics in 200 level Spanish language and culture. Prerequisite and corequisite dependant on topic. **Corequisites:** Dependant on topic.

# Speech

## SPE 100 Pronunciation and Communication for Non-Native Speakers ... 4

For the non-native speaker of English, this course focuses on pronunciation improvement. By learning the American style of intonation, rhythm, speech production, and syllable stress, speech will be more understandable, articulate and expressive. Small group and individual communication activities, both speaking and listening, will reinforce these skills. This course is open to non-native speakers of English who are at an intermediate level or above. Students must take the Compass ESL test.

Corequisites: ESL 100, ESL 104 and suggested Co-requisite ESL 107

## SPE 101 Oral Communication ... 3

Focus on importance of communication competence in a variety of situations. Topics include verbal and nonverbal communication, listening, perception, self-concept, small group communication, and public speaking. Students required to prepare and present three to four graded oral presentations.

## SPE 102 Public Speaking ... 3

Prerequisites: SPE 101

In-depth look at art of public speaking. Expands knowledge of ideas and concepts presented in SPE 101. Focus on presenting additional types of speeches, including business and organizational, ceremonial, speeches of tribute, acceptance, and toasting. **SPE 103 Persuasion ... 3** 

Skills necessary to become informed and critical consumer of persuasive messages. Persuasion examined through popular culture, advertising, politics, and mass media. Insights given into language use and symbols, nonverbal communication, and cultural and psychological approaches to persuasion.

## SPE 104 Small Group Communication ... 3

Study of process of group communication. Focus on group development, group roles, decision-making, leadership, power, and conflict management. How to be more productive member of group by acquiring skills to enhance group interaction.

# SPE 105 Interviewing ... 3

Focuses on art of interviewing in variety of contexts. Topics include types and uses of questions, common question pitfalls, listening, verbal and nonverbal communication, and specialized types of interviews such as journalistic, survey, persuasive, employment, performance review, counseling, and health care.

## SPE 110 Interpersonal Communication ... 3

How to become more informed and skillful communicators in diverse social world and more aware of how and why misunderstandings arise in communication among people whose dissimilar backgrounds and identities lead them to have different views about what communication means and does. Topics include dealing with difficult people, expression of emotions, assertiveness training, and conflict management.

## SPE 115 Voice and Diction ... 3

Prerequisites: SPE 101

Study of the development and understanding of respiration, phonation, resonation, articulation, and diction. Credit not available for both SPE 115 and THE 115.

#### SPE 200 Argumentation and Debate ... 3

Prerequisites: SPE 101

The discovery, support, and critical evaluation of intelligent arguments and decisions. Studies argument, evidence, reasoning, and oral advocacy; includes investigation, research, and critical analysis of claims and establishment of truth through proof.

### SPE 205 Gender Communication ... 3

Answers to questions that confound women's and men's attempts to communicate with each other. Topics include gender construction through one's culture, portrayal of men and women in media, male and female approaches to conversation, role of power and empowerment in marriage and families, gender relations in workplace, and men and women in education.

## SPE 210 Oral Interpretation ... 3

Prerequisites: SPE 101

Basic study of the principles of oral interpretation and their application performance. Credit not available for both SPE 210 and THE 210.

### SPE 215 Intercultural Communication ... 3

Explores issues related to intercultural communication process. Considers important role of context (social, cultural, and historical) in intercultural interactions. Topics include stereotyping, prejudice, ethnocentrism, social class and religious identities, folk culture, power, and intercultural conflict.

#### SPE 225 Professional Communication ... 3

Prerequisites: SPE 101

Role of and development of professional communication skills intrinsic to the workplace. Focus is on the development of theoretical and performance competencies in interpersonal communication, small group communication, organizational communication and public communication. Includes understanding organizational diversity and ethics; improving listening skills; enhancing interviewing skills; managing group meetings and teamwork; and presentation of informational and persuasive proposals via enhancement of verbal, vocal and visual strategies.

## Theater/Film

## THE 115 Voice and Diction ... 3

Prerequisites: SPE 101

Study of the development and understanding of respiration, phonation, resonation, articulation, and diction. Credit not available for both SPE 115 and THE 115.

## THE 122 Introduction to Theater ... 3

Emphasizes appreciation of theater as one of living arts. Surveys theater history and dramatic theory from Greeks to present Broadway. Includes lectures, films and discussions on the practitioners and work. Requires attendance at live theater productions.

## THE 123 Introduction to Cinema ... 3

Introduction to history, theory and criticism of film. Explores American and European film traditions. Major genres, authors and artists, and directing and production styles. Viewing of numerous films representative of various genres and directing styles.

#### THE 124 History of Film ... 3

History of cinema from late 19th century beginnings to present. Attention given its technological, economic and artistic issues. Classic films of various directors and countries. Weekly viewings required.

## THE 126 Maior Themes in Film ... 3

Focus on film theme. Among possibilities 1) genre films such as gangster film, western film and musical, 2) socially significant topics such as women and minorities in film, or 3) major styles or movements in film such as Film Noir or French New Wave. Topics change annually. Viewing time required

## THE 128 Fundamentals of Acting ... 3

Introduction to developing oral and physical communication through exercises, improvisation, and scene work. Theories of acting introduced. Attendance at live theater productions required.

#### THE 140 Stagecraft ... 3

Introduction to basic fundamentals of stagecraft in scenery, lighting, costumes, and other areas of technical theater. Emphasis on practical application, with expectation to participate in technical production of college plays.

#### THE 143 Tap Dance I ... 1

A beginning dance course that covers the basic tap dance techniques. Tap dance step combinations are used to develop an understanding of coordination, rhythmic variations and performance skills. Tap shoes are required.

### THE 144 Modern Dance I ... 1

A basic movement course emphasizing beginning and essential elements of dance. Course explores specific technique and terminology. Emphasis is placed on expression and creativity through dance movement.

## THE 145 Jazz Dance I ... 1

Using the basic elements of jazz dance, movements designed to increase range of motion, strength, endurance, agility, coordination, stability, line and spacial awareness will be emphasized. The dance elements of time, force, space, dynamics, expression and more will be incorporated.

### THE 210 Oral Interpretation ... 3

Prerequisites: SPE 101

Basic study of the principles of oral interpretation and their application performance. Credit not available for both SPE 210 and THE 210.

## THE 228 Acting II ... 3

#### Prerequisites: THE 128

Continuation of introduction to acting class. More advanced scene work and polishing of audition techniques. Attendance at live theater production required.

#### THE 229 History of American Theater I ... 3

Study of American musical theater from its origins through Rodgers & Hammerstein. Students taking this course may not receive credit for MUS 113.

#### THE 230 History of American Musical Theater ... 3

Study of American musical theater from Rodgers and Hammerstein to the present.

#### THE 240 Introduction to Theater Design ... 3

Prerequisites: THE 140

Introduction to theater design in areas of scenery, lighting, and costume design. Exploration of fundamentals of design conception and communication through analysis, research, writing and project work.

### THE 259 Music Theater Workshop I ... 1

Performance-oriented workshop experience that studies acting styles as applied to a song. Covers various styles and periods of musical theater.

Corequisites: MUS/THE 229

### THE 260 Music Theater Workshop ... 1

Performance-oriented workshop experience that studies acting styles as applied to a song. Covers various styles and periods of musical theater.

Corequisites: THE 230/MUS 230

#### THE 270 Acting Practicum ... 1-3 hrs

Prerequisites: THE 128 and instructor's signature

Theories and techniques of acting and stagecraft applied in college productions.

# THE 271 Stagecraft Practicum I ... 1-3 hrs

Prerequisites: THE 140 and instructor's signature

Practical application of technical theater to college productions.

## THE 299 Topics in Theater ... 1-3

This course will be offered on an as needed basis to accommodate special projects.

## Welding

## WLD 101 Introduction to Welding ... 3

This covers basic work, health and safety information involved in the profession of welding, including the interpretation of welding symbols and sketches or drawings, and fabricating parts from sketches or drawings.

Corequisites: WLD 111

## WLD 111 Thermal Cutting ... 2

In this course students will learn to set up and perform straight square edge, shape square edge and straight bevel edge manual oxyfuel gas cuts (OFC) and plasma arc cuts (PAC) on various metals, perform OFC scarfing and gouging operations on carbon steel, and inspect and repair equipment used in cutting operations.

Corequisites: WLD 101

## WLD 121 Shielded Metal Arc Welding I ... 4

Prerequisites: WLD 101; WLD 111

In this course students will learn the basic skills and knowledge needed to set up Shielded Metal Arc Welding (SMAW) equipment, choose appropriate electrodes, and perform SMAW operations on carbon steel.

#### WLD 122 Shielded Metal Arc Welding II ... 4

Prerequisites: WLD 121

This course expands on the techniques learned in WLD 121. Advanced welding techniques in Shielded Metal Arc Welding (SMAW) required of AWS Advanced level welders will be covered.

## WLD 125 Welding Inspection and Testing ... 2

Prerequisites: WLD 101; WLD 111; WLD 121

This welding class covers weld inspections and weld testing practices for the new welder; including how to examine cut surfaces and edges of prepared base metal parts; how to examine tack, root passes, intermediate layers, and completed welds.

#### WLD 131 Gas Metal Arc Welding I ... 4

Prerequisites: WLD 101; WLD 111

In this course students will learn the basic skills and knowledge needed to set up Gas Metal Arc Welding (GMAW) equipment, choose appropriate electrodes, and perform GMAW-S and GMAW (spray) operations on carbon steel.

## WLD 132 Gas Metal Arc Welding II ... 4

Prerequisites: WLD 131

This course expands on the techniques learned in WLD 131. Advanced welding techniques in Gas Metal Arc Welding (GMAW) required of AWS Advanced level welders will be covered.

#### WLD 141 Flux Cored Arc Welding I ... 4

Prerequisites: WLD 101; WLD 111

In this course students will learn the basic skills and knowledge needed to set up Flux Cored Arc Welding (FCAW) equipment, choose appropriate electrodes, and perform FCAW-G/GM and FCAW-S operations on carbon fuel.

## WLD 142 Flux Cored Arc Welding II ... 4

Prerequisites: WLD 141

This course expands on the techniques learned in WLD 141. Advanced welding techniques in Flux Cored Arc Welding (FCAW) required of AWS Advanced level welders will be covered.

## WLD 151 Gas Tungsten Arc Welding I ... 4

Prerequisites: WLD 101; WLD 111

In this course students will learn the basic skills and knowledge needed to set up Gas Tungsten Arc Welding (GTAW) equipment, choose appropriate electrodes and perform GTAW operations on carbon steel, austenitic stainless steel, and aluminum.

#### WLD 152 Gas Tungsten Arc Welding II ... 4

#### Prerequisites: WLD 151

This course expands on the techniques learned in WLD 151. Advanced welding techniques in Gas Tungsten Arc Welding (GTAW) required of AWS Advanced level welders will be covered.