

1999

UTB/TSC Undergraduate Catalog 1999-2001

University of Texas at Brownsville

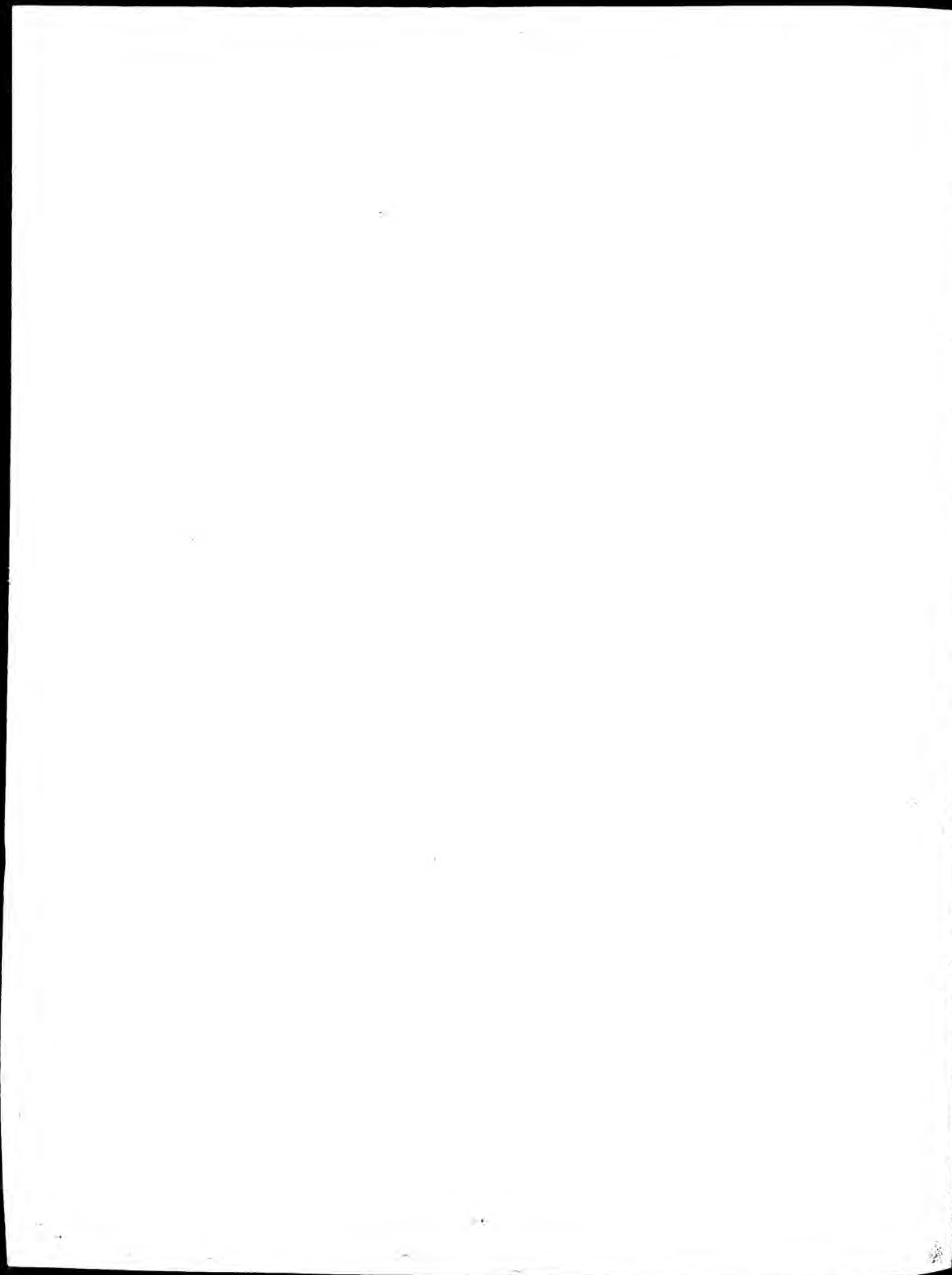
Texas Southmost College

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THE UNIVERSITY OF TEXAS AT BROWNSVILLE
and
TEXAS SOUTHMOST COLLEGE

1999-2001

Undergraduate Catalog

History & Operation of the Partnership

The University of Texas at Brownsville and Texas Southmost College have entered into a bold new partnership to provide expanding educational opportunities in the Lower Rio Grande Valley and the state. This creative initiative is designed to improve the continuity, quality, and efficiency of the educational programs and support services offered by the University and the College.

It combines the administrative, instructional and support services of the upper-level university and the community college and eliminates the artificial barriers between them. Continued program development, new program implementation, systemic cooperation with local schools, and partnerships with other institutions of higher learning are major goals of this emerging partnership.

Texas Southmost College was created by the Brownsville Independent School District in 1926. It was the second community college to be founded in the state of Texas. Originally known as the Junior College of the Lower Rio Grande Valley, its name was changed in 1931 to Brownsville Junior College. Upon the establishment of the Southmost Union Junior College District in 1949, it was renamed Texas Southmost College.

The bill that created The University of Texas at Brownsville in 1991 also authorized it to enter into a partnership arrangement with Texas Southmost College. The partnership was created under the provisions of Chapter 51, Subchapter L of the Texas Education Code. The establishment of that partnership and its operational implementation in the Fall of 1992 began the history of The University of Texas at Brownsville in partnership with Texas Southmost College.

The Partnership has its foundation in the establishment of two higher education institutions: The University of Texas at Brownsville and Texas Southmost College. The University of Texas at Brownsville and the Partnership were created by the Texas legislature in May 1991. The foundation for The University of Texas at Brownsville was laid in 1973 when Pan American University opened a Center on the campus of Texas Southmost College to teach upper-level and graduate courses. In 1977, the Legislature approved the establishment of Pan American University at Brownsville as an upper-level center. In 1989, Pan American University at Brownsville became a part of the University of Texas System as a consequence of The University of Texas-Pan American merger. This was the prelude to the establishment in 1991 of what is today – The University of Texas at Brownsville, a free-standing, upper-division university.

The governing boards of The University of Texas at Brownsville and Texas Southmost College each retain their statutory responsibilities. The University of Texas at Brownsville and the Partnership are governed by the nine-member Board of Regents of the UT System appointed by the Governor. The Southmost Union Junior College District is governed by a seven-member board elected at large from the ad valorem taxing district of the college, which includes most of Cameron County. Chapter 51 of the Texas Education Code also provided for the governing board of each institution to appoint members to a Partnership Advisory Committee which is composed of three members from each board. This committee makes recommendations concerning the development of coordinated programs and services to meet the needs of the communities served by the Partnership.

The operation of the Partnership consolidates the administrative, instructional and support services of the two institutions. Under the provisions of the Partnership, Texas Southmost College retains all of its property and assets. The University of Texas at Brownsville leases needed facilities from the District. Through this unique partnership arrangement, The University of Texas at Brownsville and Texas Southmost College have embarked on a quest to provide the finest educational opportunities that their consolidated resources can create.

Mission and Philosophy Statement

The University of Texas at Brownsville & Texas Southmost College Partnership

The Mission

The mission of The University of Texas at Brownsville and Texas Southmost College (UTB/TSC) Partnership is to provide accessible, affordable, postsecondary education of high quality, to conduct research which expands knowledge and to present programs of continuing education, public service, and cultural value to meet the needs of the community. The partnership combines the strengths of the community college and those of an upper-level university by increasing student access and eliminating interinstitutional barriers while fulfilling the distinctive responsibilities of each type of institution.

The University of Texas at Brownsville and Texas Southmost College Partnership offers Certificate, Associate, Baccalaureate, and Master's degrees in liberal arts and sciences, and in professional programs designed to meet student demand and regional needs. UTB/TSC also supports the delivery of doctoral programs through cooperative agreements with doctoral degree-granting institutions.

UTB/TSC places excellence in learning and teaching at the core of its commitments. It seeks to help students at all levels develop the skills of critical thinking, quantitative analysis, and effective communications which will sustain lifelong learning. It seeks to be a community university which respects the dignity of each learner and addresses the needs of the entire community.

UTB/TSC advances economic and social development, enhances the quality of life, fosters respect for the environment, provides for personal enrichment, and expands knowledge through programs of research, service, continuing education and training. It convenes the cultures of its community, fosters an appreciation of the unique heritage of the Lower Rio Grande Valley and encourages the development and application of bilingual abilities in its students. It provides academic leadership to the intellectual, cultural, social and economic life of the binational urban region it serves.

The Philosophy

UTB/TSC is committed to excellence. It is dedicated to stewardship, service, openness, accessibility, efficiency, and citizenship. UTB/TSC is committed to students, participatory governance, liberal education, the expansion of the application of knowledge, human dignity, the convening of cultures and respect for the environment.

About the Cover...

A cloud forest on a mountaintop, a biological research station unlike any in the world, Rancho del Cielo is a very special place. Located in the mountains of Tamaulipas, Mexico, this remote 63-year-acre plant and animal research center is proudly operated by the Gorgas Science Foundation at UTB/TSC.

Rancho del Cielo is home to an incomparable range of species and since this cloud forest habitat was first visited by small groups of TSC students in the 1960s, Rancho del Cielo has inspired thousands of visitors with its unique flora and fauna and its spectacular natural setting.

The University of Texas at Brownsville

The University of Texas at Brownsville is part of the The University of Texas System. The University's offerings are approved by the Coordinating Board and The University of Texas System. The University of Texas at Brownsville is approved for teacher education by the Texas Education Agency.

Accreditations

The University of Texas at Brownsville is accredited by the Commission on Colleges of the Southern Association of Colleges and Schools to award bachelor's and master's degrees.

Affiliations

- American Association of Colleges for Teacher Education
- American Council on Education
- Association of American Colleges
- Association of Texas Colleges and Universities
- Southern Association of Colleges and Schools

Texas Southmost College

Texas Southmost College's offerings are approved by the Coordinating Board, Texas College and University System, and the Texas Education Agency. Texas Southmost College is authorized under federal law to enroll non-immigrant alien students.

Accreditations

Texas Southmost College is accredited by the Commission on Colleges of the Southern Association of Colleges and Schools to award associate level degrees.

Affiliations

- Texas Association of Community Colleges
- Association of Texas Colleges and Universities
- Southern Association of Colleges and Schools
- American Association of Community and Junior Colleges

Disclaimer

This catalog is a general information publication only. It is not intended to nor does it contain all regulations that relate to students. The provisions of this catalog do not constitute a contract, express or implied, between any applicant, student or faculty member, Texas Southmost College and The University of Texas at Brownsville or The University of Texas System. The University of Texas at Brownsville and Texas Southmost College reserve the right to withdraw courses at any time, to change fees or tuition, calendar, curriculum, degree requirements, graduation procedures, and any other requirements affecting students. Changes will become effective whenever the proper authorities so determine and will apply to both prospective students and those already enrolled.

Statement of Equal Opportunity

To the extent provided by applicable law, no person shall be excluded from participation in, denied the benefits of, or be subject to discrimination under, any program or activity sponsored or conducted by Texas Southmost College and The University of Texas System or any of its component institutions on the basis of race, color, national origin, religion, sex, age, veteran status, or disability.

Additional information regarding the University's non-discrimination policy may be found in the HOOP, §3.1. Complaints of discrimination should be resolved in accordance with the procedures set forth in the HOOP, 3.1 (A9).

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GENERAL INFORMATION

General Education Core Curriculum

General education core curriculum requirements apply to all Associate in Arts, Associate in Science and baccalaureate degrees.¹

General Education Core Curriculum • 48 semester credit hours

Communication • 9 hours

- 6 hours of Composition:
ENGL 1301 and
ENGL 1302 or ENGL 2311
- 3 hours of Speech: Any three-hour SPCH course

Mathematics • 3 hours

- 3 hours of Math: MATH 1314, MATH 1324, MATH 1332, or a higher-level math course

Natural Sciences • 8 hours

- 8 hours of Natural and/or Physical Sciences²

Humanities & Visual and Performing Arts • 6 hours

- 3 hours of Literature
- 3 hours of Music Appreciation/Music Literature or Art Appreciation/Art History

Social and Behavioral Sciences • 15 hours

- 6 hours of U.S. History: HIST 1301 and HIST 1302
- 6 hours of Political Science: GOVT 2301 and GOVT 2302
- 3 hours of Behavioral Science:

Sociology:
SOCI 1301 SOCI 2319

Anthropology:
ANTH 2351

Psychology:
PSYC 2301

Economics:
ECON 2301

Geography:
GEOG 1303

Modern Language • 6 hours

- 6 hours of the same modern language other than English at the 1000-level or higher³

Kinesiology • 1 hour

- 1 hour of any health/wellness or activity course

Certificates

The Board of Trustees of Texas Southmost College grants the following certificates:

Certificate of Proficiency Occupational Training Certificate

Students must obtain a certificate according to the requirements for graduation described in the catalog of the year in which they entered UTB/TSC, or some later catalog. However, students must graduate within six years from the academic year of entrance or they must be placed under the provisions of a later catalog. Students may choose to graduate under a current catalog. Students wishing to obtain a certificate must complete an official Program of Study Declaration. Declarations of program of study and changes of program of study must be approved by the appropriate

academic advisor. Information concerning programs of study and program of study declaration may be obtained at the Academic Advising Center in Tandy Hall #214.

Occupational Training Certificate

Occupational Training Certificates require completion of the prescribed curriculum for one of the occupational training programs.

Certificate of Proficiency

Certificates of Proficiency require completing the curriculum for one of the occupational and technical programs.

Associate Degrees

The Board of Trustees of Texas Southmost College grants the following degrees:

- Associate in Applied Science degree
- Associate in Arts in Business Administration degree
- Associate in Arts degree
- Associate in Arts in Social Work degree
- Associate in Fine Arts degree

All course requirements for the associate degree programs listed above are established within the College, School, or Department in which the program of study falls. These requirements are listed elsewhere in this catalog by the various Departments of UTB/TSC. For detailed information, a student should contact the Department responsible for administering the program of study.

Associate Degree Requirements

Students must obtain a degree according to the requirements for graduation described in the catalog of the year in which they entered UTB/TSC, or some later catalog. However, students must graduate within six years from the academic year of entrance or they must be placed under the provisions of a later catalog. Students may choose to graduate under a current catalog. Students wishing to obtain an associate degree must complete an official Program of Study Declaration. Declarations of program of study and changes of program of study must be approved by the appropriate academic advisor. Information concerning programs of study and program of study declaration may be obtained at the Academic Advising Center in Tandy Hall #214.

To graduate, students must:

1. Satisfy admission requirements.
2. Satisfy the Texas Academic Skills Program (TASP) requirements.
3. Have a cumulative 2.0 GPA in courses at TSC and in transfer courses used to satisfy graduation requirements.
4. Complete at least 24 semester credit hours in residence at UTB/TSC, including 12 of the last 18.
5. Have at least 18 hours of sophomore rank. Upon approval by the Vice President for Academic Affairs, students who earn 53 semester credit hours or more at UTB/TSC may complete up to nine hours of the graduation requirements at another accredited institution, transfer these hours back to UTB/TSC, and be graduated from this institution at the next regular graduation exercise. Students have one year from the date of last attendance at UTB/TSC to graduate under this policy.
6. Complete the requirements for one of the associate degrees listed in this catalog.

Exceptions to any requirement for graduation are allowed only with the written permission of the Vice President for Academic Affairs.

Associate in Arts Degree

The Associate in Arts degree requires completion of at least 62 semester credit hours, including the Core Curriculum.

Associate in Fine Arts Degree

The Associate in Fine Arts degree requires completion of at least 62 semester credit hours of college credit including a General Education Foundation comprised of elements of the Core Curriculum.

Associate in Arts in Social Work Degree

The Associate in Arts Degree in Social Work is designed to prepare students for paraprofessional employment in a social service agency and to provide the necessary foundation to continue studies towards a baccalaureate degree in Social Work.

Associate in Arts in Business Administration Degree

The Associate in Arts in Business Administration degree program provides the first two years of a baccalaureate degree program in business. Students should verify with a counselor the transferability of courses and refer to the School of Business for additional courses required for the baccalaureate degree.

Associate in Applied Science Degree

Associate in Applied Science degrees require completion of the prescribed curriculum for one of the degree programs.

Subsequent Associate Degrees and Multiple Majors

Students may receive only one Associate in Applied Science or Associate in Arts degree, although they may earn multiple majors in that degree. Students may receive an additional associate degree of a different type and major (e.g., A.A.S. students may earn an A.A. degree and A.A. degree students may earn an A.A.S. degree).

To earn an additional associate degree, a student shall:

- complete a minimum of 15 hours of credit at UTB/TSC beyond the first degree, and
- complete all requirements for the additional degree(s), including grade point average requirements, elective courses, etc. as set forth in this catalog.

To earn an additional major in an associate degree, a student shall:

- complete a minimum of 15 hours of credit at UTB/TSC beyond the first degree, and
- complete all requirements for the additional major(s) as set forth in this catalog.

Guarantee for Transfer Credit

Texas Southmost College guarantees to its Associate of Arts graduates and other students who have met the requirements of a 60 credit hour transfer plan, the transferability of course credits to those Texas colleges or universities which are listed in the Texas Southmost College Course Selection Guides. If such courses are rejected by the college or the university, the student may take tuition-free alternate courses and course related fees at Texas Southmost College which are acceptable to the college or university.

Special conditions which apply to the guarantee are as follows:

1. Transferability means the acceptance of credits towards a specific major and degree. Courses must be identified by the receiving university as transferable and applicable in course Selection Guides dated 1994-95 or later,
2. Limitations of the total number of credits accepted in transfer, grades required, relevant grade point average, and duration of transfer ability apply are subject to the limitations stated in the catalog of receiving institution, and
3. The guarantee applies to courses included in a written transfer or degree plan - which includes the institution to which the student will transfer, the baccalaureate major and degree sought, and the date such a decision was made - which must be filed with Texas Southmost College.

Guarantee for Job Competency

If an Associate in Applied Science (A.A.S.) graduate is judged by his/her employer to be lacking in technical job skills identified as exit competencies for his/her specific degree program, the graduate will be provided up to nine tuition-free credit hours and course related fees of additional skill training by Texas Southmost College under the conditions of the guarantee policy.

Special conditions which apply to the guarantee are as follows:

1. The graduate must have earned the A.A.S. Degree beginning May, 1995 or thereafter in an occupational program identified in the Texas Southmost College catalog.
2. The graduate must have completed the A.A.S. Degree at Texas Southmost College (with a majority of the credits being earned at Texas Southmost College) and must have completed the degree within a four-year time span.
3. Graduates must be employed full-time in an area directly related to the area of program concentration as certified by the Vice President for Academic Affairs.
4. Employment must commence within 12 months of graduation.
5. The employer must certify in writing that the employee is lacking entry-level skills identified by Texas Southmost College as the employee's program competencies and must specify the areas of deficiency within 90 days of the graduate's initial employment.
6. The employer, graduate, division dean, job placement counselor, and appropriate faculty member will develop a written educational plan for retraining.
7. Retraining will be limited to nine credit hours related to the identified skill deficiency and to those classes regularly scheduled during the period covered by the retraining plan.
8. All retraining must be completed within 12 months from the time the educational plan is agreed upon.
9. The guarantee does not imply that the graduate will pass any licensing or qualifying examination for a particular career.
10. Students sole remedy against Texas Southmost College and its employees for skill deficiencies shall be limited to nine credit hours of tuition-free education under conditions described above.
11. The program can be initiated through a written agreement with the office of the UTB/TSC President.

Baccalaureate Degrees

The University of Texas at Brownsville awards the following baccalaureate degrees:

- Bachelor of Applied Arts and Sciences
- Bachelor of Arts
- Bachelor of Business Administration
- Bachelor of Science
- Bachelor of Science in Criminal Justice
- Bachelor of Science in Nursing

All course requirements for a baccalaureate degree in any of the disciplines are established within the College, School, or Department in which the discipline falls. These requirements are listed elsewhere in this catalog by the various Departments of UTB/TSC. For detailed information, a student should contact the Department in which he/she is majoring.

Baccalaureate Degree Requirements

Specific requirements for each major field are listed in the catalog sections dealing with these majors.

It is the responsibility of students to be familiar with all the requirements for the degree.

1. A minimum of 124 semester credit hours including a minimum of 36 advanced hours is required, with an overall minimum grade point average of 2.00.
2. A minimum grade point average of 2.00 in the Core Curriculum, the major field and the minor field is required. Graduates who seek certification as elementary or secondary teachers must have a minimum grade point average of 2.50.
3. Students may meet the requirements for graduation in the catalog of the year in which they enter UTB/TSC, or some later catalog. However, students must graduate within eight years from the academic year of entrance or they must be placed under the provisions of a later catalog. Any changes in a program of study to comply with a later catalog must be approved by the Vice President for Academic Affairs.
4. a. A major field of concentration requires a minimum of 30 semester credit hours, with at least 15 hours of advanced-level work.
b. A minor field requires at least 18 semester credit hours with a minimum of nine semester hours of advanced-level work.
c. Courses may not be used to satisfy a requirement for both a major and a minor or for two majors or for two minors.
5. The major-minor or broad-field major course distribution must follow the requirements set forth by the various departments, subject to any limitations and requirements noted under the baccalaureate degrees and these Graduation Requirements, or in published form issued by the various departments.
6. At least 25 of the total hours of course work required by UTB/TSC for the baccalaureate degree must be taken in residence at UTB/TSC and at least the last 24 semester credit hours of course work must be taken at UTB/TSC. At least 21 hours of advanced course work must be taken in residence at UTB/TSC.
7. After students declare a major, a program of study approved by the student's academic advisor must be on file with the Dean of the School or College before the deadline for applying for a degree. Any deviations from a program of study must be approved by the Dean of the School or College.
8. An application for a degree must be filed by the student with the Director of Enrollment on or before the date specified in the UTB/TSC calendar.
9. A maximum of 45 semester credit hours of college credit will be accepted towards a baccalaureate degree by any combination of extension, examination and correspondence credit with an 18-hour

limit on correspondence credit. No credit will be awarded for "life experience" except in the case of the Bachelor of Applied Arts and Sciences degree.

Students graduating with their first baccalaureate degrees may be eligible for a tuition rebate. See "Tuition Rebate Program" for more information about this opportunity.

Subsequent Baccalaureate Degrees

Students holding a baccalaureate degree may receive an additional baccalaureate degree of a different type and major (e.g., if the first degree was a B.A., the second may be a B.S., a B.B.A., a B.A.A.S., etc.). Students holding a baccalaureate degree from another accredited institution may receive an additional baccalaureate degree in a different major from UTB/TSC. Such students continue to be classified as undergraduates and must:

- complete a minimum of 30 semester credit hours of credit at UTB/TSC (of which at least 12 must be for advanced courses, with at least six of the advanced hours in the major field) for each baccalaureate degree sought beyond the first;
 - complete all requirements for the additional major(s) as set forth in this catalog; and
 - complete all requirements for the additional degree(s), including grade point average requirements, elective courses, and advanced courses as set forth in this catalog.
- Students earning a baccalaureate degree may also earn a minor in different fields of study by meeting all of the requirements for the major and minor fields. Courses may not be used to satisfy a requirement for both a major and a minor or for two majors and for two minors.

Teacher Certification

To be approved for the provisional or professional teacher's certificate or other administrative certificates, students must comply with the "State Board of Education Rules for Teacher Education." Current copies of those rules may be obtained from the Texas Education Agency or the UTB/TSC School of Education.

For education programs leading to Teaching Certifications refer to the School of Education section of this catalog.

Master's Degrees

- Master of Arts
- Master of Arts in Interdisciplinary Studies
- Master of Business Administration
- Master of Education
- Master of Science in Interdisciplinary Studies

For more information on master's degree programs, see the Graduate Catalog.

Student Responsibility

Students are expected to inform themselves thoroughly about the regulations and the course requirements for degrees and to inquire in case of doubt.

It will not be UTB/TSC responsibility if complications arise because students fail to follow regulations and requirements. Regulations will not be waived nor exceptions to requirements made on a plea of ignorance of the regulation or requirement. Therefore, students should become familiar with all of the information related to their programs contained in the Undergraduate Catalog and Student Guide.

Because procedural changes and changes in regulations and requirements may be made from time to time, students should work directly with their departmental advisor concerning course requirements and options, deficien-

cies, course sequencing, and special regulations. Requests to waive regulations and/or requirements should be directed in writing to the department chair and the Dean of the School or College, who will notify the student of the decision concerning the request.

All students by registering enter a School or College of UTB/TSC and, except in disciplinary matters, are responsible to the Dean of their School or College. Deans have jurisdiction over students' programs of study and degree requirements.

Student Conduct

Students capable of doing university work are assumed to be aware of generally accepted rules of good conduct. Good conduct is expected at all times. Students are expected to be courteous, tolerant of others, and honest.

Students may be dismissed from the institution for misconduct, for dishonesty, for lack of seriousness of purpose, for unsatisfactory work, or for general undesirability as university students.

On recommendation of the instructor concerned and with the approval of the Dean, students may at any time be dropped from courses for failure to meet the attendance requirements or other good cause. This may result in a "W" or an "F" on the student's permanent record.

For more detailed information on codes of student conduct and discipline, see the Student Guide, which is available at the Student Activities Office.

Student Discipline

By enrolling, students neither lose the right nor escape responsibilities of citizenship. All students are expected to comply with state and federal laws, the Rules and Regulations of the Board of Regents of The University of Texas System, UTB regulations, TSC regulations, and instructions issued by administrative officials in the course of their duties.

When students violate the prescribed codes of behavior, disciplinary action may be initiated through the Office of the Vice President for Student Affairs.

Information about the rules of conduct, due process procedures and disciplinary penalties is published in the University of Texas System Board of Regents' Rules and Regulations at Part One, Chapter VI, Section 3 and HOOP, §§ 6.4.1 and 6.4.2. Copies of these documents are available in the Office of the Vice President for Student Affairs. Student disciplinary information is also published in the *Student Guide*.

Academic Policies

Academic Adjustment

UTB/TSC is prepared to make appropriate academic adjustments and reasonable modifications to policies and practices in order to allow the full participation of students with disabilities in the same programs and activities available to non-disabled students. It is the responsibility of the student with a disability to initiate the request. The student may request course substitutions or modification of degree requirements by addressing a letter to the Chairman of the Department involved. The letter should contain the student's name, address, phone number, ID number, major or minor, the specific substitution/modification request, and reason for the request. The request should document specific and pertinent disability information. The request must be received at least 14 days before the end of late registration for a decision to be given for that semester.

Advanced Level Work

Courses numbered either 3000 or 4000 are called advanced or upper-division courses. Students may not enroll in any upper-division course until they have successfully completed the TASP test. Normally, students with less than 60 semester credit hours may enroll in 3000 or 4000 courses only

when their schedules include enough lower level work to total at least 60 semester credit hours in addition to the upper level courses for which they wish to enroll. Approval of the Department Chair or Dean is required if the conditions above are not met for advanced level enrollment.

Adds and Drops

A student may add or drop a course during the first week of classes in the Fall and Spring semesters. After the Add and Drop period, a student may add or drop a course for academic reasons only with permission of the appropriate Dean. The determination of the Dean is final.

Students may not drop developmental courses except under extenuating personal circumstances and with the approval of the Director of Counseling and Guidance. After the Add/Drop period, a student may withdraw with a "W" from an academic course before the deadline at the Enrollment Office located at Tandy Hall 105. A student's financial aid may be affected when withdrawing from a class. Students should be advised that the state legislature has capped the number of developmental hours the state will fund at 27 and the number of undergraduate credit hours at 170. Courses dropped after the twelfth class day count against those totals.

Attendance and Absences

Students are expected to be diligent in their studies and regular in class attendance. Students are responsible for all class work and assignments. The number of absences permitted in any one course varies with instructor and course. Attendance requirements are printed in the course syllabus and announced by the instructor at the initial class meeting. On recommendation of the instructor concerned and with the approval of the Dean, students may at any time be dropped from courses for failure to meet the attendance requirements or other good cause. This may result in a "W" or an "WF" on the student's permanent record.

UTB/TSC will allow a student who is absent from classes for the observance of a religious holy day to take an examination or complete an assignment scheduled for that day within a reasonable time after the absence, if, not later than the 15th day of the semester, the student notifies the instructor of each class the student has scheduled on that date that the student will be absent for a religious holy day. "Religious holy day" means a holy day observed by a religion whose places of worship are exempt from property taxation under Section 11.20, Tax Code. The student's notification must be in writing and must be delivered by the student personally to the instructor of each class, with receipt of the notification acknowledged and dated by the instructor or by certified mail, return receipt requested, addressed to the instructor of each class.

Auditing Courses

Audit enrollment is on a space available basis for courses that have been designated as suitable for audit by the Dean of the College or School. Not all courses are available for audit. Students may not enter courses for audit until the seventh day after classes have begun. Those who wish to audit should contact the Office of Enrollment and pay the appropriate audit fee at the Business Office. There is no charge for people 65 years and older. Audit fees are nonrefundable.

Audit students do not receive credit. An audit intention cannot be changed to credit nor can credit courses be changed to audit. Audit work cannot be used toward diploma or degree requirements. Enrollment as an auditor does not permit enrollees to take examinations, have tests or other papers checked by the instructor or participate in required oral recitations, etc.

Cheating

Students are expected to be above reproach in all scholastic activities. Students who engage in scholastic dishonesty are subject to disciplinary penalties, including the possibility of failure in the course and expulsion. "Scholastic dishonesty" includes but is not limited to cheating, plagiarism, collusion, the submission for credit for any work or materials that are attributable in whole or in part to another person, taking an examination for

another person, any act designed to give unfair advantage to a student or the attempt to commit such acts." (Regents Rules and Regulations, Part One, Chapter VI, Section 3, Subsection 3.2, Subdivision 3.22.)

Since scholastic dishonesty harms the individual, all students and the integrity of UTB/TSC, policies on scholastic dishonesty will be strictly enforced.

Classification of Students

Students are classified according to the number of semester credit hours of university credit they have earned.

- Freshman – credit for fewer than 30 semester hours.
- Sophomores – credit for 30-59 semester hours.
- Juniors – credit for 60-89 semester hours.
- Seniors – credit for 90 or more semester hours.
- Special (or Post Baccalaureate) Students – a bachelor's degree but enrolled in undergraduate courses.
- Graduate Students – an undergraduate degree and have been accepted in a Master's Degree program.
- Special Graduate Students – a graduate degree and are continuing in a graduate program.

Co-requisite

A co-requisite is a course which must be taken together with another course during the same enrollment period or session. All co-requisites are included with the course listings in this catalog.

Course Load

For each regular semester a an undergraduate student may enroll for no more than 18 semester credit hours. For each summer term an undergraduate student may enroll for no more than 8 semester credit hours. Enrollment in more than 18 semester hours in a regular semester or 8 in a single summer session requires authorization by the appropriate Dean.

Course Numbers

Courses are numbered to show both the collegiate level at which they are offered and the semester hour value of the course. The first digit shows the level and the second digit shows the credit hours. The last two digits are departmental designations.

- 1000 courses are at the freshman level – lower division
- 2000 courses are at the sophomore level – lower division
- 3000 courses are at the junior level – upper division
- 4000 courses are at the senior level – upper division
- 5000 courses are at the graduate level (Students cannot receive credit in a 5000 level course if they already have credit for a comparable 4000 level course.)
- 6000 courses are at the graduate level

For example the catalog entry, SPAN 3301, means that the course is given at the junior level and carries three hours of credit per semester.

Course Schedule

A Course Schedule booklet is published before telephone registration each Fall, Spring and Summer semester. Class changes from the schedule, such as reassignment of instructors, closing, consolidating, dividing, or equalizing teacher loads may be made for the convenience of UTB/TSC. Listings are subject to change without notice.

Credit

The unit of credit (cr) for academic and technical courses is the semester hour. The total credit hour value (also referred to as "semester hour value, semester credit hours or credit hours") of a course usually indicates the number of class hours it meets each week for one semester. During the long session, most courses meet three hours each week for three semester hours of credit. Courses requiring laboratory work meet additional hours at specified times.

Final Examinations

Final examinations are held at the end of each semester. Examinations must be taken according to the published schedule unless prior approval has been obtained and alternative arrangements have been made. Approval will be granted only under rare circumstances. Students who miss an examination for reasons beyond their control should notify the instructor and/or the appropriate Department Chair immediately.

Full-Time Undergraduate Student

Undergraduate students enrolled for at least 12 semester credit hours of credit during a regular semester or at least six semester credit hours of credit during a summer session are full-time students.

Grades

The following grades are used to designate achievement in classwork. Their corresponding grade values are indicated.

Grade	Explanation	Grade Points Per Semester Hour
A	Excellent	4.00
B	Good	3.00
C	Average	2.00
D	Below Average	1.00 (Not used in graduate courses)
F	Failure	0
G	Must Repeat Course	Not used in computing GPA (Developmental courses only)
I	Incomplete	Not used in computing GPA
P	Pass	Not used in computing GPA
Cr	Credit	Not used in computing GPA (Advanced Placement and CLEP credit only)
NR	No Grade Reported	Not used in computing GPA (Enrollment Office use only)
S	Satisfactory	Not used in computing GPA (Non-course based remediation only)
U	Unsatisfactory	Not used in computing GPA (Non-course based remediation only)
W	Withdrawal	Not used in computing GPA

Grades are awarded in courses in which students are officially enrolled after the last day to withdraw from a course without receiving a grade. This deadline to withdraw, one week before the beginning of final exams, is specified in the Academic Calendar for each enrollment period. Students who do not withdraw before the deadline may not be given a "W" on the final grade sheet.

Final grades are available to students within 24 hours after all final exam grades have been submitted to the respective Dean's offices after the end of each semester. Grade reports are not mailed to students. Students interested in obtaining their grades over the telephone may call 982-5800 during the times designated in the course schedule.

Grade Point Averages (GPA)

Grade point averages are computed by dividing the total grade points earned by the total semester hours attempted.

Method of Calculating:			
Course	No.	Grade	Hours
English	2302	A	3 sem. hours
Mathematics	4316	D	3 sem. hours
History	3314	A	3 sem. hours
Chemistry	3403	B	4 sem. hours
Kinesiology	1101	B	1 sem. hour
Total hours attempted			14 sem. hours
Total grade points			42
Total grade points	+	Total semester hours attempted =	GPA
42	+	14	= 3.00

Grade Changes

If an error in computation, evaluation or recording warrants a grade change, the instructor may process a grade change form through his/her Department Chair. If the grade change is made after graduation, for a course taken prior to graduation, the change request form must have written justification by the instructor, recommendation of the Department Chair, and approval by the Dean.

Graduation Application

Degrees are not awarded automatically upon completion of scholastic requirements. To be considered as a candidate for a degree, a student must submit an application for a degree to the Enrollment Office. Check the class schedule for deadline dates for submitting applications.

Students graduating with their first baccalaureate degrees may be eligible for a tuition rebate. See "Tuition Rebate Program" for more information about this opportunity.

Graduation GPA

Graduation GPA is calculated on all credit course work attempted. Developmental course work is not included. For calculation, refer to Grades and Grade Point Averages scale.

Graduation Under a Specific Catalog

Undergraduate students may meet the requirements for graduation that are listed in the catalog of the year in which they entered, or some later catalog. However, Baccalaureate students must graduate within eight years from commencement of collegiate work, and Associate/Certificate students must graduate within six years from the academic year of entrance, or they must be placed under the provisions of a later catalog. Any changes in a program of study to comply with a later catalog must be approved by the appropriate Dean.

Grievances, Academic Grade Appeals

Course grade grievances must be initiated by contacting the instructor or individual with whom the grievance arose within 30 days. An effort to resolve the matter informally should be made. If the student is not satisfied with the decision, the student may appeal in writing within 21 days to the Chair of the Department from which the grade was issued. Disputes not satisfactorily resolved within 21 days may be appealed in writing to the School or College Dean who will render the final decision.

Grievances, Academic Other Than Grade Appeals

In attempting to resolve any student grievance, it is the obligation of the student first to make a serious effort to resolve the matter with the individual with whom the grievance originated. Grievances are appealed in a timely manner to the Department Chair, the Dean, and the Vice President for Academic Affairs. If the matter remains unresolved at this level, the student may make a final appeal to the President. Appeals must be submitted in writing.

Grievances, Non-Academic

In attempting to resolve any student grievance, it is the obligation of the student first to make a serious effort to resolve the matter with the individual with whom the grievance originated. Non-academic grievances are appealed in a timely manner to the Department Chair or Office Director, the Dean if appropriate, then to the Vice President for Academic Affairs, Vice President for Student Affairs, or Vice President for Business Affairs. If the matter remains unresolved at this level, the student may make a final appeal to the President. Appeals must be submitted in writing.

Identification Cards

Student identification cards for semester credit hour students are issued by the Circulation Desk at the Library. Use of the Student ID Card is governed by the following conditions:

- The card remains the property of the institution and must be surrendered to any administrative official or Campus Police officer or guard of UTB/TSC on demand.
- The card must be presented for:
 - admission to any school- or faculty-sponsored activity,
 - admission to all athletic events,
 - voting in campus elections and referendums,
 - use of computer services,
 - use of the library,
 - disbursement of Financial Aid checks, and
 - receipt of transcripts at the Enrollment Office.
- The card is nontransferable. Loss or mutilation must be reported to the Circulation Desk at the Library. A charge of \$5.00 will be made for replacement.
- ID Card photographs may be taken at any time during the library's regular hours. ID Cards must be validated each semester the student is enrolled. A current valid Statement of Charges is required to obtain a photo ID or validate an ID Card.

Immunization Requirements

The following immunizations are required for all students who are enrolled in health-related courses which will involve direct patient contact in medical or dental care facilities or who come in contact with human biological fluids or tissue. Students for whom these immunizations are not required by the institution are strongly urged to obtain these immunizations for their own protection.

- Measles: proof of two doses of measles vaccine administered on or after the first birthday and at least 30 days apart or proof of immunity,
- Mumps: proof of one dose of mumps vaccine administered on or after the first birthday or proof of immunity,
- Rubella: proof of one dose administered on or after the first birthday or proof of immunity,
- Tetanus/diphtheria: proof of one "booster" dose of tetanus/diphtheria (within 10 years),
- Hepatitis B virus (HBV): proof of serologic immunity to HBV or certification of immunization with a complete series of Hepatitis B vaccine. Students will be required to present a letter or other suitable written certification.

Students enrolled at TSC and UT System institutions will assume the full cost of the immunizations. Individual schools may require other immunizations. Proof that they have taken a polio vaccine is required for Students in the Emergency Medical Technology, Radiologic Technology, and Medical Laboratory Technology programs.

Inquiries concerning supplemental immunization requirements should be directed to Student Health Services. Certain exemptions are allowed from the immunization requirements; Students should contact the Office of Student Health Services for information.

Incomplete Grades

A grade of "I" may be given when students have not completed the required course work within the allotted time of a regular semester or summer session if the instructor determines that the reasons for the work being incomplete are valid and that the grade of "I" is justified. A written agreement between the student and the instructor specifying the work to be made up and the deadline for its accomplishment must be filed in the office of the Department Chair at the time that the "I" is submitted. The work agreed upon must be satisfactorily completed and the "I" changed no later than the end of the next regular (Fall or Spring) semester from the date the

"I" was received unless an extension is requested by the instructor, or the grade will automatically be recorded as "F" on the official transcript.

A student will not be given an "I" grade to allow

- time to prepare course work in addition to that assigned to the entire class;
- time to repeat the entire course; or
- opportunity to raise a grade.

Incomplete grades are not issued for student or faculty convenience, they may be issued only in the case of compelling, nonacademic circumstances beyond the student's control.

Pass/Fail Option

Students enrolled in a Kinesiology activity course may take the course for the traditional letter grade (e.g. A, B, C, etc.) or may elect to take it on a Pass/Fail basis. To exercise the Pass/Fail option, students must petition to do so no later than the deadlines announced in the Academic Calendar. Petitions are made at the Enrollment Office.

Prerequisite

Prerequisites are specified requirements that must be met before students may enroll in a course. Specific prerequisites are listed in course descriptions.

Quality of Work

While a grade of D is considered passing in a subject, an overall average of 2.0 is required for graduation. A Grade of C or better may be required in other courses, departments or degree programs. For example, students must have at least a C in each freshman-level English course and College Algebra. Students must also make an average of 2.0 in both their major and minor fields.

Students who expect to be certified as teachers must have a grade point average of 2.50 in both their major and minor fields.

Registration

To attend classes, students must first register or enroll for the courses they wish to attend and pay all appropriate tuition and fees. Students must complete all admission procedures prior to registration. Information on registration dates and times is listed in the Academic Calendar and the printed course schedule for each semester session. Information on registration procedures and deadlines may be obtained at the Academic Advising Center or at the Enrollment Office in Tandy Hall.

Repeated Courses

When a course is repeated, only the last grade and hours earned are used to calculate the grade point average. (Graduate courses follow a different method of calculation.)

Required Courses

All courses in students' programs of study are required courses and must be completed for the student to receive a degree or certificate. Most courses are sequenced from less advanced to more advanced courses and should be taken in the order suggested. Assistance with course selection and information on required courses and sequencing may be obtained in the Academic Advising Center. In addition, students may be required to take certain developmental courses based on assessment scores or TASP scores before they are allowed to enroll in more advanced courses.

Semester Credit Hour

Credit is measured in semester hours. Ordinarily, a class that meets one 50-minute period per week for a semester will carry a credit of one semester hour. Since most of the classes meet three periods, or their equivalent, each week, these classes carry three semester hours of credit. Two or three laboratory hours per week are usually required for one semester hour of laboratory credit.

Sessions

Refer to Academic Program Calendar.

The Academic Year: The academic year is divided into two semesters - Fall and Spring semesters. Each semester meets for classes approximately 150 minutes per week for 16 weeks.

The Summer Session: The summer session is divided into two terms - Summer I and Summer II. Each sessions meets for classes approximately 500 minutes per week for five weeks.

Withdrawing From Classes

After the official record date, students may withdraw from classes other than developmental classes and receive a "W" on their permanent records. This deadline to withdraw, one week before the beginning of final examinations, is specified in the Academic Calendar for each enrollment period. Students who do not withdraw before the deadline may not be given a "W" on the final grade sheet.

The Drop/Add form must be date-stamped by the Enrollment Office for the drop/add to become official. The student is responsible for ensuring that the drop/add form is received at the Enrollment Office by the withdrawal deadline specified.

At the instructor's discretion, and consistent with the policy stated on the course syllabus, an instructor may withdraw a student from class for non-attendance. An instructor-initiated withdrawal will result in a "W" or an "F" on the student's permanent record.

Standards of Work

Policies regarding standards of student work differ for students in undergraduate programs.

Academic Programs

Cumulative GPA and Scholastic Standards

All grades earned at UTB and TSC are used to calculate the student's Grade Point Average (GPA). In the case of a repeated course, the last grade recorded will be used in determining grade point average. The Scholastic Standards chart, based on cumulative GPA, indicates Good Standing, Conditional Progress, Scholastic Probation, and Scholastic Suspension.

Cumulative GPA (All Hours Taken)

Total Hrs.	Good Scholastic Standing	Conditional Progress	Scholastic Probation	Scholastic Suspension
1-30	2.00 and above	1.60-1.99	Below 1.60	Below 1.60 & below 2.0 for current semester
31-59	2.00 and above	1.75-1.99	Below 1.75	Below 1.75 & below 2.0 for current semester
60+	2.00 and above	NA	Below 2.00	Below 2.00 & below 2.0 for current semester

Good Standing

Students in *Good Standing* maintain a 2.0 and above GPA.

Conditional Progress

Students making *Conditional Progress* maintain a minimum GPA for the number of hours taken. (Refer to *Scholastic Standards chart*.) Students planning to transfer to another college or university should consult that institution's catalog to determine GPA requirements for admission. Conditional Progress also means that a student is proceeding in a satisfactory manner toward fulfilling degree or certificate requirements in a course of study.

Scholastic Probation

Academic probation and suspension will be determined in the Fall or Spring semester on the basis of the cumulative GPA. Students whose cumulative GPA falls below the scholastic standards prescribed for Conditional Progress will be placed on Scholastic Probation for the next enrollment period.

Students whose cumulative GPA in subsequent enrollment periods is lower than required for Conditional Progress, but is at least the GPA required for probation, continue on probation. To be removed from probation, students must meet the required cumulative GPA for Conditional Progress.

Scholastic Suspension

Students whose cumulative GPA falls below the scholastic standards prescribed for probation are suspended. Students placed on scholastic suspension may appeal to the Admissions Committee for permission to continue to enroll on a conditional basis. (See "Appeal of Scholastic Suspension" below.)

First Scholastic Suspension

Students placed on suspension for the first time will not be allowed to re-enroll for the next enrollment period (one long semester or the next summer sessions).

Second Subsequent Suspensions

Students placed on scholastic suspension for the second time will not be allowed to re-enroll for one year.

Appeal of Scholastic Suspension

Students placed on scholastic suspension may appeal to the Admissions Committee for permission to enroll on a conditional basis. The appeals process has two parts, a written appeal and an appearance before the Admissions Committee.

Written Appeal

The written appeal to the Admissions Committee must explain extenuating circumstances which kept the student from meeting required academic standards. The written appeal must be submitted to the Admissions Committee before the late registration process begins for the semester in which the student seeks to enroll on a conditional basis.

Appearance Before the Admissions Committee

The appearance before the Admissions Committee must be made before the end of the late registration process for the semester in which the student seeks to enroll on a conditional basis.

To schedule an appointment with the Admissions Committee, contact the Counseling and Guidance Center in Tandy #205.

Scholastic Standards To Receive Financial Aid from Federal Programs and/or VA Training Benefits

Scholastic standards to receive federal financial aid differ for students who have earned fewer than 60 hours and for students who have earned 60 or more credit hours.

Students who have earned fewer than 60 credit hours must pass 80% of the courses they attempt.

Students who have earned 60 or more credit hours must pass 100% of the courses they attempt.

Failure to comply with these standards will result in suspension of financial aid. Students may appeal suspension of financial aid.

Suspension from Financial Aid

Financial aid will be suspended by one credit hour for each credit hour below the minimum number of credit hours which the student fails to pass.

The formulas for determining the length of time a student will be suspended from financial aid are complex. For more specific information, students should contact the Financial Aid Office in Tandy 206 or at 544-8277.

Appeal of Suspension from Financial Aid

To appeal suspension from financial aid, students must submit to the Financial Aid Office a written appeal documenting unusual circumstances that prevented them from meeting scholastic standards and/or which warrant continued financial aid. The appeal must be submitted two months before the start of the semester for which they want to receive financial aid.

Scholastic Honors

Honor Student Recognition

Each semester students with noteworthy scholastic achievement are recognized by publication of the President's List and the Dean's List.

President's List: Full-time students who earn a 4.0 semester grade point average.

Dean's List: Full-time students who earn a 3.5 to 3.99 semester grade point average.

Phi Theta Kappa: Candidates for membership must have completed 12 semester hours of Associate Degree work with a grade point average of 3.5, possess recognized qualities of leadership, and be recommended by a member of the faculty. Members must maintain a 3.25 grade point average after initiation. Membership is noted on students' official transcripts. Members are recognized at UTB/TSC awards ceremony and may wear the Phi Theta Kappa gold stole and tassel at commencement. The purpose of the local Alpha Mu Chapter is to promote scholarship, develop leadership skills, and cultivate fellowship among qualified students.

Alpha Chi: Alpha Chi, a national college scholarship honor society founded in 1922, represents the highest academic honor on any member campus. The objectives of Alpha Chi are to promote and to recognize superior scholarship and those elements of character that make for effective service. Membership in Alpha Chi is limited to no more than 10 percent of the junior and senior classes in the academic divisions of colleges and universities. Students must have at least a 3.5 overall grade point average to be invited to become members of the Texas Alpha Omicron Chapter of Alpha Chi at UTB/TSC.

Honors in Graduation

At the time of graduation, students will be recognized for sustained scholastic excellence by graduating with appropriate honors. Honors will be determined by a student's cumulative grade point average on all university-level undergraduate hours taken, including transfer hours. If courses have been repeated, the last grade recorded will be used in determining grade point average. Honors are as follows:

Summa Cum Laude:	3.90-4.00
Magna Cum Laude:	3.70-3.89
Cum Laude:	3.50-3.69

Testing Policies

UTB/TSC is a test center for the Institutional Testing Services for numerous national standardized examinations. They include:

- American College Test (ACT)
- Scholastic Aptitude Test (SAT)
- Texas Academic Skills Program Test (TASP) – paper and pencil, computer-based
- Graduate Record Examination (GRE) – computer-based
- Graduate Management Admissions Test (GMAT) – computer-based
- Credit by Examination Testing Program
- Local Advanced Placement (LAP)
- Medical College Admissions Test (MCAT)
- Test of English as a Foreign Language (TOEFL) – computer-based
- Quick TASP

UTB/TSC also has applications for the Law School Admission Test (LSAT).

Descriptions on some tests are included below. For more information, contact the Testing Office at 544-8875.

Advanced Placement Examination Program

High school students who have taken college-level courses while in high school may earn college credit by successfully completing the Advanced Placement Examination in those subjects. Students should consult with their high school counselors for details of this program. These examinations are administered in some high schools during the third week of May of each year. Not all high schools offer college-level courses, however, and not all high schools administer the Advanced Placement Examinations.

Courses For Which Credit May Be Earned By Examination

Advanced Placement Test	Minimum Score required	Course Equivalent(s)	Credit Hours
Calculus AB	3	MATH 2313	3
Calculus BC	3	MATH 2314	3
Chemistry	3	CHEM 1311 & 1312	6
Computer Science A	3	COSC 2300	3
English: Lang. & Comp.	3	ENGL 1301	3
English: Lit. & Comp.	3	ENGL 1301	3
European History	3	HIST 2311 & 2312	6
French Language	3	FREN 1311 & 1312	6
German Language	3	GERM 1311 & 1312	6
History of Art	3	ARTS 1303	3
Music Theory	3	MUSI 1306	3
Physics B	3	PHYS 1301 & 1302	6
Physics C	3	PHYS 2325 & 2326	6
Psychology	3	PSYC 2301	3
Spanish Language	3	SPAN 1313	3
	4	SPAN 1313 & 1314	6
	5	SPAN 1313, 1314, 2311	9
Statistics	3	PSYC 2317	3
U.S. Government	3	GOVT 2301	3

Assessment Test

The assessment program is designed to provide effective educational services by identifying students' strengths and weaknesses in basic skills. The assessment information is used to provide advisement and placement in courses which will best help students improve skills in English, reading, and mathematics. Assessment and certain minimal scores may also be criteria for selection into various University programs.

Appropriate reading and English skills are a prerequisite for entering academic courses with the exception of mathematics, Spanish, English as a Second Language, art, music, and speech. Appropriate mathematics skills are a prerequisite for entering academic courses in mathematics. Passing scores in the assessment battery are reviewed periodically and are subject to change.

Assessment is mandatory for all new full-time and part-time students except:

- students enrolling in courses for self-enrichment (Maximum 9 hours),
- students having a bachelor's degree, or
- students enrolling only in Continuing Education courses.

Students with disabilities who will require accommodations on the Assessment test must present proof of disability to the Testing Office in a timely manner.

College Level Examination Program (CLEP)

Students seeking information about the CLEP Examinations should contact the Testing Office.

Applicants may take CLEP test(s) to have scores sent directly to UTB/TSC or to other universities. Applicants should contact the university to which they plan to submit scores before registering for a test. It is the applicant's responsibility to select the correct test(s) acceptable by the university to which they plan to submit scores, to know the procedures for applying for credit, and to know the applicability of possible credit to the degree plan.

CLEP General Test	Minimum Score required	Course Equivalent(s)	Credit Hours
English Comp. w/ Essay	420	ENGL 1301	3
<i>This test available only January, April, June, and October</i>			
CLEP Subject Test	Minimum Score required	Course Equivalent(s)	Credit Hours
American Government	47	GOVT 2302	3
American History I	45	HIST 1301	3
American History II	45	HIST 1302	3
Calculus w/Elem. Functions	47	MATH 2313	3
College Algebra	46	MATH 1314	3
English Literature	46	ENGL 2322 & 2323	6
General Biology	46	BIOL 1406 & 1407	8
General Chemistry	47	CHEM 1311 & 1312	6
Introductory Accounting	53	ACCT 2401 & 2402	8
Introductory Business Law	57	BUSI 3337	3
Introductory Psychology	47	PSYC 2301	3
Introductory Sociology	47	SOCI 1301	3
Principles of Macroeconomics	55	ECON 2301	3
Principles of Management	53	MANA 3361	3
Principles of Marketing	53	MARK 3371	3
Principles of Microeconomics	54	ECON 2302	3
Trigonometry	50	MATH 1316	3
Western Civilization I	46	HIST 2311	3
Western Civilization II	47	HIST 2312	3

Credit by Examination

Some students may have taken college level courses while in high school or may have mastered subject areas in nontraditional ways. In such cases, credit is granted when such learning is demonstrated in various standardized examinations.

It is the responsibility of students to have their test scores sent to the Testing Office to be considered for credit by examination. Credit earned by examination is entered on the student's permanent record with a special designation.

Credit by examination is also offered subject to the following general limitations:

1. All former and current students are eligible for credit. New students may be eligible for credit provided they are enrolled for the next regular enrollment period (semester, quarter, or summer session) and are not, at that time, concurrently enrolled in high school.

2. Credit by examination may not be:

- earned for any course in which a student is currently enrolled.
- earned in any course for which a student previously has received a grade either in this or any other university.
- earned in any subject in which the student already has credit for the same or a more advanced course in the subject.
- earned in any course which has prerequisites unless the prerequisites have been fulfilled prior to the submission of examination scores. This does not preclude the possibility of meeting a sophomore standing prerequisite either by examination or by a combination of course work and examination.
- used to reduce the general degree requirement to have completed in residence of at least 24 semester credit hours, including at least 12 of the last 18.

In case of doubt regarding eligibility for credit by examination, the Appropriate Department Chair and Dean will make the final decision. Examinations may not be repeated within one year.

Specific information about any of the testing programs may be obtained at the Testing Office in Tandy Hall.

Texas Academic Skills Program (TASP)

The TASP test is designed to measure college readiness in reading, writing and mathematics.

In accordance with *Texas Education Code*, §51.306, all students in the following categories who enter public institutions of higher education and have not earned at least three college-level semester credit hours before Fall 1989 must take the TASP test:

- All full-time and part-time freshman enrolled in a certificate program or degree program; and
- Any other student, including transfers from private or out-of-state institutions, prior to the accumulation of nine or more college-level semester credit hours or the equivalent in a Texas public institution of higher education.

The law exempts the following categories of students:

- those who have earned at least three college-level semester credit hours before Fall 1989.
- those who have a composite score on the TAAS, ACT, or SAT at or above the level set by the Texas Higher Education Coordinating Board:
 - ACT: composite score of 23 with a minimum of 19 on both the English and the mathematics tests; or
 - SAT: combined verbal and mathematics score of 1070 with a minimum of 500 on both the verbal and the mathematics tests (recentered scale for tests taken April 1995 and thereafter); or
 - SAT: for tests taken prior to April 1995, a combined verbal and mathematics score of 970, with a minimum of 420 on the verbal test and 470 on the mathematics test; or
 - TAAS: a minimum scale score of 1770 on the writing test, a Texas Learning Index (TLI) of 86 on the mathematics test and 89 on the reading test.

For exemption purposes, a TAAS score is valid for three years and an SAT or ACT score is valid for five years. Tests may be retaken but scores meeting or exceeding the standards must be achieved on a single test administration.

- blind and deaf students until September 1, 1995. Effective this date, blind students must take the TASP test, but only if the test is administered with proper accommodations, and deaf students must take the Stanford Achievement Test as nationally normed on the hearing-impaired population by Gallaudet University.
- those in certificate programs of less than one year.
- those who enroll on a temporary basis and are also enrolled in a private or independent institution of higher education or an out-of-state institution of higher education or have graduated from an institution of higher education when the appropriate documentation is submitted by the 12th class day for a Fall or Spring semester and by the fourth class day for the first or second summer session.

Students with three or more semester credit hours or the equivalent awarded prior to the Fall semester 1989 are exempt from the Texas Academic Skills Program regardless of any election pursuant to the "academic fresh start" statute, §51.929, *Texas Education Code*. An institution may also exempt a person 55 years of age or over who is not seeking a degree or certificate.

A student whose performance on the TASP is below the standard set by the Coordinating Board for a tested skill area must participate in an advising and remediation program and unless excepted pursuant to law or regulation, may not enroll in upper-division courses, completion of which would give the student 60 or more semester credit hours, until the student meets or exceeds the minimum standards set in all test sections.

All sections of the TASP must be passed prior to completion and award of a certificate or degree.

Additional TASP information, including the rules adopted by the Texas Higher Education Coordinating Board, and information about special provisions relating to certain disabilities, is available at The Testing Office, Tandy Hall #216.

No student may withdraw from a developmental course except under extenuating circumstances and with the permission of the appropriate Dean. When students have taken all developmental courses required by policy in reading, writing, and/or math, and then failed a portion of the TASP test, they will be required to enroll in remedial courses.

Financial aid recipients should consult a Financial Aid advisor before withdrawing from remedial courses.

Transfer Student Requirements

Students who are enrolling on a temporary basis only may be exempt from these requirements when appropriate documentation is submitted.

Students who are enrolling on a temporary basis only may be waived from these requirements when appropriate documentation is submitted. For information, visit the Testing Office in Tandy #216.

Students transferring to UTB/TSC from a private or out-of-state institution must meet TASP requirements prior to being allowed to enroll in any collegiate-level work. Students who transfer to UTB/TSC with 60 or more semester credit hours or the equivalent must take and pass all sections of TASP or an approved alternative prior to enrolling in any upper-division coursework. Students who fail one or more sections of TASP or an approved alternative will be limited to lower division and developmental coursework only.

Students transferring from a Texas public institution to UTB/TSC are responsible for ensuring that UTB/TSC receives an official TASP score. Official scores are:

1. Sent directly from the testing company or
2. Reported on an official transcript.

Other TASP rules:

1. Students who fail one or more parts of the TASP test must register for developmental courses or enroll in developmental programs in each area they failed until they meet standards set by the State of Texas for each part of the TASP test. Standards are set by the Texas Higher Education Coordinating Board and are subject to change.

2. Students who have not passed all parts of the TASP test may not register for any 3000- or 4000-level courses if the number of college hours they already have earned plus the number of hours for which they wish to register totals 60 or more.

3. The TASP test must be repeated by students who fail one or more parts. Only the section(s) failed must be repeated.

4. Concurrent enrollment students and international students are subject to the same TASP requirements as all other students.

5. TASP scores are considered official only if they are sent directly from the testing company to UTB/TSC, or if they appear on an official transcript from another Texas college or university.

Additional TASP information, including the rules adopted by the Texas Higher Education Coordinating Board, and information about special provisions related to certain disabilities, is available in the Testing Office and the Enrollment Office at UTB/TSC.

A student who initially fails one or more sections of the TASP test must successfully complete the developmental program(s) prescribed by the institution and must then retake the appropriate sections of the TASP test. A student who fails to retake may then be allowed to take a collegiate level course approved by the Board in Section 5.318(b) below. A student who earns a grade of "B" or better in such a course in the skill area in which a deficit was assessed shall not be required to achieve the minimum passing standard on the TASP test and shall not be prohibited from graduating or continuing with his/her program of study.

The following are the freshman-level credit courses approved by the Board in accordance with *Texas Education Code, §51.306(g)*:

Writing

- ENGL 1301 Composition I, or
- ENGL 1302 Composition II

Reading (Courses selected for reading at any institution must be reading intensive)

- HIST 1301 or HIST 1302 U.S. History
- ENGL 2322 or ENGL 2323 British Literature
- ENGL 2332 or ENGL 2333 World Literature
- PSYC 2301 General Psychology, or
- GOVT 2301, 2302 American Government

Mathematics

- MATH 1332 Mathematics for Liberal Arts
- MATH 1314 College Algebra, or 1
- MATH 1316 Plane Trigonometry or higher
- MATH 1324 Business Algebra

Tuition Rebate Program

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

Eligible Students

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

- they must have enrolled for the first time in an institution of higher education in the fall 1997 semester or later,
- they must be requesting a rebate for work related to a first baccalaureate degree received from a Texas public university

- they must have been a resident of Texas, must have attempted all coursework at a Texas public institution of higher education, and have been entitled to pay resident tuition at all times while pursuing the degree, and
- they must have attempted no more than three hours in excess of the minimum number of semester credit hours required to complete the degree under the catalog under which they were graduated. Hours attempted include transfer credits, course credit earned exclusively by examination, courses that are dropped after the official census date, for credit developmental courses, optional internship and cooperative education courses, and repeated courses. Courses dropped for reasons that are determined by the institution to be totally beyond the control of the student shall not be counted.

Amount of Tuition Rebate

- The amount of tuition to be rebated to a student under this program is \$1,000, unless the total amount of undergraduate tuition paid by the student to the institution awarding the degree was less than \$1,000, in which event the amount of tuition to be rebated is an amount equal to the amount of undergraduate tuition paid by the student to the institution.
- A student who paid the institution awarding the degree an amount of undergraduate tuition less than \$1,000 may qualify for an increase in the amount of the rebate, not to exceed a total rebate of \$1,000, for any amount of undergraduate tuition the student paid to other Texas public institutions of higher education by providing the institution awarding the degree with proof of the total amount of that tuition paid to other institutions.
- Tuition rebates shall be reduced by the amount of any outstanding student loan, including an emergency loan, owed to or guaranteed by this state, including the Texas Guaranteed Student Loan Corporation. If a student has more than one outstanding student loan, the institution shall apply the amount of the rebate to the loans as directed by the student.

If the student fails to provide timely instructions on the application of the amount, the institution shall apply the amount of the rebate to retire the loans with the highest interest rates first.

Responsibilities of Students

- Students desiring to qualify for tuition rebates are responsible for complying with all university rules and regulations related to administration of the program.
- Students desiring to qualify for tuition rebates are solely responsible for enrolling only in courses that will qualify them for the rebates.
- A student who has transferred from another institution of higher education is responsible for providing to the institution awarding the degree official transcripts from all institutions attended by the student.
- Students must apply for rebates prior to receiving their baccalaureate degrees on forms provided by the institution and must keep the institution apprized of their addresses for at least 60 days after their graduation date.

1 Refer to the respective School or College for course selection recommendations for particular degree programs.

2 Does not have to be in the same science, must include two semester credit hours of associated laboratory experience

3 Music majors may take modern language courses in two different languages

Course Offerings

Mathematics	MATH
Science	SCIE
History	HIST
English	ENGL
Physical Education	PEDE
Art	ART
Music	MUS
Foreign Languages	LANG
Business Administration	BUAD
Computer Science	COMP
Health Services	HEAL
Education	EDUC
Liberal Arts	LIBA
Psychology	PSYC
Social Sciences	SSCI
Humanities	HUMA
Interdisciplinary Studies	INTS
Professional Studies	PROS
Special Programs	SPEC
Continuing Education	CEDE

Mathematics	MATH
Science	SCIE
History	HIST
English	ENGL
Physical Education	PEDE
Art	ART
Music	MUS
Foreign Languages	LANG
Business Administration	BUAD
Computer Science	COMP
Health Services	HEAL
Education	EDUC
Liberal Arts	LIBA
Psychology	PSYC
Social Sciences	SSCI
Humanities	HUMA
Interdisciplinary Studies	INTS
Professional Studies	PROS
Special Programs	SPEC
Continuing Education	CEDE

ACADEMIC PROGRAMS

Mathematics	MATH
Science	SCIE
History	HIST
English	ENGL
Physical Education	PEDE
Art	ART
Music	MUS
Foreign Languages	LANG
Business Administration	BUAD
Computer Science	COMP
Health Services	HEAL
Education	EDUC
Liberal Arts	LIBA
Psychology	PSYC
Social Sciences	SSCI
Humanities	HUMA
Interdisciplinary Studies	INTS
Professional Studies	PROS
Special Programs	SPEC
Continuing Education	CEDE

Course Offerings

College of Liberal Arts

Behavioral Sciences Department

ANTH	Anthropology
THUM	Human Services
PSYC	Psychology
SOCW	Social Work
SOCI	Sociology

Criminal Justice Department

CRJ	Criminal Justice
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English & Speech Department

COMM	Communications
ENGL	English
SPCH	Speech

Fine Arts Department

ARTS	Art
DRAM	Drama
MUAP	Applied Music
MUSI	Music

Modern Languages Department

FREN	French
GERM	German
INTG	Interpreting
ITAL	Italian
SPAN	Spanish

Social Sciences Department

GOVT	Government
HIST	History
INDS	Interdisciplinary Studies
PHIL	Philosophy

Military Science

ROTC	Reserve Officers Training Corps
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The Language Institute

AESL	English as a Second Language
ESOL	English as a Second Language

College of Science, Mathematics & Technology

Biological Sciences Department

BIOL	Biology
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Computer Sciences/Computer Information Systems Department

TCIS	Computer Information Systems
COSC	Computer Sciences

Engineering Technology Department

ENGR	Engineering
ENGT	Engineering Technology
ELET	Electrical Engineering Technology
MEET	Mechanical Engineering Technology
MFET	Manufacturing Engineering Technology
EECT	Electrical, Electronic and Communications

Engineering Technology

INMT	Industrial/Manufacturing Technology
DFTG	Drafting Technology
EECT	Electronics Technology
IEIR	Electronics Technology
LOTT	Electronics Technology
CETT	Electronics Technology

INTC	Electronics Technology
RBTC	Electronics Technology
CPMT	Electronics Technology
MCHN	Machine Operations

Industrial Technology Department

HART	Air Conditioning & Refrigeration
MAIR	Air Conditioning & Refrigeration
ABDR	Auto Body Repair
AUMT	Automotive Mechanics
TBTS	Building Trades
DEMR	Diesel Mechanics

Mathematics Department

MATH	Mathematics
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Physical Sciences Department

CHEM	Chemistry
GEOG	Geography
GEOL	Geology
PHYS	Physics

School of Business

Accounting Department

ACCT	Accounting
BLAW	Business Law

Business Administration Department

BUSI	Business Administration
BMIS	Business Management Information Systems
ECON	Economics
FINA	Finance
MANA	Management
MARK	Marketing

Business Technology Department

LGLA	Legal Programs
OFAD	Office Administration
ACNT	Accounting Technology
TBUS	International Business
TSEC	Secretarial Science
BUSG	Business Law - Technical
BMGT	Business Management
MRKG	Marketing - Technical

Center for Business and Economic Development

School of Education

Curriculum and Instruction Department

EDCI	Curriculum and Instruction
READ	Reading

Kinesiology Department

DANC	Dance
KINE	Kinesiology

School Specialties Department

CDEC	Child Care and Development
EDAD	Educational Administration
EDSU	Educational Supervision
EDEC	Early Childhood Education
EPSY	Psychology and Counseling
SPED	Special Education
Teacher Certification	
Office of Field Experiences/Student Teaching	

Allied Health Department

- TEMT Emergency Medical Technology
- TMLT Medical Laboratory Technology
- TRAD Radiologic Technology
- TRES Respiratory Therapy

Nursing Department

- TNSG Associate Degree Nursing
- RNSG Associate Degree Nursing
- PRNR Associate Degree Nursing
- TVNU Vocational Nursing
- NURS Nursing (Bachelor's program)

ACADEMIC CALENDAR

1999 Fall Semester

- September 1 Deadline for Fall Graduation Applications
- September 1 Master's Comprehensive Exam Applications Due
- September 6 Labor Day • Offices closed
- September 13 Official Record Date
- September 13 Deadline to withdraw without recorded grade
- September 13 Deadline to submit Pass/Fail petitions
- October 11 Mid-term
- November 15-December 1 Spring 2000 Early Telephone Registration
- November 13 Master's Comprehensive Exam
- November 20 Deadline to submit completed Master's Thesis
- November 24 Deadline to withdraw with a W – 5:00 p.m.
- November 25-26 Thanksgiving Holiday
- December 6 Last Class Day
- December 7 Dead Day • Mathematics Department exams
- December 8-14 Final Exams
- December 15 Grade sheets due to Deans' offices – 12:00 noon
- December 18 Winter Commencement
- December 19 Early Telephone Registration Payment Deadline

2000 Spring Semester

- January 12-13 Late Arena Registration
- January 17 Martin Luther King Holiday
- January 18 First Class Day
- January 18-24 Telephone Add/Drop Period
- February 1 Spring Graduation Application Deadline
- February 1 Master's Comprehensive Exam Applications Due
- February 2 Official Record Date
- February 2 Deadline to withdraw without recorded grade
- February 2 Deadline to submit Pass/Fail petitions
- February 26 Charro Days Holiday
- March 6 Mid-Term
- March 13-18 Spring Break
- April 5-May 10 Summer I & II 2000 – Early Telephone Registration
- April 14 Last Day to submit completed Master's Thesis
- April 15 Master's Comprehensive Exam
- April 25 Deadline to withdraw with "W"
- May 1 Last Day of Class
- May 2-May 8 Final Exams
- May 9 Grade sheets due to Deans' offices – 12:00 noon
- May 18-May 24 Summer I 2000 – Early Telephone Registration payment period
- May 13 Spring Commencement

College of Liberal Arts

Dr. Farhat Iftakharuddin, Interim Dean
South Hall 246 • (956) 544-8252



Purpose and Objective

The College of Liberal Arts serves multiple purposes, including the provision of quality instruction in general education that is the academic foundation for all disciplines. The College is therefore dedicated to the development of many of the basic skills associated with success in the university environment.

The College consists of traditional academic disciplines, such as English, Social and Behavioral Sciences, Fine Arts, and Modern Languages, as well as Criminal Justice. As such, the college prepares students for careers in academic disciplines in a wide range of work environments.

The College provides a diversity of opportunities for students seeking advanced degrees to support work-related and career advancement and to pursue masters' degrees in the traditional disciplines.

The College proposes to accomplish its stated purpose by providing a faculty, curriculum and degree programs that reflect the body of knowledge in the various fields and that provide for the essential higher educational needs of the student population.

Certificates & Degrees Offered

Behavioral Sciences Department

Human Services
Associate in Applied Science – Human Services
Psychology
Bachelor of Arts – Psychology
Psychology Minor
Social Work
Associate in Arts in Social Work
Sociology
Bachelor of Arts – Sociology
Sociology Minor
Master of Arts in Interdisciplinary Studies – Sociology

Criminal Justice Department

Associate in Science – Criminal Justice
Bachelor of Science in Criminal Justice – Police Administration
Bachelor of Science in Criminal Justice – Correctional Administration
Criminal Justice Minor

English and Speech Department

Bachelor of Arts – English
English Minor
Master of Arts – English
Master of Arts in Interdisciplinary Studies – English

Fine Arts Department

Art
Associate in Fine Arts – Art
Bachelor of Arts – Art
Art Minor
Art History Minor
Music
Associate in Fine Arts – Music
Bachelor of Arts – Music
Music Minor (Applied Music)

Modern Languages Department

Translation Studies Certificate
Translator and Bilingual Administrator Certificate
Interpreter's Certificate
Bachelor of Arts – Spanish
Spanish Minor
Master of Arts – Spanish
Master of Arts in Interdisciplinary Studies – Spanish
M.A.I.S. – Concentration in Interpreting

Social Sciences Department

Government
Bachelor of Arts – Government
Government Minor
Master of Arts in Interdisciplinary Studies – Government
History
Bachelor of Arts – History
History Minor
Master of Arts in Interdisciplinary Studies – History

Behavioral Sciences Department

The Behavioral Sciences Department offers Bachelor of Arts degrees in sociology and psychology and minors in sociology and psychology, an Associate in Arts degree in social work and an Associate in Applied Science Degree in human services. Other course offerings are in anthropology and geography. The Behavioral Sciences Department prepares students for careers in public and private agencies dealing with human relations. The programs of study are also designed to prepared interested students for graduate school which is required for careers in the more challenging and specialized fields. High academic standards are required of those students planning to do graduate work in the behavioral sciences.

Students majoring in psychology or sociology are encouraged to complete a Declaration of Major form during the sophomore year. This form may be obtained from the Academic Resource Coordinator (ARC) in the South Building, #253. This begins the academic advising process. Once

students have declared a major in the Behavioral Sciences Department they will be assigned a faculty advisor. Students are encouraged to consult with their faculty advisor as soon as possible to plan their course of study.

Human Services

The Behavioral Sciences Department offers an Associate in Applied Science Degree in Human Services.

The Human Services curriculum is designed for students employed in a human services agency and students interested in non-professional position in an agency. Students interested in the Human Services program are to contact the director, at 544-8821 in the South Building 232. Students interested in a career as a Licensed Chemical Dependency Counselor (LCDC) should also consult the Continuing Education Department regarding the LCDC training program sponsored by the Texas Addiction Technology Transfer Center (TATTC).

A.A.S. Human Services

Freshman Year

First Semester	Credit Hours
THUM 1301 Fundamentals of Human Services	+3
THUM 1303 Introduction to Substance Abuse	+3
THUM 1305 Processes in Human Services	+3
PSYC 2301 Introduction to Psychology*	3
ENGL 1301 Composition I*	3
Total	15

Second Semester	Credit Hours
THUM 1307 The Addictive Personality	+3
THUM 2301 Interviewing Principles & Methods	+3
SOCI 1301 Introduction to Sociology*	3
ENGL 1302 Composition II*	3
MATH 1313 College Mathematics* or	3
MATH 1332 Math for Liberal Arts	3
Total	15

Sophomore Year

First Semester	Credit Hours
THUM 2403 Counseling Methods +	4
SOCW 2361 Introduction to Social Work	3
THUM 2307 Current Issues in Human Services +	3
CRIJ 1301 Introduction to Criminal Justice*	3
Elective**	3
Total	16

Second Semester	Credit Hours
THUM 2409 Specialized Co-op +	4
SOCW 2362 Social Welfare Institution and Legislation	3
THUM 2305 Treatment Modalities +	3
SPCH 1315 Fundamentals of Speech*	3
Elective**	3
Total	16

Credit Hour Summary

Human Services	41 Credit Hours
*General Education	18 Credit Hours
**Electives	6 Credit Hours
Total	62 Credit Hours

+ Students who successfully complete this sequence of courses are eligible to receive a Certificate of Proficiency (35 hours) in Substance Abuse Counseling.

**Electives may be any non-developmental college courses.

Psychology

Bachelor of Arts - Psychology, Psychology Minor

A major in psychology offers the student an opportunity to enter various careers in such fields as counseling, medicine, social welfare, business and law.

A student majoring in psychology must complete a minimum of 34 hours of psychology, 18 of which must be upper division. An additional 18 hours in another discipline for a minor must be included to complete a total of 124 semester hours required for the degree. Training in statistics, research methods, and theory are required of all majors.

Program of Study

Bachelor of Arts - Psychology

General Education Core Curriculum 48 Hours

Psychology Major 34 Hours

Minor Requirement (minimum 18 Hours)

Electives

*Total Number of Hours Required 124 Hours

* 36 Hours must be advanced (3000, 4000 level)

Psychology Major Requirement	Hours
PSYC 2301 Introduction to Psychology	3
PSYC 2317 Statistics of Psychology and Sociology	3
PSYC 3301 Research Methods in Psychology	3
PSYC 4101 Senior Seminar	1

Students are required to take at least one course in Category A: Psychology as a Field of Study, and Category B: Psychology as a Science. Students are required to take at least two courses from Category C: Psychology as an Application of Knowledge. Students may take further courses from any of the categories according to their interests. Students are encouraged to discuss these options with their faculty advisors.

Category A: Psychology as a Field of Study	3
PSYC 2308 Developmental Psychology: Infancy and Childhood	
PSYC 2314 Life-span Development	
PSYC 3326 Social Psychology	
PSYC 3302 Adolescence	
PSYC 3303 Adulthood and Aging	
PSYC 3363 Human Sexuality	
PSYC 4312 Psychology of Gender	
PSYC 4313 Abnormal Psychology	
PSYC 4333 Theories of Personality	
PSYC 4363 History and Systems	
PSYC 4374 Topics in Psychology	

Category B: Psychology as a Science	3
PSYC 3318 Theories of Learning	
PSYC 3322 Biopsychology	
PSYC 4302 Advanced Statistics for Psychology	
PSYC 4319 Cognitive Psychology	
PSYC 4322 Sensation and Perception	

Category C: Psychology as an Application of Knowledge	6
PSYC 4305 Behavior Management and Modification	
PSYC 3324 Health Psychology	
PSYC 3343 Testing and Measurement	
PSYC 4306 Conflict Resolution	
PSYC 4356 Industrial and Organizational Psychology	
PSYC 4360 Clinical and Counseling Psychology	
PSYC 4380 Independent Study	

* Psychology Electives (6 hours must be advanced) 12
Total Psychology hours required 34

Psychology Minor

A minor in psychology requires 18 semester hours in psychology, of which nine must be advanced, and must include PSYC 2301.

Social Work

Associate in Arts Degree in Social Work

The Associate in Arts degree in Social Work is designed to prepare students for paraprofessional employment in a social service agency and to provide the necessary foundation to continue studies towards a Bachelor's degree in Social Work. A total of 63 hours are required for the Associate in Arts degree in Social Work.

Program of Study

Associate in Arts in Social Work

General Education Core Curriculum	48 Hours
Degree Elements	15 Hours
Total Number of Hours Required	63 Hours

A.A. Social Work Requirements

General Education Core Curriculum	48 Hours
Degree Elements	15 hours

A. 3 hours of electives.

Computer literacy highly recommended (COSC 1310 or other COSC course)

B. Behavioral Science (12 hours)

3 semester hours of Psychology (PSYC 2301)

3 semester hours of Sociology (SOCI 1301)

6 semester hours of Social Work (SOCW 2361, 2362)

Sociology

Bachelor of Arts - Sociology Major, Sociology Minor

A major in sociology offers the student an opportunity to enter various careers in such fields as business, law, international development, medicine, and social welfare.

A student majoring in sociology must complete 34 hours in sociology, 18 hours must be advanced. Training in statistics, research methods, and theory are required of all majors. An additional 18 hours of another discipline as a minor is also required. A total of 124 semester hours are required for the degree.

Program of Study

Bachelor of Arts - Sociology

General Education Core Curriculum	48 Hours
Sociology Major	34 Hours
Minor Requirement (minimum 18 Hours)	
Electives	
*Total Number of Hours Required	124 Hours

* 36 Hours must be advanced (3000, 4000 level)

Sociology Major Requirement 34 Hours

Required Courses

SOCI 1301	Introduction to Sociology	3
SOCI 2317	Statistics of Psychology and Sociology	3
SOCI 3335	Social Theory	3
SOCI 4305	Methods of Social Research	3
SOCI 4184	Senior Seminar	1

Distribution Courses

Students must select at least one course in each of the following thematic areas, Community, Stratification, Authority and Alienation. At least one of these courses must be at the 4000 level. A total of five distribution courses (15 credits) are required. Students must also choose two additional courses (6 credit hours) from either the thematic areas or the Elective Courses listed below. Students are encouraged to discuss course options with their faculty advisors in order to select courses which reflect their interests and career plans.

Category 1: Community

SOCI 2301	Marriage and Family
SOCI 3332	The Mexican American People
SOCI 3333	American Communities
SOCI 4325	Population and Migration Problems

Category 2: Stratification

SOCI 3363	Sex and Gender
SOCI 3364	Minorities
SOCI 4352	Social Inequality

Category 3: Authority

SOCI 3324	Health Systems
SOCI 3373	Mass Communications and Culture
SOCI 3374	Religion in Society
SOCI 4375	Organizations and Work

Category 4: Alienation

SOCI 1306	Social Problems
SOCI 3313	Criminology
SOCI 3393	Aging
SOCI 4314	Deviance

Electives: 6 hours, choose from these or thematic areas listed above

SOCI 4311 El Contexto Social de la Novela Mexicana

SOCI 4383 Independent Study

Sociology Minor

A minor in sociology requires 18 semester hours in sociology which must include SOCI 1301, SOCI 4335 and SOCI 4352. At least 12 credit hours must be advanced.

Criminal Justice Department

Associate in Science Degree (Criminal Justice)

Bachelor of Science in Criminal Justice (Police Administration, Correctional Administration)

Criminal Justice Minor

A major in criminal justice offers students the opportunity to prepare to enter careers in law enforcement, criminal justice planning and research, probation, parole, institutional corrections, youth services, or police management at all levels of government. The degree program also offers an excellent background for individuals interested in private and/or industrial security. The well-rounded academic experience offered by the Criminal Justice Program additionally serves as a strong foundation for students interested in graduate study in criminal justice.

Curriculum

The criminal justice curriculum is designed for students currently employed in a criminal justice related occupation, for students planning to pursue a Bachelor's degree in criminal justice or a related discipline, or for students wishing to be employed in other areas of criminal justice.

Program Areas

The criminal justice academic program offers graduates the opportunity to obtain the knowledge to:

- understand the American system of criminal justice in relation to the political, socioeconomic, religious, and philosophical influences which affect it;
- cooperate with the various agencies which make up the American criminal justice system;
- understand the basic concepts behind laws, the actions of law enforcement agencies, court proceedings, and correctional ideologies and practices;
- know and communicate the rights of individuals under criminal proceedings as enumerated in the U.S. Constitution and the U.S. Bill of Rights;
- identify the different components of the criminal justice system and the purposes and objectives of these components and their places in our society;

- apply the above concepts in practical settings and situations,
- transfer to an upper division academic institution to attain a higher degree in criminal justice or closely related discipline,
- meet or exceed minimal education requirements for employment in a variety of criminal justice agencies.

Program of Study

Associate in Applied Science - Criminal Justice

Criminal Justice	21 Hours
General Education Core Curriculum	44 Hours
Electives	10 Hours
Total	65 Hours

Freshman Year Credit Hours

First Semester		Credit Hours
CRIJ 1301	Introduction to Criminal Justice	3
ENGL 1301	Composition I **	3
SOCI 1301	Introduction to Sociology	3
SPCH 1315	Fundamentals of Speech	3
KINE	KINE activity or health/wellness course	1
ELCT	Elective***	3
Total Hours		16

Second Semester Credit Hours

Second Semester		Credit Hours
CRIJ 1310	Fundamentals of Criminal Law	3
ENGI 2311	Technical and Business Writing**	3
HIST 1301	U.S. to 1877	3
ARTS 1301	Art Appreciation or	3
MUSI 1306	Music Appreciation	3
COSC 1310	Computer Literacy+	1
KINE	Any KINE activity	1
Total Hours		16

Summer Session Credit Hours

Summer Session		Credit Hours
PSYC 2301	Introduction to Psychology	3
Total Hours		3

First Semester		Credit Hours
CRIJ 2313	Correctional Systems & Practices*	3
CRIJ 2322	Juvenile Justice Systems*	3
ENGL 2311	Technical/Business Writing	3
GOVT 2301	American Government I	3
CRIJ	Elective (1000 or 2000 level)	3
MATH 1332	Math for Liberal Arts**	3
Total Hours		18

Second Semester		Credit Hours
HIST 1302	United States from 1877	3
CRIJ 2328	Police Systems & Practices*	3
ENGL	English Literature (2000 level)	3
GOVT 2302	American Government II	3
CJSA 2388	Criminal Justice External Learning	3
Total Hours		15

Total Number of Hours Required 66 Hours

*Must have completed ENGL 1301 and ENGL 2311 with a grade of "C" or better. ENGL 2311 may be concurrent enrollment with approval from instructor. **Must pass with a minimum grade of "C." *** Electives may be any non-developmental college course not previously taken, preferably in the Social Science, Computer Science, Biological Science or Modern Language area.
+Can substitute COSC 1305 or any higher COSC course if proficiency allows.

Program of Study

Bachelor of Science in Criminal Justice - Police Administration

The Bachelor of Science in Criminal Justice degree with a major in Police Administration offers students the opportunity to prepare to enter a career in law enforcement at any level of government or in the field of private/corporate security. The criminal justice degree in police administration is a four-year degree program. The police administration major is a broad field major incorporating sociology, psychology and government.

General Education Core Curriculum	48 hours
Criminal Justice Core	27 hours

CRIJ 1301	Introduction to Criminal Justice	3
CRIJ 1310	Fundamentals of Criminal Law	3
SOCI 1301	Introduction to Sociology	3
CRIJ 1313	Juvenile Justice System	3
CRIJ 3302	Current Lit and Research in Criminal Justice	3
CRIJ 3303	Nature of Crime	3
CRIJ 4301	Practicum-Field Experience	3
GOVT 4321	American Constitutional Law: Civil Liberties	3
CRIJ 4370	Senior Seminar in Criminal Justice Policy Issues	3
Police Administration Concentration		15 hours
CRIJ 2328	Police Systems and Practices	3
CRIJ 3315	Legal Aspects of Evidence	3
CRIJ 4311	Advanced Police Organization & Administration	3
CRIJ 4312	Principles of Law Enforcement	3
CRIJ 4313	Seminar of Issues in Law Enforcement	3

Criminal Justice Electives	6 hours
Select four courses from those designated as CRIJ not previously taken for credit.*	
Interdisciplinary Social Science Support Courses	18 hours
Six advanced (3000-4000 level) semester credit hours from each of the following three disciplines: sociology, psychology, government.	
Free Electives	9 hours
Total Hours	126 hours

*CRIJ 4362 Special Topics in Criminal Justice may be taken twice for credit.

Program of Study

Bachelor of Science in Criminal Justice - Correctional Administration

The Bachelor of Science in Criminal Justice degree with a major in Corrections offers students the opportunity to prepare to enter a career in various aspects of adult and juvenile corrections whether at institutions or in probation, parole, or other forms of community-based correctional treatment. The corrections major is also a broad field major incorporating sociology, psychology and government.

General Education Core Curriculum	48 hours
Criminal Justice Core	27 hours

CRIJ 1301	Introduction to Criminal Justice	3
CRIJ 1310	Fundamentals of Criminal Law	3
SOCI 1301	Introduction to Sociology	3
CRIJ 1313	Juvenile Justice System	3
CRIJ 3302	Current Lit and Research in Criminal Justice	3
CRIJ 3303	Nature of Crime	3
CRIJ 4301	Practicum-Field Experience	3
GOVT 4321	American Constitutional Law: Civil Liberties	3
CRIJ 4370	Senior Seminar in Criminal Justice Policy Issues	3
Correctional Administration Concentration		15 hours
CRIJ 2313	Correctional Systems and Practices	3
CRIJ 3331	Legal Aspects of Corrections	3
CRIJ 3345	Correctional Administration	3
CRIJ 4341	Correctional Casework and Counseling	3
CRIJ 4343	Seminar of Issues in Corrections	3

Criminal Justice Electives	12 hours
Select four courses from those designated as CRIJ not previously taken for credit.*	
Interdisciplinary Social Science Support Courses	18 hours
Six advanced (3000-4000 level) semester credit hours from each of the following three disciplines: sociology, psychology, government.	
Free Electives	6 hours
Total Hours	126 hours

*CRIJ 4362 Special Topics in Criminal Justice may be taken twice for credit.

Criminal Justice Minor

The minor in Criminal Justice is intended for students whose area of major academic expertise could benefit from a specified concentration of criminal justice coursework.

Requirements: 18 semester hours of Criminal Justice, 9 hours of which must be advanced (3000-4000 level); must include CRIJ 1301 and CRIJ 3302.

English & Speech Department

Bachelor of Arts - English Major English Minor

The Department of English and Speech offers a major and a minor in English, both of which provide training in the study of language, literature, and composition. These courses of study are designed to improve students' skills as readers, writers, thinkers, and researchers. Such analytical and communication competencies - along with other skills acquired through the study of English, such as academic discipline, an understanding of the nature of language, and technological skills - provide students with a foundation for continued study, for entrance into the work world, and for the pursuit of life-long learning.

English

Bachelor of Arts - English

The bachelor's degree with a major in English requires 39 hours of advanced credit. Prior to beginning studies toward the English major, students must have completed the English courses in general education required of all students (9 hours) with a minimum G.P.A. of 2.75.

The 39 advanced hours must include the core courses for the major, which differ according to specialty, and a distribution of courses in language, literature, and composition. All majors must successfully complete the capstone course ENGL 4350 English Studies: The Theory and Practice and ENGL 4325 Composition Techniques in their final year and must submit a portfolio prior to graduation. With their advisors' approval, students may elect to use up to 6 hours of upper-division courses in Spanish literature to meet the 39-hour requirement. Students who choose this option can earn a biliteracy acknowledgment in literature on their transcripts.

Courses of study leading to the bachelor's degree in English under non-teaching certification or under Teacher Certification Secondary Option I (one teaching field) do not require a minor concentration. If students pursuing a degree without teacher certification wish to develop a second concentration, however, they may choose a minor field from one of the following areas: Art, Art History, Biology, Chemistry, Computer Science, Criminal Justice, Government, History, Kinesiology, Mathematics, Music (Applied Music), Physics, Psychology, Sociology, and Spanish. Similarly, students pursuing the teacher certification under Option I may select a minor, if they choose, from one of the fields designated in the School of Education section of this catalog.

Students wishing to major in English under Teacher Certification Secondary Option II must include a second teaching area from one of the fields designated in the School of Education section of this catalog.

Students choosing Secondary Option II with a major other than English cannot choose English as a second teaching field. Students choosing a degree program for Elementary certification (BALAS) may elect a 24-hour academic specialization in English.

Program of Study

Bachelor of Arts in English

(Non-Teaching Option Without A Minor)

General Education Core Curriculum	48 Hours
Core Courses for the English Major	15 Hours
ENGL 3312	
or 3313 Survey of American Literature I or II	
ENGL 3319 Introduction to Descriptive Linguistics	
ENGL 4301 Shakespeare	
ENGL 4325 Composition Techniques	
ENGL 4350 English Studies: The Theory and Practice	
English Electives (3000 and 4000 level courses)	24 Hours
Free Electives	37 Hours
Total Number of Hours Required*	124 Hours

* 36 Hours must be advanced (3000, 4000 level)

Program of Study

Bachelor of Arts in English

(Non-Teaching Option With A Minor)

General Education Core Curriculum	48 Hours
Core Courses for the English Major	15 Hours
ENGL 3312	
or 3313 Survey of American Literature I or II	
ENGL 3319 Introduction to Descriptive Linguistics	
ENGL 4301 Shakespeare	
ENGL 4325 Composition Techniques	
ENGL 4350 English Studies: The Theory and Practice	
English Electives (3000 and 4000 level courses)	24 Hours
Minor Concentration	18-30 Hours
(available in Art, Art History, Biology, Chemistry, Computer Science, Criminal Justice, Government, History, Kinesiology, Mathematics, Music, Physics, Psychology, Sociology, and Spanish)	
Free Electives	7-19 Hours
Total Number of Hours Required*	124 Hours

* 36 Hours Must be advanced (3000, 4000 level)

Program of Study

Bachelor of Arts in English

(Teacher Certification - Secondary Option I - Without A Minor)

General Education Core Curriculum	48 Hours
Core Courses for the English Major	21 Hours
ENGL 3312	
or 3313 Survey of American Literature I or II	
ENGL 3319 Introduction to Descriptive Linguistics	
ENGL 3330 English Grammar	
ENGL 4301 Shakespeare	
ENGL 4325 Composition Techniques	
ENGL 4328 Introduction to English as a Second Language	
ENGL 4350 English Studies: The Theory and Practice	
English Electives (3000 and 4000 level courses)	18 Hours
Reading	3 Hours
READ 4351 Reading Across the Curriculum—Secondary	
Professional Development Sequence	24 Hours
Free Electives	12 Hours
Total Number of Hours Required	126 Hours

Program of Study

Bachelor of Arts in English

(Teacher Certification - Secondary Option I - With A Minor)

General Education Core Curriculum	48 Hours
Core Courses for the English Major	21 Hours
ENGL 3312	
or 3313 Survey of American Literature I or II	
ENGL 3319 Introduction to Descriptive Linguistics	
ENGL 3330 English Grammar	
ENGL 4301 Shakespeare	
ENGL 4325 Composition Techniques	
ENGL 4328 Introduction to English as a Second Language	
ENGL 4350 English Studies: The Theory and Practice	
English Electives (3000 and 4000 level courses)	18 Hours
Reading	3 Hours
READ 4351 Reading Across the Curriculum—Secondary	
Professional Development Sequence	24 Hours
Minor	18-24 Hours
Free Electives	0-6 Hours
Total Number of Hours Required	138 Hours

Program of Study

Bachelor of Arts in English

(Teacher Certification - Secondary Option II)

General Education Core Curriculum	48 Hours
Core Courses for the English Major	21 Hours
ENGL 3312	
or 3313	Survey of American Literature I or II
ENGL 3319	Introduction to Descriptive Linguistics
ENGL 3330	English Grammar
ENGL 4301	Shakespeare
ENGL 4325	Composition Techniques
ENGL 4328	Introduction to English as a Second Language
ENGL 4350	English Studies: The Theory and Practice
English Electives (3000 and 4000 level courses)	18 Hours
Reading	3 Hours
READ 4351	Reading Across the Curriculum - Secondary Professional Development Sequence
	24 Hours
Minor (Second Teaching Area, Minimum 24 Hours)	24 Hours
Total Number of Hours Required	138 Hours

Academic Specialization in English

(For Elementary Certification - B.A.L.A.S.)

Academic Specialization in English	24 Hours
9 Hours of American Literature	
9 Hours of British Literature	
ENGL 4325	Composition Techniques
ENGL 4328	Introduction to English as a Second Language

Academic Support Area in English

(For Elementary Certification - B.A.L.A.S.)

Academic Support Area in English	18 Hours
6 Hours of Advanced American Literature	
6 Hours of Advanced British Literature	
ENGL 4325	Composition Techniques
ENGL 4328	Introduction to English as a Second Language

English Minor

The bachelor's degree with a minor in English requires 27 semester hours of English, 18 of which must be advanced. Students must complete the freshman and sophomore literature requirements listed in this catalog under the general requirements for the bachelor's degree. The requirements for sophomore literature are met by taking 3 hours of World literature. The 18 hours of advanced or upper-division English courses may be selected from the 3000 and 4000 level courses in language, literature, and composition. The Department of English and Speech recommends that students take courses from all areas. Note: The minor in English as a second 24 hour teaching field (Option II) is not available to students seeking secondary teacher certification.

English Minor Requirement

Lower-Division Requirements		
Freshman Composition		6 Hours
ENGL 1301	English Composition I	
ENGL 1302	English Composition II	
or		
ENGL 2311	Technical and Business Writing	
Sophomore Literature		3 Hours
ENGL 2332	World Literature I or	
ENGL 2333	World Literature II	
Upper-Division Requirements		
3000 or 4000 level courses		18 Hours
Total Hours for English Minor		27 Hours

Fine Arts Department

Associate in Fine Arts Degree in Art Art - Minor

Art History - Minor

Bachelor of Arts in Art

Associate in Fine Arts Degree in Music

Music Minor (Applied Music)

Bachelor of Arts in Music

Program of Study

Associate in Fine Arts (A.F.A.) in Art

General Education Courses		32 Hours
Composition		
ENGL 1301	Composition I	3
ENGL 1302	Composition II	3
SPCH 1315	Fundamentals of Speech or	
SPCH 1318	Interpersonal Communications or	
SPCH 1321	Business and Professional Communication	3
Science (Select any one 4-hour science course) or		
Mathematics (select one)		
MATH 1314	College Algebra	3-4
MATH 1324	Business Algebra	
MATH 1332	Math for Liberal Arts	
MATH	Higher-Level Math Course	
American History		
HIST 1301	United States to 1877	3
HIST 1302	United States from 1877	3
American Government		
GOVT 2301	American Government I	3
GOVT 2302	American Government II	3
Kinesiology		
KINE	Kinesiology Activity	1
Modern Language (other than English)		
Art Courses (Minimum 30 Hours)		
The Department recommends the use of the Art Minor to fulfill these 30 hours of art courses		
Electives		
Recommended - COSC		
Additional		
Total Number of Hours Required		62 Hours

Art

Program of Study

Bachelor of Arts - Art (Teacher Certification - All Level)

General Education Core Curriculum		48 Hours
Art Major Courses		60 Hours
Professional Development		24 Hours
Reading (READ 4351)		3 Hours
Total Number of Hours Required		135 Hours
Art Major Courses		Credit Hours
ARTS 1303	Art History Survey I	3
ARTS 1304	Art History Survey II	3
ARTS 1311	Two Dimensional Design	3
ARTS 1312	Three Dimensional Design	3
ARTS 1316	Drawing I	3
ARTS 1317	Drawing II	3
ARTS 3381	Perception and Expression in Art I	3
ARTS 3384	Perception and Expression in Art II	3
ARTS 3383	Art in the Secondary School	3
ARTS 4393	Senior Exhibit	3

Nine hours from the following courses: 9

ARTS 2313	Computer Imaging I	3
ARTS 2316	Painting I	3
ARTS 2233*	Drawing III	3
ARTS 2333	Printmaking I	3
ARTS 2356	Photography I	3
ARTS 2326	Sculpture I	3
ARTS 2346	Ceramics I	3

Nine hours from the following courses: 9

ARTS 2313	Computer Imaging I	3
ARTS 2317	Painting II	3
ARTS 2233*	Drawing III	3
ARTS 2334	Printmaking II	3
ARTS 2357	Photography II	3
ARTS 2327	Sculpture II	3
ARTS 2347	Ceramics II	3

15 hours from the following courses: 15

ARTS 3303	Italian Renaissance Art (1400-1650)	3
ARTS 3352	Contemporary Art	3
ARTS 3382	19th Century European Art History (1789-1900)	3
ARTS 4353	American Art	3
ARTS 4354	Latin American Art & Architecture	3
ARTS 4355	Span Medieval, Renaissance & Baroque Art	3
ARTS 4387	Far Eastern Art History	3
ARTS 3314^	Individual Problems	3
ARTS 3321^	Advanced Painting	3
ARTS 3323^	Advanced Drawing	3
ARTS 3326^	Advanced Sculpture	3
ARTS 3371^	Advanced Ceramics	3
ARTS 4331^	Advanced Computer Imaging	3
ARTS 4333^	Graphic Design	3
ARTS 4391^	Studio Art General	3
ARTS 4337	Internship in Art Studio	3

Note: All art majors must take at least 6 hours of advanced art history
 @ ARTS 1303 Art History Survey I is counted as part of the humanities core requirement
 * May be used for credit in only one area
 ^ May be repeated four times for credit

Professional Development Courses (For Art - 24 Hours)

EDCI 4301	Foundations of Education in a Multicultural Society	3
EDCI 4305	Instructional Planning & Curriculum Develop.	3
EDCI 4306	Instructional Methods and Classroom Mgmt.	3
EDCI 4374	Secondary Curriculum	3
EDCI 4377	Meth & Tech Teaching Art in Sec Sch	3
EDCI 4311	Residency (Student Teaching)	3
EDCI 4398	Student Teaching - Secondary II	3

Choose one of the following courses: 3

EDCI 4302	Educational Psychology in Elem Sch	3
EDCI 4303	Understanding Learners & Living Environment	3

Program of Study

Bachelor of Arts - Art (Non-Teaching Degree)

General Education Core Curriculum	48 Hours
Art Courses	75 Hours
Electives	3 Hours
Total Number of Hours Required	126 Hours

Students planning to major in art must complete 75 hours of art courses, 39 of which must be upper division.

Art Major		
ARTS 1303	Art History Survey I	3
ARTS 1304	Art History Survey II	3
ARTS 1311	Two Dimensional Design	3
ARTS 1312	Three Dimensional Design	3

ARTS 1316	Drawing I	3
ARTS 1317	Drawing II	3
ARTS 4310	Senior Experience in Art	3
ARTS 4393	Senior Exhibit	3

Nine Hours from the following courses: 9

ARTS 2313	Computer Imaging I	3
ARTS 2316	Painting I	3
ARTS 2233*	Drawing III	3
ARTS 2333	Printmaking I	3
ARTS 2356	Photography I	3
ARTS 2326	Sculpture I	3
ARTS 2346	Ceramics I	3

Nine hours from the following courses: 9

ARTS 2313	Computer Imaging I	3
ARTS 2317	Painting II	3
ARTS 2233*	Drawing III	3
ARTS 2334	Printmaking II	3
ARTS 2357	Photography II	3
ARTS 2327	Sculpture II	3
ARTS 2347	Ceramics II	3

6 to 12 hours from the following courses: 6-12

ARTS 3303	Italian Renaissance Art (1400-1650)	3
ARTS 3352	Contemporary Art	3
ARTS 3382	19th Century European Art History (1789-1900)	3
ARTS 4353	American Art	3
ARTS 4354	Latin American Art & Architecture	3
ARTS 4355	Span Medieval, Renaissance & Baroque Art	3
ARTS 4387	Far Eastern Art History	3

24-30 hours from the following courses: 24-30

ARTS 3314^	Individual Problems	3
ARTS 3321^	Advanced Painting	3
ARTS 3323^	Advanced Drawing	3
ARTS 3326^	Advanced Sculpture	3
ARTS 3371^	Advanced Ceramics	3
ARTS 4331^	Advanced Computer Imaging	3
ARTS 4333^	Graphic Design	3
ARTS 4391^	Studio Art General	3
ARTS 4337	Internship in Art Studio	3

Note: All art majors must take at least 6 hours of advanced art history
 @ ARTS 1303 Art History Survey I is counted as part of the humanities core requirement
 * May be used for credit in only one area
 ^ May be repeated four times for credit

Art Minor

The bachelor's degree with a minor in art requires 30 semester hours in art, nine of which must be advanced.

Course	Credit Hours	
ARTS 1303	Art History Survey I	3
ARTS 1304	Art History Survey II	3
ARTS 1311	Two-dimensional Design	3
ARTS 1312	Three-dimensional Design	3
ARTS 1316	Drawing I	3
ARTS 1317	Drawing II	3

Three hours of the following courses: 3

ARTS 2316	Painting I	3
ARTS 2346	Ceramics I	3
ARTS 2326	Sculpture I	3
ARTS 2313	Computer Imaging I	3
ARTS 2333	Printmaking I	3

Upper-division Art History and/or Studio 9
 Total 30

Note: This is not a teaching certification minor.

Art History Minor

The bachelor's degree with a minor in art history requires 18 semester hours in art, 12 of which must be advanced.

Course	Credit Hours
Art History Survey I and II	6
Upper-division Art History	12
Total	18

Note: This is not a teaching certification minor.

Art Minor - Secondary Option II 36 Hours

All students seeking Option II certification must complete the following 8 hours of core art courses:

ARTS 1303	Art History Survey I
ARTS 1304	Art History Survey II
ARTS 1311	Two Dimensional Design
ARTS 1312	Three Dimensional Design
ARTS 1316	Drawing I
ARTS 1317	Drawing II

Additionally the student must select from one of the following tracks:

Track	Course
Track 1	ARTS 2346 Ceramics I
	ARTS 2347 Ceramics II
	ARTS 3371 ^ Advanced Ceramics
Track 2	ARTS 2316 Painting I
	ARTS 2317 Painting II
	ARTS 3321 ^ Advanced Painting

Choose 18 hours from the following:

ARTS 3303	Italian Renn Art
ARTS 3352	Contemporary Art
ARTS 3382	19th Century European Art
ARTS 4353	American Art
ARTS 4354	Latin American Art & Architecture
ARTS 4355	Span Med-Baroque Art
ARTS 4387	Far Eastern Art

Track	Course
Track 4	ARTS 3323 Advanced Drawing
	ARTS 3314 Individual Problems

^ Must be repeated four times for credit

Academic Specialization in Art (For Elementary Certification - B.A.L.A.S.)

ART	Academic Specialization	24 Hours
ARTS 1311	Two Dimensional Design	
ARTS 1312	Three Dimensional Design	
ARTS 1316	Drawing I	
ARTS 3381	Perception and Expression in Art I	
ARTS 3382	Perception and Expression in Art II	
ARTS 4253	American Art	
ARTS 6	Hours - Advanced Studio	
ARTS 3	Hours from the Following:	
ARTS 1317		
ARTS 2313		
ARTS 2316		
ARTS 2326		
ARTS 2333		
ARTS 2346		
ARTS 2356		

Academic Support Area in Art (For Elementary Certification - BALAS)

Art	Course	18 Hours
ARTS 1311	Two-Dimensional Design	
ARTS 1312	Three-Dimensional Design	
ARTS 1316	Drawing I	
ARTS 3323	Advanced Drawing	
ARTS 3381	Perception and Expression in Art I	
ARTS 3382	Perception and Expression in Art II	

Music

Program of Study

Associate in Fine Arts (A.F.A.) in Music

General Education Courses 32 Hours

Composition	Course	Hours
ENGL 1301	Composition I	3
ENGL 1302	Composition II	3
SPCH 1315	Fundamentals of Speech or	
SPCH 1318	Interpersonal Communications or	
SPCH 1321	Business and Professional Communication	3

Science (Select any one 4-hour science course) or Mathematics (select one) 3-4

MATH 1314	College Algebra	
MATH 1324	Business Algebra	
MATH 1332	Math for Liberal Arts	
MATH	Higher-Level Math Course	

American History	Course	Hours
HIST 1301	United States to 1877	3
HIST 1302	United States from 1877	3

American Government	Course	Hours
GOVT 2301	American Government I	3
GOVT 2302	American Government II	3

Kinesiology	Course	Hours
KINE	Kinesiology Activity	1

Modern Language (other than English)	Hours
Music Courses (Minimum 30 Hours)	30

The Department recommends the use of the Music Minor to fulfill these 30 hours of music courses Electives

Recommended - COSC	Additional	Total Number of Hours Required	62 Hours
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Music Minor

Course	Credit Hours	
MUSI 1181	Class Piano	1
MUSI 1308	Music Literature I	3
MUSI 1311	Music Theory I	3
MUSI 1312	Music Theory II	3
MUSI 3289	Intro to Conducting	2
MUSI 3304	Elementary Music Techniques - General	3
MUSI	lower division ensemble (four semesters)	4
MUSI	upper division ensemble (four semesters)	4
MUAP	applied music (two semesters)	4
Total	27	

Note: student must be enrolled in MUSI 1181 piano class until the piano exam is passed.
Also note this is not a teaching certification minor.

Program of Study

Bachelor of Arts - Music (Teacher Certification - All Level)

Music Courses Required for All Music Majors

Course	Credit Hours
MUSI 1308	3
MUSI 1311	3
MUSI 1312	3
MUSI 2311	3
MUSI 2312	3
MUSI 3211	2
MUSI 3289	2
MUSI 3307	3
MUSI 3308	3
MUSI 3309	3
MUSI 3312	3
MUSI 4211	2
MUSI 4289	2
MUSI 4301	3
Total	38

*Music Literature satisfies 3 hours of the humanities portion of the General Education Curriculum.

Instrumental Option

General Education Core Curriculum	48 Hours
Music Courses Required of All Majors	35 Hours
Instrumental Option Courses	26 Hours
Professional Development Courses	24 Hours
Reading (READ 4351)	3 Hours
Total Number of Hours Required (Instrumental Option)	136 Hours
Instrumental Option (26 Hours)	
MUSI 1188 Percussion Class I	1
MUSI 2188 Percussion Class II	1
MUSI 1189 Strings Class	1
MUSI 1168 Brass Class I	1
MUSI 2168 Brass Class II	1
MUSI 1166 Woodwinds Class I	1
MUSI 2166 Woodwinds Class II	1
MUSI 1181 Piano Class	1
MUSI Ensemble (seven semesters)	4
MUAP Applied (seven semesters)	14
Advanced Elective	1

Vocal Option

General Education Core Curriculum	48 Hours
Music Courses Required of All Majors	35 Hours
Vocal Option Courses	24 Hours
Professional Development Courses	24 Hours
Reading (READ 4351)	3 Hours
Total Number of Hours Required (Vocal Option)	134 Hours
Vocal Option (24 Hours)	
MUSI 1162 Diction I	1
MUSI 1165 Diction II	1
MUSI 1181 Piano Class (Two Semesters)	2
MUSI 1183 Voice Class I	1
MUSI 1184 Voice Class II	1
MUSI Ensemble (seven semesters)	4
MUAP Applied (seven semesters)	14

Keyboard Option

General Education Core Curriculum	48 Hours
Music Courses Required of All Majors	35 Hours
Vocal Option Courses	24 Hours

Professional Development Courses	24 Hours
Reading (READ 4351)	3 Hours
Total Number of Hours Required (Keyboard Option)	134 Hours
Keyboard Option (24 Hours)	
MUSI 1114 Keyboard Skills I	1
MUSI 1115 Keyboard Skills II	1
MUSI 1132 Acc/Cham Mus (5 semesters)	5
MUSI Ensemble (two semesters)	2
MUAP Applied (seven semesters)	14
Advanced Elective	1

In addition, each semester the student is required to be in a core ensemble and an elective ensemble of choice and be enrolled in the appropriate applied lesson (except when student teaching), pass a piano proficiency exam before student teaching and pass a comprehensive departmental exam before graduation. The student is required to be enrolled in piano class each long semester until the piano exam is passed.

Professional Development Courses (For Music - 24 Hours)

EDCI 4301 Foundations of Education in a Multicultural Society	3
EDCI 4305 Instructional Planning & Curriculum Develop.	3
EDCI 4306 Instructional Methods and Classroom Mgmt.	3
EDCI 4328 Meth & Tech Teaching Music in Elem Sch	3
EDCI 4329 Meth & Tech Teaching Music in Sec Sch	3
EDCI 4311 Residency (Student Teaching)	3
EDCI 4398 Student Teaching - Secondary II	3

Choose one of the following courses:

EDCI 4302 Educational Psychology in Elem Sch	3
EDCI 4303 Understanding Learners and Living Environment	3

Program of Study

Bachelor of Arts - Music (Non-Teaching Degree)

Instrumental Option

General Education Core Curriculum	48 Hours
Music courses required of all applied music majors	66 Hours
Additional instrumental music courses	15 Hours
Total Number of Hours Required (Instrumental Option)	129 Hours

Vocal Option

General Education Core Curriculum	48 Hours
Music courses required of all applied music majors	66 Hours
Additional vocal music courses	17 Hours
Total Number of Hours Required (Vocal Option)	131 Hours

Keyboard Option

General Education Core Curriculum	48 Hours
Music courses required of all applied music majors	66 Hours
Additional keyboard music courses	17 Hours
Total Number of Hours Required (Keyboard Option)	131 Hours

Music Courses Required of All Applied Music Majors

MUSI 1308	Music Literature*	3
MUSI 1311	Music Theory I	3
MUSI 1312	Music Theory II	3
MUSI 2311	Music Theory III	3
MUSI 2312	Music Theory IV	3
MUSI 3211	Orchestration & Arranging	2
MUSI 3289	Introduction to Conducting	2
MUSI 3308	Music History I	3
MUSI 3309	Music History II	3
MUSI 3312	Counterpoint & Analysis	3
MUSI 4211	Computer Applications in Music	2
MUSI 4289	Advanced Conducting	2
MUSI 4301	Senior Experience in Music	3
MUAP 3170	Recital Performance (Three semesters)	3
MUAP	Applied (Eight semesters)	28
Total		66

*Music Literature satisfies 3 hours of the humanities portion of the General Education Curriculum

Additionally one of the following groups of courses must be completed:

Instrumental Option Courses			
MUSI	1181	Piano Class (Two semesters)	2
MUSI		Ensemble (Eight semesters)	8
		Advanced Electives	5
Total			15

Vocal Option Courses			
MUSI	1162	Diction I	1
MUSI	1165	Diction II	1
MUSI	1181	Piano Class (Two Semesters)	2
MUSI	1183	Voice Class I	1
MUSI	1184	Voice Class II	1
MUSI		Ensemble (Eight semesters)	8
		Advanced Electives	5
Total			19

Keyboard Option Courses			
MUSI	1114	Keyboard Skills I	1
MUSI	1115	Keyboard Skills II	1
MUSI		Ensemble (four semesters)	4
MUSI	1132	Accompanying & Chamber Music (6 semesters)	6
		Advanced Electives	5
Total			17

In addition, each semester the student is required to be in a core ensemble and an elective ensemble of choice and be enrolled in the appropriate applied lesson, pass a piano proficiency exam before student teaching and pass a comprehensive departmental exam before graduation. The student is required to be enrolled in piano class each long semester until the piano exam is passed.

Department of Modern Languages

Bachelor of Arts in Spanish Spanish Minor

The Department of Modern Languages offers a major and a minor in Spanish, both of which provide instruction in the areas of language, literature, culture, and translation. These programs of study are designed to develop effective and practical oral and written communication skills that can prepare students for careers, not only in the field of teaching, but also in international business, translation and interpreting, government service, and journalism. The Bachelor of Arts in Spanish degree program strives to promote biliteracy and biculturalism by building upon the foundation of the extensive bilingual background of the region and the rich oral traditions of South Texas. The program aims to provide students with a broad consciousness of the literary and cultural traditions of the Hispanic World. Its nature as a liberal study involves language, history, psychology, sociology - indeed, culture in its particulars as well as its universals. In this respect, the study of Spanish offers an education that is as much a preparation for life as for employment.

Spanish

The Bachelor of Arts in Spanish offers majors an integrated, sequenced course of study comprising twelve courses (36 semester hours), of which ten courses (30 semester hours) must be at the advanced 3000/4000-level.

Students begin their study with two Core courses, SPAN 2321 and SPAN 2322, that introduce them to the major and develop the basic skills in language, culture, and literature that are required of subsequent advanced, 3000

and 4000-numbered courses. Upon completion of SPAN 2321 and SPAN 2322, majors enroll in ten upper division (advanced) courses, totaling 30 semester hours, taken from a cohesive but diverse course of study distributed in four areas: language, literature, culture, and translation. Majors begin their advanced study with 3000-level language and literature courses, continue with more advanced 4000-level courses, and end their program of study by enrolling in the Capstone course, SPAN 4392 Senior Seminar, which includes the submission of a portfolio prior to graduation.

Program of Study Bachelor of Arts - Spanish (Non-Teaching Spanish Major)

	Credit Hours
General Education Core Curriculum	48 Hours
Spanish Major	36 Hours
(36 Hours, Minimum of which 30 must be advanced)	
Lower Division: Core Courses (6 Hours Core)	
SPAN 2321	Hispanic Literature and Civilization I
SPAN 2322	Hispanic Literature and Civilization II
Upper Division: Required Advanced Courses	
SPAN 3301	Spanish Literature (1100-1750)
SPAN 3303	Advanced Spanish Composition
SPAN 3311	Masterpieces of Spanish American Literature II
SPAN 3330	Spanish Grammar
SPAN 4310	Basic Concepts of Spanish Phonetics and Phonology
SPAN 4392	Senior Seminar
SPAN	Advanced Elective
SPAN	Advanced Elective
SPAN	Advanced Elective
SPAN	Advanced Elective
Minor (Minimum 18 Hours)	18 Hours
Electives	
*Total Number of Hours Required	124 Hours
*36 Hours must be advanced	

Program of Study Bachelor of Arts - Spanish (Teacher Certification Secondary Option I)

	Credit Hours
General Education Core Curriculum	48 Hours
Spanish Major	36 Hours
(36 Hours, Minimum of which 30 must be advanced)	
Lower Division: Core Courses (6 hrs Core)	
SPAN 2321	Hispanic Literature and Civilization I
SPAN 2322	Hispanic Literature and Civilization II
Upper Division: Required Advanced Courses	21 hrs
SPAN 3301	Spanish Literature (1100-1750)
SPAN 3303	Advanced Spanish Composition
SPAN 3311	Masterpieces of Spanish American Literature II
SPAN 3330	Spanish Grammar
SPAN 4316	Issues and Problems Related to Language
SPAN 4371	Chicano Narrative
SPAN 4392	Senior Seminar
Upper Division: Choice of One of the Two	3 hrs
SPAN 3333	Introduction to English/Spanish Translation, or
SPAN 4310	Basic Concepts of Spanish Phonetics and Phonology
Upper Division: Advanced Spanish Elective	6 hrs
Minor (Non-Teaching, minimum 18 hours)	18 Hours
Professional Development Courses	24 Hours
Reading (READ 4351)	3 Hours
Total Number of Hours Required	129 Hours

Program of Study
Bachelor of Arts – Spanish

(Teacher Certification Secondary Option II)

General Education Core Curriculum	48 Hours
Spanish Major	
(36 Hours, minimum of which 30 must be advanced)	
Lower Division: Core Courses (6 hrs Core)	
SPAN 2321	Hispanic Literature and Civilization I
SPAN 2322	Hispanic Literature and Civilization II
Upper Division: Required Advanced Courses 21 hrs	
SPAN 3301	Spanish Literature (1100-1750)
SPAN 3303	Advanced Spanish Composition
SPAN 3311	Masterpieces of Spanish American Literature II
SPAN 3330	Spanish Grammar
SPAN 4316	Issues and Problems Related to Language
SPAN 4371	Chicano Narrative
SPAN 4392	Senior Seminar
Upper Division: Choice of One of the Two 3 hrs	
SPAN 3333	Introduction to English/Spanish Translation, or
SPAN 4310	Basic Concepts of Spanish Phonetics and Phonology
Upper Division: Advanced Spanish Elective 6 hrs	
Minor (Second Teaching Area; Minimum 24 hours)	24 Hours
Professional Development Courses	24 Hours
Reading (READ 4351)	3 Hours
Total Number of Hours Required	129 Hours

Spanish Minor – Secondary Option II

(30 hours, minimum of which 24 must be advanced)

Lower Division: Core Courses (6 hrs Core)	
SPAN 2321	Hispanic Literature and Civilization I
SPAN 2322	Hispanic Literature and Civilization II
Upper Division: Required Advanced Courses 18 hrs	
SPAN 3301	Spanish Literature (1100-1750)
SPAN 3303	Advanced Spanish Composition
SPAN 3311	Masterpieces of Spanish American Literature II
SPAN 3330	Spanish Grammar
SPAN 4316	Issues and Problems Related to Language
SPAN 4392	Senior Seminar
Upper Division: Choice of One of the Two 3 hrs	
SPAN 4310	Basic Concepts of Spanish Phonetics and Phonology,
or	
SPAN 3333	Introduction to English/Spanish Translation
Upper Division: Advanced Spanish Elective 3 hrs	

Academic Specialization in Spanish

(For Elementary Certification – B.A.L.A.S.)

(30 hours, 24 of which must be advanced)

Lower Division: Core Courses (6 hrs Core)	
SPAN 2321	Hispanic Literature and Civilization
SPAN 2322	Hispanic Literature and Civilization
Upper Division: Required Advanced Courses 24 hrs	
SPAN 3303	Advanced Spanish Composition
SPAN 3330	Spanish Grammar
SPAN 4303	Hispanic Civilization
SPAN 4310	Spanish Phonetics and Phonology
SPAN 4316	Problems and Issues Related to Language
SPAN 4368	Children's Literature
SPAN 4371	Chicano Narrative
SPAN	Advanced Spanish Elective

Academic Support in Spanish
(For Elementary Certification – B.A.L.A.S.)

(18 advanced hours)

Lower Division: Core Courses (6 hrs Core)	
SPAN 2321	Hispanic Literature and Civilization I
SPAN 2322	Hispanic Literature and Civilization II
Upper Division: Required Advanced Courses 18 hrs	
SPAN 3303	Advanced Spanish Composition
SPAN 3330	Spanish Grammar
SPAN 4303	Hispanic Civilization
SPAN 4310	Spanish Phonology and Phonetics
SPAN 4368	Children's Literature
SPAN 4371	Chicano Narrative

Spanish Minor (Non-Certification)

The bachelor's degree with a minor in Spanish requires 18 semester hours of Spanish, 12 of which must be advanced. The 12 hours of 3000 and 4000-numbered Spanish courses are selected from each of the following areas: language, literature, culture, and translation.

Lower Division: Core Courses (6 hrs Core)	
SPAN 2321	Hispanic Literature and Civilization I
SPAN 2322	Hispanic Literature and Civilization II
Upper Division: Advanced Spanish Electives 12 hrs	
Chosen from each of these areas: language, literature, culture, translation.	

Modern Languages Department Translator Certificates

The Department of Modern Languages offers courses leading to two translation certificates at the undergraduate level. These courses can prepare biliterate students for employment in professions other than teaching. Students successfully completing these courses earn certificates issued by the Department for possible employment as translators or interpreters, or for careers in government or commerce that require literacy in both English and Spanish.

Translation Studies Certificate

In addition to the General Education Requirements (48 semester hours of Core courses) outlined in this catalog, the Translation Studies Certificate requires the completion of the following sequenced course of study:

Lower Division: Required Spanish Prerequisites (6 hrs Core)	
SPAN 2321	Hispanic Literature and Civilization I
SPAN 2322	Hispanic Literature and Civilization II
Upper Division: Required Courses 21 hrs	
SPAN 3332	Introduction to Spanish/English Translation
SPAN 3333	Introduction to English/Spanish Translation
SPAN 3334	Commercial Spanish for Translators
SPAN 4332	Commercial Translation
SPAN 4334	Legal Translation
INTG 4366	Interpreting I
INTG 4367	Interpreting II

Translator and Bilingual Administrator Certificate

The Translator and Bilingual Administrator Certificate requires completion of all requirements for a Bachelor's degree from the University of Texas at Brownsville including all General Education Requirements (48 semester hours of Core courses), all courses for the Spanish Major, completion of the Business Administration Minor, and the successful completion of the following sequenced course of study:

Lower Division: Spanish (Core) Prerequisites (6 hrs Core)	
SPAN 2321	Hispanic Literature and Civilization I

SPAN	2322	Hispanic Literature and Civilization II	
Upper Division:		Required Advanced Courses	15 hrs
SPAN	3332	Introduction to Spanish/English Translation	
SPAN	3333	Introduction to English/Spanish Translation	
SPAN	3334	Commercial Spanish for Translators	
SPAN	4332	Commercial Translation	
SPAN	4334	Legal Translation	

Social Sciences Department

*Bachelor of Arts in Government, Government Minor,
Bachelor of Arts in History, History Minor*

Government

Program of Study

Bachelor of Arts – Government

The bachelor's degree with a major in government requires 36 semester hours of government, at least 30 of which must be advanced.

Government majors and minors specialize in four fields:

- American government: local, state, national
- Comparative government and international relations: totalitarian government, government and politics of Asia, comparative government, Western democracies, politics of emerging nations, Africa and Middle East, international politics and international organizations,
- Political theory and methodology: scope and methods of political science, political theory, and
- Public administration.

General Education Core Curriculum 48 Hours
Government Major 36 Hours

GOVT	2301	American Government I	(3 Hours Core)
GOVT	2302	American Government II	(3 Hours Core)
GOVT	3331	Methods and Political Science Research	3
GOVT	3385	Internship	3
GOVT	4390	Political Science Senior Seminar	3

Advanced Level Courses 21

Select 6 Hours from: 6

GOVT	3314	American State Government	
GOVT	3363	American Hispanic Politics	
GOVT	4320	American Constitutional Law: Federalism	
GOVT	4321	American Constitutional Law: Liberties	
GOVT	4360	American Executive Process	
GOVT	4363	American Legislative Process	
GOVT	4366	American Political Parties & Politics	
GOVT	4367	American Judicial Process	
GOVT	4368	Special Topics in American Govt.	

Select 3 Hours from Comparative Government or International Relations 3

GOVT	3322	Politics of Developing Nations	
GOVT	3343	International Politics	
GOVT	4369	Latin American Politics	
GOVT	4370	European Politics	
GOVT	4371	Contemporary International Issues	

Select 3 Hours from Political Theory Methodology 3

GOVT	3331	Methods of Political Science Research	
GOVT	4332	American Political Theory	
GOVT	4372	Classical Political Theory	
GOVT	4373	Modern Political Theory	

Select 3 Hours from Public Administration 3

GOVT	3323	Introduction to Public Administration	
GOVT	3385	Internship	
GOVT	4312	Urban and Metropolitan Planning	

GOVT	4365	American Administration Process	
GOVT	4374	American Public Policy	
Select 3 Hours Any Advanced Government			3
6 Hours Economic Principles			6
ECON	2301	Economic Principles I – Macro Economics	
ECON	2302	Economic Principles II – Micro Economics	
Minor (Minimum 18 Hours)			18

Electives

*Total Number of Hours Required 124 Hours

*36 Hours Must Be Advanced

Program of Study

Bachelor of Arts – Government

(Teacher Certification – Secondary Option I)

General Education Core Curriculum 48 Hours

Government Major 42 Hours

GOVT 2301 American Government I (3 Hours Core)

GOVT 2302 American Government II (3 Hours Core)

GOVT 3331 3

GOVT 3385 3

GOVT 4390 3

Advanced Level Courses 21

GOVT 4368 Special Topics in American Govt.

Select 6 Hours from Comparative Government or International Relations 6

GOVT 3322 Politics of Developing Nations

GOVT 3343 International Politics

GOVT 4369 Latin American Politics

GOVT 4370 European Politics

GOVT 4371 Contemporary International Issues

Select 3 Hours from Political Theory Methodology 3

GOVT 3331 Methods of Political Science Research

GOVT 4332 American Political Theory

GOVT 4372 Classical Political Theory

GOVT 4373 Modern Political Theory

Select 3 Hours from Public Administration 3

GOVT 3323 Introduction to Public Administration

GOVT 3385 Internship

GOVT 4312 Urban and Metropolitan Planning

GOVT 4365 American Administration Process

GOVT 4374 American Public Policy

Select 9 Hours Any Advanced Government 9

6 Hours Economic Principles 6

ECON 2301 Economic Principles I – Macro Economics

ECON 2302 Economic Principles II – Micro Economics

Minor (Non-Teaching, Minimum 18 Hours) 18 Hours

Professional Development Courses 24 Hours

Reading (READ 4351) 3 Hours

Total Number of Hours Required 139 Hours

Program of Study

Bachelor of Arts – Government

(Teacher Certification – Secondary Option II)

General Education 48 Hours

Government Major 36 Hours

GOVT 2301 American Government I (3 Hours Core)

GOVT 2302 American Government II (3 Hours Core)

GOVT 3331 3

GOVT 3385 3

GOVT 4390 3

Advanced Level Courses 21

Select 3 Hours from Comparative Government or International Relations			
GOVT 3322	Politics of Developing Nations		
GOVT 3343	International Politics		
GOVT 4369	Latin American Politics		
GOVT 4370	European Politics		
GOVT 4371	Contemporary International Issues		
Select 3 Hours from Political Theory and Methodology			
GOVT 3331	Methods of Political Science Research		
GOVT 4332	American Political Theory		
GOVT 4372	Classical Political Theory		
GOVT 4373	Modern Political Theory		
Select 3 Hours from Public Administration			3
GOVT 3323	Introduction to Public Administration		
GOVT 3385	Internship		
GOVT 4312	Urban and Metropolitan Planning		
GOVT 4365	American Administration Process		
GOVT 4374	American Public Policy		
Select 12 Hours Any Advanced Government Minor (Second Teaching Area; Minimum 24 Hours) Professional Development			12
Reading (READ 4351)			24 Hours
Total Number of Hours Required			139 Hours

Program of Study

Bachelor of Arts – Government – Social Science Composite (Teacher Certification – Secondary Option IV)

General Education Core Curriculum		48 Hours
*Government Major		36 Hours
History (Support Area)		15 Hours
Must include:		
HIST 3340	Texas History	
HIST 2321	World History to 1650 or	
HIST 2322	World History Since 1650 (Required)	
Both HIST 2321 and HIST 2322 are recommended.		
3 Hours Upper Division American History		
3 Hours Upper Division European History		
3 Hours Upper Division Latin American History		
Required Support Courses:		
Economics and Geography		12 Hours
Must include:		
ECON 2301	Macroeconomics	
ECON 2302	Microeconomics	
Must include:		
GEOG 1301	Elements of Physical Geography	
GEOG 3333	Latin American Geography or	
GEOG 3334	World Geography	
Professional Development Sequence		24 Hours
Reading (READ 4351)		3 Hours
Total Number of Hours Required		138 Hours
*Six hours are part of the CORE.		

Government Minor

The bachelor's degree with a minor in government requires 18 semester hours of government, at least nine of which must be advanced.

Course		Credit Hours
GOVT 2301	American Government I	3
GOVT 2302	American Government II	3
Upper Division Government Courses— must be approved		12
Total		18

Government Minor – Secondary Option II

Government		24 hours
GOVT 2301	American Government I	
GOVT 2302	American Government II	
GOVT 4390	6 hours Advanced American Government	
3 hours International Relations or Comparative Government		
3 hours Political Theory or Methodology		
3 hours Public Administration		

History

Department of Social Science: History Division

The History Division of the Social Science Department offers a major and a minor in history. Both help provide history students, who are part of a larger group of students in Liberal Arts, to develop analytical, reading, writing and speaking skills which help to prepare them for a variety of careers in education, government and business which are open to students with a Liberal Arts background. The study of history permits the student to discover how over time people, geography, ideas, science/technology, war and culture both shape and are shaped by the human experience. The history faculty believes that by pursuing historical studies, students will be guided toward a fuller realization of their maximum individual human potential.

History Major

The Bachelor's degree in history requires 39 advanced hours of credit. Students of history must also complete all of the General Education courses. In addition, all history majors must complete two capstone courses consisting of a U.S. history Senior Seminar, History 4390 and a World History Seminar 4392.

Those history students planning to pursue careers in education will find a number of options available to them in both Elementary and Secondary education. Information on the specific programs available are included in the program descriptions of the School of Education.

Program of Study

Bachelor of Arts (B.A.) – History

General Education Core Curriculum		Semester Hours
		48 Hours
Major requirements:		39 Hours
Lower division requirements		9 Hours
HIST 2321	World History to 1650	3
HIST 2322	World History since 1650	3
HIST 2380	Mexican-American History	3
Advanced requirements*		18 Hours
Texas History		3
American		(minimum) 3
European		(minimum) 3
Latin American		(minimum) 3
Senior Seminars American and World History		6
Advanced electives in major		(minimum) 12
Minor		(Minimum 18 Hours)
Hours of Free electives		19 Hours
Total Number of Hours Required		124 Hours
(36 hours must be advanced)		

*See course listing for choices

Program of Study

Bachelor of Arts (B.A.) – History
(Teacher Certification – Secondary Option I)
With a Non-Teaching Minor

General Education Core Curriculum	48 Hours
History Major	39 Hours
Lower division requirements	9 Hours
HIST 2321 World History to 1650	
HIST 2322 World History since 1650	
HIST 2380 Mexican-American History	
Upper Division distributional requirements	18 Hours
HIST 3340 Texas History	
Minimum of 3 hrs advanced American History	
Minimum of 3 hrs advanced European History	
Minimum of 3 hrs advanced Latin American History	
Senior Seminars: American Hist 4390 and World Hist 4392	
Upper Division Electives in major	12 Hours
Minor	18-24 Hours
Professional Development Sequence	24 Hours
Reading (READ 4351)	3 Hours
Total Number of Hours Required	132-138 Hours

Program of Study

Bachelor of Arts (B.A.) – History
(Teacher Certification – Option II)

General Education Core Curriculum	48 Hours
History Major	39 Hours
Lower division requirements	9 Hours
HIST 2321 World History to 1650	
HIST 2322 World History since 1650	
HIST 2380 Mexican-American History	
Upper Division distributional requirements	18 Hours
HIST 3340 Texas History	
Minimum of 3 hrs advanced American History	
Minimum of 3 hrs advanced European History	
Minimum of 3 hrs advanced Latin American History	
Senior Seminars: HIST 4390 and 4392	
Upper Division Electives in major	12 Hours
Professional Development Sequence	24 Hours
Minor (Second Teaching Area – Minimum 24 hours)	24-27 Hours*
Reading (READ 4351)	3 Hours
Total Number of Hours Required	138-141 Hours

* A twenty-seven hour minor exceeds the maximum of 139 hours under this option.

Program of Study

Bachelor of Arts – History – Social Studies Composite
(Teacher Certification – Secondary Option IV)

General Education Core Curriculum	48 Hours
History Major	39 Hours
Government (Support Area)	12 Hours
Must include 6 Hours of Upper Division American Government and 6 Hours from the following choices:	
International Relations/Comparative Government	
Political Theory or Methodology	
Public Administration	
Required Support Courses – Economics and Geography	12 Hours
Must include:	
ECON 2301 – Macroeconomics	

ECON 2302 – Microeconomics

Must include:
 GEOG 1301 – Elements of Physical Geography
 GEOG 3333 – Latin American Geography or
 GEOG 3334 – World Geography

Professional Development Sequence 24 Hours
 Reading (READ 4351) 3 Hours
Total Number of Hours Required 138 Hours

History Minor

The bachelor's degree with a minor in history and no teaching options requires 18 semester hours of history, 6 hours of this total are part of the General Education Requirements with the remainder consisting of 3 hours of Texas History 3340, 6 hours of World History 2321 and 2322 and a free choice of 3 Upper Division History hours. A student planning to minor in history must also complete a major field of study and all other General Education Requirements.

History Minor	Semester Hours
HIST 2321 World History to 1650	3
HIST 2322 World History since 1650	3
HIST 2380 Mexican-American History	3
HIST 3340 Texas History	3
Advanced electives in major	6
Total	18

History Minor – Secondary Option II

Must have 24 hours in History of which at least 12 must be advanced
 Must include:

HIST 2321 World History to 1650	
HIST 2322 World History since 1650	
HIST 2380 Mexican-American History	
HIST 3340 Texas History	
3 hours advanced American History	
3 hours advanced European History	
3 hours advanced Latin American History	
3 hours any advanced History	

Academic Specialization in History

(For Elementary Certification – B.A.L.A.S.)

Academic Specialization in History	24 Hours
3 Hours of HIST 2321 World History to 1650	
3 Hours of HIST 2322 World History since 1650	
3 Hours of HIST 2380 Mexican American History	
3 Hours of HIST 3340 Texas History	
9 Hours of Upper Division History with 3 taken from each of these three: American, European or Latin American History.	

Academic Support in History

(For Elementary Certification – B.A.L.A.S.)

Academic Support Area in History	18 Hours
3 Hours of HIST 2321 World History to 1650	
3 Hours of HIST 2322 World History since 1650	
3 Hours of HIST 3340 Texas History	
9 Hours of Upper Division History with 3 taken from each of these three: American, European and Latin American History.	

Military Science

Military Science - Minor

General Overview

The departmental objective is to develop selected men and women with potential to serve as commissioned officers in the Active Army, National Guard, or Army Reserve. The leadership and management experience gained through the Army Reserve Officers' Training Corps and service as a commissioned officer will benefit the student in civilian as well as in military science and national defense pursuits. Students in the program have the opportunity to:

- enhance leadership and managerial potential,
- attain basic understanding of military fundamentals and national security,
- attain clear understanding of the concept of military art and science, and
- develop a strong sense of personal honor, integrity, and individual responsibility.

Army Scholarship Program

Any student who meets prerequisites may compete for nationally awarded U.S. Army scholarships that pay for tuition, books, fees and other purely educational costs and a tax-free subsistence allowance for 10 months of each year the scholarship is in effect. A limited number of free rooms are available on campus with priority going to ROTC Scholarship winners.

Veteran's Assistance

Veterans who enroll in upper-level Military Science receive a tax-free monthly subsistence allowance for 10 months each of the two years, in addition to benefits provided by the Veteran's Administration, Army Reserve or National Guard.

Simultaneous Membership Program (SMP)

Eligible students are allowed to participate with Army Reserve or the National Guard combined with College ROTC. In addition to Reserve or National Guard pay, the student receives ROTC pay. In the SMP, the student's pay will be elevated to the rank of E-5 (Sergeant) and the student will fill the position of junior leader in that unit. Upon completion of a baccalaureate degree and the ROTC program, the student may be commissioned in the Active Army, Army Reserve or National Guard in the rank of second lieutenant.

Departmental Activities

The Department of Military Science sponsors several extracurricular activities such as the annual Military Ball, Dining-Out, ROTC Day, Field Training Exercises, and Guadalupe River canoe trip. Additional opportunities to participate in team events are available in Color Guard, Rifle Team, and Ranger Challenge.

Army Training

Selected cadets enrolled in the course may be eligible to compete for attendance to either the Airborne, Air Assault, Northern Warfare, Mountain Warfare, and Cadet Troop Leadership Training. Selection is based upon motivation, physical condition, and performance in Military Science.

Minor in Military Science

The Military Science Department offers a minor in Military Science and a commission as an officer in the Active Army, Army Reserve or Army National Guard through the Reserve Officers' Training Corps (ROTC) program at the Edinburg campus.

No Commitment or Obligation for Lower Level Courses

Students need not seek a career in the U.S. Army to enroll in lower level courses such as Marksmanship and First Aid, Survival and Land Navigation Training, and Basic Leadership, which provide the opportunity to increase individual skills and knowledge in leadership and management techniques in and outside the classroom. Lower-level courses also fulfill the physical education requirement for general education.

Requirements for Advanced Military Science Standing and Commissioning

1. Complete four semesters of lower-level ROTC courses or have advanced credit as a Veteran, from USAR/ARNG Basic Training, ROTC Basic Camp, or ROTC credit and approval.
2. Maintain full-time student status.
3. Pass a military physical examination.
4. Pass the ROTC Physical Aptitude Examination
5. Pass the Officer Selection Battery.
6. Maintain an overall grade point average of 2.0.
7. Sign an Advanced ROTC and Commissioning Agreement.
8. Successfully complete four semesters of Advanced ROTC courses.
9. Successfully complete ROTC Advanced Camp.
10. Successfully complete an undergraduate degree program.
11. Complete at least one departmentally approved Professional Military Education course from each of the listed: Written Communication Skills, Human Behavior, Computer Literacy, Mathematics and Military History

Military Science Minor

A minor in Military Science requires 18 semester hours of which 16 hours must be advanced Military Science courses plus ROTC 2302.

Course		Credit Hours
ROTC 3202	Advanced Army Physical Development	2
ROTC 3401	Advanced Military Leadership	4
ROTC 3402	Small Unit Tactics	4
ROTC 4401	Staff Management & Responsibilities	4
ROTC 4403	Advanced Military Science	4
Total		18

Note: A student planning to minor in Military Science must see the ROTC Representative at the College of Liberal Arts.

Pre-Law

Admission to law school is becoming increasingly selective. Applicants are selected primarily on these factors: the Law School Admissions Test (LSAT), which should be taken in the Junior or Senior year, a writing sample, which is a separate part of the LSAT, the student's overall grade point average, co-curricular activities and maturing experiences. Many law schools also request letters of recommendation.

Students should aim for a minimum GPA of 3.0 and a minimum LSAT score of 35. Virtually all law schools have admissions policies which allow exceptions to these figures, but the closer the student is to these scores, the better the chance of admission.

While any undergraduate major will assist in preparation for law school, those majors which emphasize the fundamental skills necessary for effective oral and written communication are advisable. Students are encouraged to seek courses of study which emphasize reading, writing, reasoning, and analyzing as these are skills tested most fully by the LSAT.

Pre-law students should consult the current Pre-Law Handbook prepared by the Law School Admission Service.

College of Science, Mathematics & Technology

Dr. José G. Martín, Dean
SETB 2.342 • (956) 574-6701



Certificates & Degrees Offered

Biological Sciences Department

Bachelor of Science – Biology
Biology Minor
Master of Science in Interdisciplinary Studies – Biology

Computer Sciences/Computer Information Systems Department

Certificate of Proficiency – Microcomputer Specialist
Associate in Applied Science – Computer Information Systems
Computer Science Minor
Computer Information Systems Minor
Bachelor of Science – Computer Science

Engineering Technology Department

Occupational Training Certificate – Machine Shop
Certificate of Proficiency – Drafting
Certificate of Proficiency – Electronics
Associate in Applied Science – Drafting
Associate in Applied Science – Electronics
Certificate of Proficiency – Engineering Technology
with concentration in Manufacturing/Mechanical or Electronics
Associate in Applied Science – Engineering Technology
with concentration in Manufacturing, Mechanical or Electronics
Bachelor of Science – Engineering Technology
with concentration in Manufacturing, Mechanical, or Electronics

Industrial Technology Department

Occupational Training Certificate
Air Conditioning and Refrigeration
Auto Body Repair
Automotive Mechanics
Building Trades
Diesel Mechanics

Purpose and Objective

The College of Science, Mathematics, and Technology, provides students with the opportunity to develop technical expertise, scientific knowledge, job skills and work ethics that prepare them for entry into a wide range of environments, including education and industry, as well as public sector service in governmental agencies.

The programs provide both theory and practical training, as well as the responsiveness to technological change in industrial application while simultaneously stimulating analytical thinking and establishing a foundation for further education and learning. The programs place emphasis on individual initiative, self-discipline, and the ability to adapt to new and ever-changing technological and social environments.

The College programs are designed to accommodate the institution's unique geographical location by meeting the needs and opportunities of both the South Texas and the Northern Mexico region and beyond.

Mathematics Department

Bachelor of Science – Mathematics
Mathematics Minor

Physical Sciences Department

Bachelor of Arts – Chemistry
Bachelor of Arts – Physics
Chemistry Minor
Physics Minor

Biological Sciences Department

Bachelor of Science – Biology Major, Biology Minor, Secondary Teacher
Certification Biology Major Option I, Secondary Teacher Certification
Composite Science Option IV
Master of Science in Interdisciplinary Science

The major in Biology is offered as a basic degree program for further studies or for employment in services not related to public education. The program is also designed for students desiring elementary or secondary teacher certification in Texas public education. Partial certifications can be found in this section. Additional information about certification must be obtained from the School of Education section in this catalog and the General Degree Requirements mentioned earlier in this publication. Please contact a member of the Department of Biological Sciences for additional information and/or help with our degree programs. Biology graduate courses are also offered toward a Master of Science Degree in Interdisciplinary Studies. See the Graduate Catalog, the Office of Graduate Studies, or the Graduate Coordinator in the Biological Sciences Department for information on this program.

The Biological Sciences Department provides support coursework to the Allied Health Sciences and Nursing programs.

Program of Study

Bachelor of Science Biology

In addition to the General Education Core requirements, the bachelor's degree with a major in biology requires 36 semester credit hours of biology

courses with 24 semester credit hours from the Biology Core (15 hours advanced) and 13 semester credit hours from the list of Biology electives. In addition, 15 semester credit hours are to be selected from the support courses.

General Education Core Curriculum 48 Hours
Lower Division required courses (11 Hours Core)

MATH 2313 or 2342
 CHEM 1311 + 1111
 CHEM 1312 + 1112

The Biology Major 36 Hours
Biology Core (24 Hours)

BIOL 1306 Biological Principles I
 BIOL 1106 Biological Principles I Laboratory
 BIOL 1307 Biological Principles II
 BIOL 1107 Biological Principles II Laboratory
 BIOL 3301 Advanced Physiology
 BIOL 3403 Genetics
 BIOL 3409 Ecology
 BIOL 3412 Cell Biology
 BIOL 4100 Biology Seminar

Biology Electives (12 hours, 9 Advanced)

BIOL 2321 Microbiology
 BIOL 2121 Microbiology Laboratory
 BIOL 2428 Comparative Vertebrate Anatomy
 BIOL 3408 Plant Morphology
 BIOL 3414 Invertebrate Zoology
 BIOL 4170 Laboratory Topics in Biology
 BIOL 4199 Research Problems in Biology
 BIOL 4299 Research Problems in Biology
 BIOL 4309 Herpetology
 BIOL 4370 (Limit of 3 hours)
 BIOL 4390 Biology Internship
 BIOL 4399 Research Problems in Biology
 BIOL 4402 Marine Zoology
 BIOL 4404 Ichthyology
 BIOL 4410 Marine Botany
 BIOL 4414 Plant Taxonomy
 BIOL 4420 Plant Anatomy
 BIOL 4450 Ornithology

Support Courses: (15 Hours)

CHEM 2323 Organic Chemistry I
 CHEM 2325 Organic Chemistry II
 PHYS 1301 General Physics I
 PHYS 1302 General Physics II
 COSC 1310 (or other course as agreed on between you and your advisor)

Recommended Courses: (4 Hours)

CHEM 2123 Organic Chemistry Laboratory I
 CHEM 2125 Organic Chemistry Laboratory II
 PHYS 1101 General Physics Laboratory I
 PHYS 1102 General Physics Laboratory II

The Biology Minor (Minimum 18 Hours; 9 advanced) 18 hours

Selecting Chemistry as the minor will reduce the required hours here to 9 advanced, and allow 9 hours additional electives.

Additional Electives: 3 Hours

(12 hours, if Chemistry is selected as the minor)

**Total Minimum Number of Hours Required for the Biology Major 124 hours*

RECOMMENDED FOUR YEAR MATRICULATION FOR BIOLOGY MAJORS WITH NO DEFICIENCIES

Freshman Year

First Semester

General Education Core Courses

BIOL 1306 & 1106
 CHEM 1311 & 1111

MATH 2313 or 2342

Second Semester

General Education Core Courses

BIOL 1307 & 1107

CHEM 1312 & 1112

COSC (see advisor)

Sophomore Year

Third Semester

General Education Core Courses

BIOL 3301 or 3403

CHEM 2323 (& 2123 recommended)

Fourth Semester

General Education Core Courses

BIOL 3301, 3403, 3409 or 3412

CHEM 2325 (& 2125 recommended)

Junior Year

Fifth Semester

General Education Core Courses

BIOL 3301, 3403, 3409, or 3412

BIOL Elective ** See List

PHYS 1301 & 1101

Minor Course (CHEM or other)

Sixth Semester

General Education Core Courses

BIOL 3301, 3403, 3409 or 3412

BIOL Elective ** See List

PHYS 1302 & 1102 or GEOL

Minor Course (CHEM or other)

Senior Year

Seventh Semester

General Education Core Courses

BIOL Electives ** See List

Minor Courses or electives

BIOL 4100 (or may be taken in Semester Eight)

Eighth Semester

BIOL Electives ** See List

Minor Courses or Electives

BIOL 4100

Students planning to pursue graduate study in a science, including Biology, Chemistry, Wildlife Science, Microbiology, Physiology, Molecular Biology, Ecology or most other areas need two semesters of Calculus, and should take it early. Statistics and/or Linear Algebra may also be recommended. Courses such as Speech, History, Government may be moved to later semesters to accommodate extra Mathematics.

Students planning to enter medical or other professional school requiring a background in science should consult with the pre-professional advisor as a freshman and follow the curriculum recommended.

Students with deficiencies, those who work, or who simply wish to reduce the intensity of the program may want to take longer to finish. Be sure to consult your advisor in order to sequence courses appropriately.

Biology Minor

The bachelor's degree with a minor in biology requires 24 to 25 semester credit hours of biology courses: 20 semester credit hours from the Biology Core (11 hours advanced) and 4-5 semester credit hours from the Biology Electives.

Biology Core

20 hours

BIOL 1106 Principles of Biology Laboratory I
 BIOL 1306 Principles of Biology I
 BIOL 1107 Principles of Biology Laboratory II
 BIOL 1307 Principles of Biology II
 BIOL 3403 Genetics

BIOL	3409	Ecology	
BIOL	3412	Cell Biology	
Biology Electives			
BIOL	2301	Anatomy and Physiology I	4-5 hours
BIOL	2101	Anatomy and Physiology Laboratory I	
BIOL	2321	Microbiology	
BIOL	2121	Microbiology Laboratory	
BIOL	2428	Comparative Vertebrate Anatomy	
BIOL	3301	Advanced Physiology	
BIOL	3408	Plant Morphology	
BIOL	3414	Invertebrate Zoology	
BIOL	4100	Biology Seminar	
BIOL	4170	Laboratory Topics in Biology	
BIOL	4199, 4299, or 4399	Research Problems in Biology	
BIOL	4309	Herpetology	
BIOL	4370	Topics in Biology	
BIOL	4402	Marine Zoology	
BIOL	4404	Ichthyology	
BIOL	4410	Marine Botany	
BIOL	4414	Plant Taxonomy	
BIOL	4420	Plant Anatomy	
BIOL	4450	Ornithology	
Total Number of Hours for the Minor			24-25 Hours

Academic Specialization in Biology
(For Elementary Certification - B.A.L.A.S.)

Academic Specialization: Biology			24 Hours
BIOL	2301	Human Anatomy and Physiology I	
BIOL	2101	Human Anatomy and Physiology I Laboratory	
BIOL	3301	Advanced Physiology	
Three to Four Semester Credit hours from the following			
BIOL	3314	Invertebrate Zoology	
BIOL	4309	Herpetology	
BIOL	4404	Ichthyology	
BIOL	4450	Ornithology	
Four semester Credit Hours from the following:			
BIOL	3408	Plant Morphology	
BIOL	4410	Marine Botany	
BIOL	4414	Plant Taxonomy	
BIOL	4420	Plant Anatomy	

Eight to Nine Semester Credit hours Advanced Biology Electives
Required in the General Education Core Curriculum BIOL 1306, BIOL 1106, BIOL 1307, BIOL 1107

Program of Study
Bachelor of Science - Biology
(Teacher Certification - Secondary Option I
Without a Minor)

General Education Core Curriculum			48 hours
Major: BIOLOGY			41 hours
Biology Core			24 hours
BIOL	1306	Biological Principles I	
BIOL	1106	Biological Principles I Laboratory	
BIOL	1307	Biological Principles II	
BIOL	1107	Biological Principles II Laboratory	
BIOL	3301	Advanced Physiology	
BIOL	3403	Genetics	
BIOL	3409	Ecology	
BIOL	3412	Cell Biology	
BIOL	4100	Biology Seminar	
Biology Electives			(17 hours, 9 Advanced)
BIOL	2301	(Required)	

BIOL	2101	(Required)	
BIOL	2302	(Required)	
BIOL	2102	(Required)	
BIOL	2321	Microbiology	
BIOL	2121	Microbiology Laboratory	
BIOL	2428	Comparative Vertebrate Anatomy	
BIOL	3408	Plant Morphology	
BIOL	3414	Invertebrate Zoology	
BIOL	4170	Laboratory Topics in Biology	
BIOL	4199	Research Problems in Biology	
BIOL	4299	Research Problems in Biology	
BIOL	4309	Herpetology	
BIOL	4370	(Limit of 3 hours)	
BIOL	4390	Biology Internship	
BIOL	4399	Research Problems in Biology	
BIOL	4402	Marine Zoology	
BIOL	4404	Ichthyology	
BIOL	4410	Marine Biology	
BIOL	4414	Plant Taxonomy	
BIOL	4420	Plant Anatomy	
BIOL	4450	Ornithology	
Support Courses:			15 hours
CHEM	2323	Organic Chemistry I	
CHEM	2325	Organic Chemistry II	
PHYS	1301	General Physics I	
PHYS	1302	General Physics II	
COSC	1310	(or other computer science course as agreed on between you and your advisor)	

Recommended Courses			4 Hours
CHEM	2123	Organic Chemistry Laboratory I	
CHEM	2125	Organic Chemistry Laboratory II	
PHYS	1101	General Physics Laboratory I	
PHYS	1102	General Physics Laboratory II	
Professional Development Sequence			24 hours
Reading (READ 4351)			3 Hours
Total Number of Hours Required			135 Hours

Program of Study
Bachelor of Science - Biology
(Science Composite - Secondary Certification -
Option IV)

General Education Core Curriculum			48 Hours
Biology			32 Hours
BIOL	1306	Biological Principles I	
BIOL	1106	Biological Principles I Laboratory	
BIOL	1307	Biological Principles II	
BIOL	1107	Biological Principles II Laboratory	
BIOL	2301	Human Anatomy and Physiology I	
BIOL	2101	Human Anatomy and Physiology Laboratory I	
BIOL	2302	Human Anatomy and Physiology II	
BIOL	2102	Human Anatomy and Physiology Laboratory II	
BIOL	3301	Advanced Physiology	
BIOL	3403	Genetics	
BIOL	3409	Ecology	
BIOL	3412	Cell Biology	
BIOL	4100	Biology Seminar	
Physical Sciences, Computer Science, and Geology			27 Hours
CHEM	2323	Organic Chemistry I	
CHEM	2123	Organic Chemistry Laboratory I	
CHEM	2325	Organic Chemistry II	
CHEM	2125	Organic Chemistry Laboratory II	
PHYS	1301	General Physics I	

PHYS	1101	General Physics Laboratory I	
PHYS	1302	General Physics II	
PHYS	1102	General Physics Laboratory II	
or			
PHYS	1415	Motion, Matter & Energy	
PHYS	1417	The Earth, The Sky and The Heavens	
GEOL	1403	Physical Geology	
GEOL	1404	Historical Geology	
COSC	1310	(or other computer science course as agreed on between you and your advisor)	
Professional Development Sequence			24 Hours
Reading (READ 4351)			3 Hours
Total Number of Hours Required			134 Hours

Computer Sciences/ Computer Information Systems Department

Bachelor of Science in Computer Science
Computer Science Minor
Computer Science Teacher Certification
Microcomputer Specialist Certificate
Associate in Applied Science Degree

The Bachelor of Science in Computer Science (BSCS) degree offered by the Department of Computer Sciences provides students with a background for graduate study in the computer sciences and complements the academic background needed for careers in computer science related fields. The minors include the subject matter needed for certification for secondary school teaching.

Computer Information Systems (CIS), a two year technical degree, emphasizes concepts and processes relevant to organizational functions and management. CIS graduates are prepared to work with information and computer technologies and use their training to develop and maintain an information system structure, solve problems, and improve Systems.

Additionally, the teacher certification program prepares students to teach secondary level computer science courses.

Computer Sciences

Computer Science, the study of the structure, function, and application of computers, is central to the rapidly expanding use of information technology. Computers have traditionally been used in engineering and scientific applications and business, and now applications are found in almost all fields from art to zoology.

Program of Study

Bachelor of Science in Computer Science

The Bachelor of Science in Computer Science degree requires a minimum of 126 semester credit hours (SCH). No minor is required because of the broad nature of the degree program.

General Education Core Curriculum 48 Hours
Lower Division Required Courses (11 Hours Core)

A computer science major must take Calculus I as the required math course as part of general education. The science requirement must not include physical science courses, but include 8 hours of the same courses such as physics, chemistry and biology.

Free Electives 12 Hours

A student may take 12 hours of any lower or upper level academic courses as free electives. A student requiring to take prerequisite courses leading to the basic math requirement of Calculus I, may use these prerequisite courses as free electives. The prerequisite math courses leading to Calculus I may not fetch credit in any other way. Any increase in the number of hours in math or other required courses will have to be absorbed by the 12 hours dedicated to Free Electives. A course with course-prefix beginning with a T is not eligible for a free elective.

Computer Science Foundation			19 Hours
COSC	1418	Programming Structures	4
COSC	2312	Foundations of Computer Science	3
COSC	2314	Computer Systems Tools	3
MATH	2314	Calculus II	3
MATH	2342	Elementary Statistics	3
MATH	3373	Discrete Structures	3
Computer Science Core			24 Hours
COSC	2318	Programming Structures II	3
COSC	3310	Systems Program and Conc. Processes	3
COSC	3325	Digital Logic and Computer Organization	3
COSC	3330	Networking & Database Management	3
COSC	3345	Data and Information Structures	3
COSC	3355	Principles of Programming Languages	3
COSC	4310	Operating Systems	3
COSC	4346	Systems Analysis & Design	3

Computer Science Electives 12 Hours

Select from following list:

COSC	4300	Compiler Construction	
COSC	4313	Computer Networking	
COSC	4330	Computer Graphics	
COSC	4332	Graphical User Interfaces	
COSC	4342	Database Management Systems	
COSC	4344	Management Information Systems	
COSC	4360	Numerical Methods	
COSC	4380	Special Topics	

Technical Electives 12 Hours

12 hours of approved advanced upper level courses:

Four higher-level application-oriented courses (12 semester credit hours) must be taken from the areas of business, engineering, physical sciences, and/or math. Departmental approval is required in the selection of these electives.

Total Minimum Number of Hours Required 127 Hours

Computer Science Minor

Non-teaching Minor Requirement or Minor for Secondary Option II

Course		Credit Hours	
COSC	1418	Programming Structures I	4
COSC	2318	Programming Structures II	3
COSC	3310	Systems Programming and Concurrent Processes	3
COSC	3330	Networking & Database Management	3
COSC	3345	Data and Information Structures	3
COSC	4310	Operating Systems	3
COSC	4342	Database Management Systems	3

Approved upper division COSC, or MATH
Total Minimum Number of Hours Required 25 Hours

Computer Information Systems

Courses leading to an Associate in Applied Science degree or to a one-year Certificate of Proficiency in Computer Programming and Microcomputers are offered. Courses are also offered for students in other disciplines requiring general knowledge of computers.

The Associate degree program is designed to give professional training and emphasize the application of the computer to a wide variety of needs and the design and development of computer-based systems. Such a broad and thorough training is excellent preparation for advanced college studies in the field of Computer Information Systems.

The Computer Information Systems courses and programs are not designed for students seeking a Bachelor's degree. However, in some instances, universities do accept certain credits in transfer. Due to the variation in requirements at major universities, students wanting to pursue a Bachelor's degree in computer information systems should consult a counselor to develop a degree plan suited to the university to which they intend to transfer.

Program of Study

Certificate of Proficiency - Microcomputer Specialist

Program Competencies

Students who successfully complete the Microcomputer Specialist program should be able to:

- work with user personnel in preparing specifications and documentation;
- design program logic, and code and test programs; and
- implement conversion of systems on microcomputer hardware.

First Semester		Freshman Year		Credit Hours
TCIS	1401	Introduction to BASIC		4
TCIS	1404	Introduction to Microcomputers		4
COSC	1310	Computer Literacy or		3
COSC	1305	Computer Systems		3
ACNT	1403	Introduction to Accounting I		4
Total				15
Second Semester		Freshman Year		Credit Hours
TCIS	2404	Data Base		4
TCIS	1410	PC and LAN Maintenance		4
TCIS	2412	Computer Graphics		4
		Elective*		4
Total				16
Total Number of Hours Required				31 Hours
Credit Hour Summary				
TCIS Required				27 Credit Hours
Elective				4 Credit Hours
Total				31 Credit Hours

* Approved Electives: ACNT 1404, TCIS 1405.

Program of Study

Associate of Applied Science

(A.A.S.) - Computer Information Systems

Program Competencies

Students completing the A.A.S. program will be offered the opportunity to develop skills to:

- apply current programming and computer application package techniques with a minimum of supervision;
- understand and operate most data processing equipment after a brief orientation period;
- properly document programming decisions and communicate with other computer specialists;
- analyze the needs of a company or office and design appropriate computer programs; and
- master new and special data processing techniques and/or continue their education at a four-year institution.

TSEC 1105 is recommended for students without previous typing or keyboarding experience.

First Semester		Freshman Year		Credit Hours
COSC	1310	Computer Literacy or		3
COSC	1305	Computer Systems		3
TCIS	1401	Introduction to BASIC		4
ENGL	1301	Composition I		3
MATH	1314	College Algebra, or		3
MATH	1313	College Math		3
Elective**				1-3
Total				14-16 Hours
Second Semester		Freshman Year		Credit Hours
ACNT	1403	Introduction to Accounting I		4
TCIS	1404	Introduction to Microcomputers		4
TCIS	1408	Advanced BASIC		4
ENGL	1302	Composition II*		3
Total				15 Hours
Summer Session		Freshman Year		Credit Hours
TCIS	2412	Computer Graphics		4
Elective**				1-4
Total				5-8 Hours

First Semester		Sophomore Year		Credit Hours
TCIS	2401	Introduction to COBOL		4
TCIS	2404	Data Base Concepts		4
TCIS	1410	PC and LAN Maintenance		4
SPCH		Speech course**		3
Total				15 Hours
Second Semester		Sophomore Year		Credit Hours
TCIS	2316	Business Systems Design		3
TCIS	2420	RPG II		4
TCIS	2424	Advanced COBOL		4
TCIS	2328	Field Project		3
		Social/Behavioral Science Course**/++		3
Total				17 Hours
Total Number of Hours Required				66-71 Hours
Credit Hour Summary				
TCIS				49 Credit Hours
*General Education				15 Credit Hours
General Electives				2-7 Credit Hours
Total				66-71 Credit Hours

** Electives may be any non-developmental courses.

+ Choose from SPCH 1315, SPCH 1321, SPCH 1318.

++ Choose from ECON 1303, ECON 2301, PSYC 2301, or SOCI 1301.

Upon completion of the required courses for the A.A.S.-Computer Information Systems, and during the final semester of coursework, students will be required to take their final comprehensive evaluation in an EXIT exam.

Engineering Technology Department

Certificates of Proficiency in Drafting, Electronics

Associate in Applied Science Degrees in Drafting, Electronics

The Engineering Technology Department offers Certificate, Associate and Bachelors degrees in four academic and technical areas: Drafting Technology, Electronics Technology, Engineering Technology and Machining Technology. These courses of study are designed to qualify the students for jobs as technicians and engineering technologists in a variety of design, Manufacturing and testing fields and to provide a basis for further study, advanced degrees and lifelong learning. Students acquire a valuable set of competencies in design, communications, listening, critical thinking and problem solving in addition to their expertise in the particular field of study.

Drafting Technology

The two-year curriculum in Drafting Technology prepares students for employment as drafting technicians specializing in two areas: Architectural/Civil/Structural or Mechanical/Electrical/Manufacturing.

Drafters produce detailed drawings with exact dimensions and specifications. Drafters must translate ideas into drawings and are an integral link between an idea and the finished product. Most drafters now use CAD (Computer-Aided Drafting) to make layouts, working plans, assembly drawings, and maps from notes and sketches. They put in written form the plans and designs of architects, engineers, or designers. To show the use or purpose of an object, drafters draw several views of each part in detail. These views enable workers to see the object's application in an assembly and where it fits in the overall design.

Drafters work in construction, petroleum, transportation, automobile, Manufacturing, machinery, utilities, consulting engineering, architecture, and in electronics, and missile programs. Almost every product needs detailed working drawings. To supply these plans, drafters work in industries that make everything from toys to rockets.

Upon completion of the Associate in Applied Science Degree, the students should be able to:

- produce correct drawings either manually or with CAD
- assume drafting assignments with minimum supervision
- communicate effectively with employer and staff in order to work in drafting team assignments

Program of Study

Certificate of Proficiency - Drafting

Freshman Year		Credit Hours
First Semester		
DFTG 1470	Drafting Computations	4
DFTG 1409	Basic CAD	4
DFTG 1405	Technical Drafting	4
COSC 1310	Computer Literacy*	3
Total		15 Hours
Second Semester		Credit Hours
DFTG 1456	Descriptive Geometry	4
DFTG 1448	Topographical Drafting	4
DFTG 1417	Architectural-Residential	4
DFTG 1452	Intermediate CAD	4
Total		16 Hours
Total Number of Hours Required		31 Hours

*TCIS 1405 may be substituted

Credit Hour Summary

Drafting	28 Hours
Total	31 Hours

Students in the Certificate Program must pass a comprehensive Exit Exam. This exam will cover competencies from all Certificate DFTG courses.

Program of Study

Associate of Applied Science (A.A.S.) - Drafting Technology

Freshman Year		Credit Hours
First Semester		
DFTG 1470	Drafting Computations	4
DFTG 1409	Basic CAD	4
DFTG 1405	Technical Drafting	4
ENGL 1301	Composition I*	3
COSC 1310	Computer Literacy	3
Total		18 Hours
Second Semester		Credit Hours
DFTG 1456	Descriptive Geometry	4
DFTG 1448	Topographical Drafting	4

DFTG 1417	Architectural-Residential	4
DFTG 1452	Intermediate CAD	4
Total		16 Hours
Summer Semester		Credit Hours
MATH 1314	College Algebra*	3
Total		3 Hours
Sophomore Year		Credit Hours
First Semester		
DFTG 2432	Advanced CAD	4
DFTG 2410	Structural Drafting	4
DFTG	Drafting Elective	4
DFTG	Drafting Elective	4
Total		16 Hours
Second Semester		Credit Hours
ARTS 1301	Art Appreciation*	3
DFTG 2366	Field Experience w/ Exit Exam	3
DFTG	Drafting Elective	4
SPCH 1315	Fundamentals of Speech	3
Social/Behavioral Science@		3
Total		16 Hours
Total Number of Hours Required		69 Hours
Credit Hour Summary		
Drafting		39 Credit Hours
Drafting Electives		12 Credit Hours
*General Education		18 Credit Hours
Total		69 Credit Hours

@ ECON 2301, GEOG 1301, PSYC 2301 or SOCI 1301
For DFTG electives contact department office.

Electronics Technology

The Associate degree in Electronics Technology prepares students to work in a variety of industries and service firms with responsibility for design, installation, maintenance and troubleshooting of electronic and computer based control and data acquisition systems.

Graduates from this program should be able to analyze, specify and design complex computer-based control and data acquisition systems, test existing systems and components and evaluate and diagnose problems with new and existing systems.

Program of Study

Associate in Applied Science (A.A.S.) - Electronics Technology

Freshman Year		Credit Hours
First Semester		
ENGL 1301	Composition I*	3
MATH 1314	College Algebra*	3
CETT 1425	Digital Fundamentals	4
IEIR 1402	DC Circuits	4
CETT 1429	Solid State Devices	4
Total		18 Hours
Second Semester		Credit Hours
SPCH 1315	Fundamentals of Speech*	3
MATH 1316	Trigonometry*	3
IEIR 1404	AC Circuits	4
CETT 1445	Microprocessor	4
CETT 1441	Solid State Circuits	4
Total		18 Hours
Sophomore Year		Credit Hours
First Semester		
EECT 2439	Communication Circuits or	
IEIR 1406	Electrical Motors	3

INTC	1307	Electronics Test Equipment	3
LOTT	1401	Introduction to Fiber Optics	4
CETT	2435	ADV Microprocessor	4

*General Education Option

Total 18 Hours

Second Semester

CPMT	1411	Computer Maintenance	4
or			
IEIR	1410	Motor Controls	4
RBTC	1405	Robotics Fundamentals	4
RBTC	1401	Programmable Logic C.	4
CETT	1321	E. Fabrication (Capstone)	3

*General Education Option

Total 18 Hours

Total Number of Hours Required 72 Hours

Credit Hour Summary

Electronics 57 Hours

General Education* 15 Hours

Total 72 Hours

Some courses have prerequisites.

Engineering Technology

The Engineering Technology program offers certificates, Associate of Applied Science and Bachelor of Science degrees in Electronics, Mechanical and Manufacturing Engineering Technology. These degree programs prepare students at the certificate and Associate levels for entry level jobs in Manufacturing and test operations. At the B.S. level, students are prepared for jobs as engineers and engineering technologists, capable of designing, producing and testing complex electronic and mechanical products and systems in Manufacturing and service operations. Graduates of these programs acquire increasing levels of skills in design, analysis, materials selection, production, testing, operations analysis and control of mechanical and electronic systems and products, depending upon their area of concentration.

Program of Study

Certificate in Electronics Engineering Technology

Freshman Year			
First Semester			
			Credit Hours
MATH	1412	Pre-Calculus	4
PHYS	1301	Physics I	3
PHYS	1101	Physics Laboratory I	1
CHEM	1311	General Chemistry I	3
CHEM	1111	General Chemistry Laboratory I	1
MEET	1301	Introduction to Computers	3
Total			15 Hours
Second Semester			
			Credit Hours
ENGT	2341	Applied Math for Technologists	3
PHYS	1302	Physics II	3
PHYS	1102	Physics Laboratory II	1
ELET	1410	Introduction to Electrical Technology	4
ENGR	1204	Engineering Graphics I	2
ENGR	2301	Statics	3
Total			16 Hours

Sophomore Year			
First Semester			
			Credit Hours
ENGT	2303	Probability and Statistics	3
ELET	2330	Electronic Systems Technology	3
MFET	2420	Manufacturing Process Technology	4
ENGT	2342	Applied Math for Technology II	3
INMT	1291	Special Topics (Mini-Capstone)	2
Total			15 Hours
Total Number of Hours Required			46 Hours

Credit Hour Summary	33 Hours
Engineering	16 Hours
General Education	49 Hours

Program of Study

Associate in Applied Science

(A.A.S.) Electronics Engineering Technology

Freshman Year			
First Semester			
			Credit Hours
ENGL	1301	Composition I	3
ENGT	1101	Introduction to Engineering Technology	1
MEET	1301	Introduction to Computers	3
CHEM	1311	General Chemistry	3
CHEM	1111	General Chemistry Laboratory I	1
HIST	1301	United States to 1877	3
PHYS	1301	Physics I	3
PHYS	1101	Physics Laboratory I	1
Total			18 Hours
Second Semester			
			Credit Hours
MATH	1412	Pre-Calculus	4
PHYS	1302	Physics II	3
PHYS	1102	Physics Laboratory II	1
ENGR	1205	Engineering Graphics I	2
ENGT	2401	Engineering Materials	4
ELET	1410	Introduction to Electrical Technology	4
Total			18 Hours

Sophomore Year			
First Semester			
			Credit Hours
ENGL	1302	Composition II	3
ENGT	2130	Engineering Communications	1
ELET	2301	Electrical Systems Technology	3
ELET	23XX	Technical Elective	3
HIST	1302	United States since 1877	3
ENGT	2341	Applied Math for Technology I	3
or			
MATH	2313	Calculus I	3
Total			16 Hours
Second Semester			
			Credit Hours
ENGT	2303	Probability and Statistics	3
SOCI	1301	Introduction to Sociology**	3
ENGT	2342	Applied Math for Technology II or	3
MATH	2314	Calculus II	3
ELET	2330	Electronic Systems Technology	3
MFET	2420	Manufacturing Process Technology	4
INMT	1291	Special Topics (Mini-Capstone)	2
Total			18 Hours
Total Number of Hours Required			70 Hours
Credit Summary			39 Hours
Engineering*			31 Hours
General Education			70 Hours

*Students must also enroll in ENGT 2175, Engineering Technology Co-op Seminar along with completing an external work experience or qualified part-time or full-time employment while completing their studies.

Program of Study

Bachelor of Science

(B.S.) Electronic Engineering Technology

Freshman Year			
First Semester			
			Credit Hours
ENGL	1301	Composition I	3
ENGT	1101	Introduction to Engineering Technology	1

HIST	1301	United States to 1877	3
PHYS	1301	Physics I	3
PHYS	1101	Physics Laboratory I	1
MATH	1412	Pre-Calculus	4
Total			15 Hours
Second Semester			
PHYS	1302	Physics II	3
PHYS	1102	Physics Laboratory II	1
ELET	1410	Introduction to Electrical Technology	4
MATH	2313	Calculus I	3
MEET	1301	Introduction to Computers	3
ENGL	1302	Composition II	3
ENGT	2130	Engineering Communications	1
Total			18 Hours
Sophomore Year			
First Semester			
HIST	1302	United States since 1877	3
ELET	2410	Electronics I	4
MATH	2314	Calculus II	3
ELET	2301	Introduction to Digital Circuits	3
ELET	2415	Introduction to Engineering Programming	4
KINE	X1XX	Kinesiology	1
Total			18 Hours
Second Semester			
ENGT	3301	Advanced Analytical Math	3
CHEM	1311	Chemistry I	3
CHEM	1111	Chemistry Lab	1
SOCI	X3XX	Social or Behavioral Science	3
ELET	2150	Fabrication Lab	1
ELET	2430	Electronic Systems Technology	4
ELET	2140	Instruments Lab	1
INMT	1291	Capstone Experience	2
Total			18 Hours
Junior Year			
First Semester			
SPAN	1313	Elementary Spanish I or	
SPAN	1373	Basic Spanish for Bilinguals I	3
ELET	3431	Introduction to Telecommunications	4
ELET	3412	Introduction to Microprocessors	4
	X3XX	Music or Art Appreciation	3
ENGT	2303	Probability and Statistics	3
Total			17 Hours
Second Semester			
ELET	3413	Microprocessor Interfacing	4
SPAN	1314	Elementary Spanish II or	
SPAN	1374	Basic Spanish for Bilinguals II	3
ELET	3314	Instrumentation and Control	3
ENGT	3303	Engineering Analysis	3
ELET	3440	Electric Machinery	4
Total			17 Hours
Senior Year			
First Semester			
	X3XX	Technical Elective	3
GOVT	2301	American Government I	3
ENGT	4241	Senior Design Project I	2
MFET	3311	International Quality Systems	3
ELET	4424	Power Distribution	4
MFET	4320	Materials and Processes	3
Total			18 Hours
Second Semester			
	X3XX	Technical Elective	3
GOVT	2302	American Government II	3
ENGT	4242	Senior Design Project II	2

ENGT	3320	Engineering Economics	3
SPCH	1315	Fundamentals of Speech	3
ENGL	23XX	Literature	3
Total			17 Hours
Total Number of Hours Required			
			137 Hours
Credit Hour Summary			
Engineering			83 Credit Hours
General Education Core Curriculum			48 Credit Hours
Electives			6 Credit Hours
Total			137 Credit Hours

Program of Study

Certificate of Proficiency in Manufacturing or Mechanical Engineering Technology

Freshman Year			
First Semester			
MATH	1412	Pre-Calculus	4
CHEM	1311	General Chemistry I	3
CHEM	1111	General Chemistry Laboratory I	1
MEET	1301	Introduction to Computers	3
PHYS	1301	Physics I	3
PHYS	1101	Physics Laboratory I	1
Total			15 Hours
Second Semester			
ENGT	2341	Applied Math for Technology I	3
ENGT	2303	Probability and Statistics	3
ENGR	2301	Statics	3
ENGR	1204	Engineering Graphics I	2
ENGT	2401	Engineering Materials	4
Total			15 Hours
Sophomore Year			
First Semester			
ENGT	2401	Engineering Materials	4
MFET	2420	Manufacturing Process Technology	4
ELET	1410	Introduction to Electrical Technology	4
INMT	1291	Special Topics (Mini-Capstone)	2
Total			14 Hours
Credit Hour Summary			
Engineering			32 Hours
General Education			12 Hours
Total			44 Hours

Program of Study

**Associate in Applied Science (A.A.S.)
Manufacturing Engineering Technology or
Mechanical Engineering Technology**

Freshman Year			
First Semester			
ENGL	1301	Composition I	3
ENGT	1101	Introduction to Engineering Technology	1
ENGR	2301	Statics	3
PHYS	1301	Physics I and	3
PHYS	1101	Physics Laboratory	1
CHEM	1311	General Chemistry I	3
CHEM	1111	General Chemistry Laboratory I	1
HIST	1301	United States to 1877	3
Total			16 Hours
Second Semester			
MATH	1412	Pre-Calculus	4
MEET	2422	Statics and Strength of Materials	4
ENGR	1204	Engineering Graphics I	2

ENGT	2303	Probability and Statistics	3
ENGT	2401	Engineering Materials	4
Total			17 Hours
Sophomore Year			
First Semester			
ENGL	1302	Composition II	3
ENGT	2130	Engineering Communications	1
ENGR	1205	Engineering Graphics II	2
HIST	1302	United States since 1877	3
MFET	2420	Manufacturing Process Technology	4
ENGT	2341	Applied Math for Technology or	
MATH	2313	Calculus I	3
Total			16 Hours
Second Semester			
23XX		Technical Elective	3
SOCI	1301	Introduction to Sociology**	3
ENGT	2342	Applied Math for Technology II or	
MATH	2314	Calculus II	3
MFET	2321	Manufacturing Process Planning	3
ELET	1410	Introduction to Electrical Technology	4
INMT	1291	Special Topics (Mini-Capstone)	2
Total			18 Hours
Total Number of Hours Required			
Credit Hour Summary			
Engineering*			
General Education			
Total			

*Students must also enroll in ENGT 2175, Engineering Technology Co-op Seminar along with completing an external work experience or qualified part-time or full-time employment while completing their studies.

Program of Study

Bachelor of Science

Manufacturing Engineering Technology

Freshman Year			
First Semester			
ENGL	1301	Composition I	3
ENGT	1101	Introduction to Engineering Technology	1
MEET	1301	Introduction to Computers	3
PHYS	1301	Physics I and	3
PHYS	1101	Physics Laboratory	1
HIST	1301	United States to 1877	3
MATH	1412	Pre-Calculus	4
Total			18
Second Semester			
CHEM	1311	Chemistry I	3
CHEM	1111	Chemistry Lab	1
PHYS	1302	Physics II	3
PHYS	1102	Physics II Lab	1
MATH	2313	Calculus I	3
ENGR	1204	Engineering Graphics I	2
ENGL	1302	Composition II	3
ENGT	2130	Engineering Communications	1
Total			17
Sophomore Year			
First Semester			
ENGT	2401	Engineering Materials	4
MATH	2314	Calculus II	3
ENGR	1205	Engineering Graphics II	2
CHEM	1312	Chemistry II	3
CHEM	1112	Chemistry Lab	1
KINE	X1XX	Kinesiology	1

ENGR	2301	Statics	3
Total			17
Second Semester			
HIST	1302	United States since 1877	3
ENGT	3301	Advanced Analytical Math	3
X3XX		Technical Elective	3
ENGR	2302	Dynamics	3
MFET	2420	Manufacturing Processes	4
INMT	1291	Capstone Experience	2
Total			18
Junior Year			
First Semester			
SPAN	1313	Elementary Spanish I or	
SPAN	1373	Basic Spanish for Bilinguals	3
MFET	3311	Inter. Quality Assurance Systems	3
MFET	2321	Manufacturing Process Planning	3
X3XX		Music or Art Appreciation	3
ENGR	2332	Mechanics of Materials	3
ENGT	2303	Probability and Statistics	3
Total			18
Second Semester			
MEET	3430	Transport Technologies I	4
SPAN	1314	Elementary Spanish II or	
SPAN	1374	Basic Spanish for Bilinguals II	3
ELET	1410	Introduction to Electrical Tech.	4
ENGT	3303	Engineering Analysis	3
SPCH	1315	Fundamentals of Speech	3
Total			17
Senior Year			
First Semester			
X3XX		Technical Elective	3
MFET	4321	Designed Experimentation	3
GOVT	2301	American Government I	3
ENGT	3320	Engineering Economics	3
ENGT	4241	Senior Design Project I	2
MFET	3320	Product and Process Design	3
Total			17
Second Semester			
X3XX		Technical Elective	3
GOVT	2302	American Government II	3
ENGT	4242	Senior Design Project II	2
X3XX		Social or Behavioral Science	3
ELET	3314	Instrumentation and Control	3
ENGL	23XX	Literature	3
Total			17
Total Number of Hours Required			
Credit Hour Summary			
Engineering			
General Education Core Curriculum			
Electives			
Total			

138 Hours			
82 Credit Hours			
48 Credit Hours			
9 Credit Hours			
139 Credit Hours			

Program of Study

Bachelor of Science

Mechanical Engineering Technology

Freshman Year			
First Semester			
ENGL	1301	Composition I	3
ENGT	1101	Introduction to Engineering Technology	1
MEET	1301	Introduction to Computers	3
PHYS	1301	Physics I and	3

PHYS	1101	Physics Laboratory	1
HIST	1301	United States to 1877	3
MATH	1412	Pre-Calculus	4
Total			18
Second Semester			
PHYS	1302	Physics II and	3
PHYS	1102	Physics Laboratory II	1
CHEM	1311	Chemistry I	3
CHEM	1111	Chemistry Lab	1
MATH	2313	Calculus I	3
ENGR	1204	Engineering Graphics I	2
ENGL	1302	Composition II	3
ENGT	2130	Engineering Communications	1
Total			17
Sophomore Year			
First Semester			
ENGT	2401	Engineering Materials	4
MATH	2314	Calculus II	3
ENGR	1205	Engineering Graphics II	2
KINE	X1XX	Kinesiology	1
ENGR	2301	Statics	3
ELET	1410	Introduction to Electrical Tech.	4
Total			17
Second Semester			
HIST	1302	United States since 1877	3
ENGT	3301	Advanced Analytical Math	3
ENGR	2302	Dynamics	3
MFET	2420	Manufacturing Processes	4
INMT	1291	Capstone Experience	2
	X3XX	Social or Behavioral Science	3
Total			18
Junior Year			
First Semester			
SPAN	1313	Elementary Spanish I or	
SPAN	1373	Basic Spanish for Bilinguals	3
MFET	3320	Product and Process Design	3
	X3XX	Musical or Art Appreciation	3
ENGR	2332	Mechanics of Materials	3
ENGT	2303	Probability and Statistics	3
ENGT	3303	Engineering Analysis	3
Total			18
Second Semester			
SPAN	1314	Elementary Spanish II or	
SPAN	1374	Basic Spanish for Bilinguals II	3
MEET	3333	Mechanical Subsystem Design	3
MFET	3311	Inter. Quality Assurance Systems	3
MEET	3430	Transport Technologies I	4
	X3XX	Technical Elective	3
Total			16
Senior Year			
First Semester			
	X3XX	Technical Elective	3
GOVT	2301	American Government I	3
ENGT	3320	Engineering Economics	3
ENGT	4241	Senior Design Project I	2
ELET	3314	Instrumentation and Control	3
MEET	3431	Transport Technologies II	4
Total			16
Second Semester			
	X3XX	Technical Elective	3
GOVT	2302	American Government II	3
ENGT	4242	Senior Design Project II	2
MEET	4325	Mechanical Power Systems	3

SPCH	1315	Fundamentals of Speech	3
ENGL	23XX	Literature	3
Total			17
Credit Hour Summary			
Engineering			81 Credit Hours
General Education Core Curriculum			48 Credit Hours
Electives			9 Credit Hours
Total			138 Credit Hours

Program of Study

Occupational Training Certificate Machine Shop

The Certificate in Machine Shop prepares students for entry level jobs in machining operations in Manufacturing and for entry into apprentice programs for tool and die professions.

Graduates from this program should be able to operate all the common basic manual and computer controlled machine tools including lathes, milling machines, grinders and boring machines. They will be capable of holding commercial tolerances for semi-precision products, perform basic measurement operations and follow blue prints and standard operations sheets to produce parts and components.

Total Number of Hours Required Credit Hours 42 Hours

Contact Hours 1,328

Freshman Year

First Semester Credit Hours

MCHN 1332 Bench Work & Layout 3

MCHN 1300 Machinist I 3

MCHN 1317 Machine Shop Blueprint Reading 3

MCHN 1320 Precision Tools & Measurement 3

MCHN 1338 Basic Machine Shop I 3

Total Hours 15

Second Semester

MCHN 1302 Machinist II 3

MCHN 1305 Metal & Heat Treatment 3

MCHN 1341 Basic Machine Shop II 3

MCHN 1343 Machine Shop Mathematics 3

MCHN 1352 Intermediate Machine Shop 3

Total Hours 15

Summer Sessions

MCHN 1253 Intermediate Machine Shop II 2

MCHN 2433 Advanced Lathe Operations 4

MCHN 1254 Intermediate Machine Shop 2

MCHN 2437 Advanced Milling Operations 4

Total Hours 12

Total Number of Hours Required 42

Industrial Technology Department

Occupational Training Certificates (OTC) in Air Conditioning and Refrigeration, Auto Body Repair, Automotive Mechanics, Building Trades, Diesel Mechanics

Program of Study

Occupational Training Certificate Air Conditioning and Refrigeration

The air conditioning and refrigeration program is a one year program that offers students the opportunity to prepare to enter the fields of air

conditioning, heating, ventilation, and refrigeration system installation, service and repair. Classroom and laboratory work with state of the art equipment provides students with the opportunity to acquire the technical knowledge and skills and work attitude needed for employment in the Air Conditioning and Refrigeration industry.

Total Number of Hours Required		36 Credit Hours
Contact Hours - 1,376		
Freshman Year		
First Semester		
HART 1501	Electricity Principles	5
HART 1507	Refrigeration Principles	5
MAIR 1449	Refrigerators, Freezers, & Window Air Conditioners	4
Total		14
Second Semester		
MAIR 1445	Dryers, Washers, Dishwashers	4
HART 1541	Residential Air Conditioning	5
HART 1545	Gas & Electric Heating	5
Total		14
Summer Sessions		
HART 2538	A.C. Installation/Service	5
HART 369	Practicum or	3
HART 2536	Troubleshooting	3
Total		8
Total Number of Hours Required		36

Program of Study

Occupational Training Certificate

Auto Body Repair

The one-year auto body program offers students the opportunity to develop the skills needed to perform extensive body repairs under minimum supervision. Classroom and laboratory work with modern tools and equipment provides students the opportunity to acquire the technical knowledge and skills and the work attitude needed for employment in the auto body damage repair industry.

Total Number of Hours Required Credit Hours - 36
Contact Hours - 1,056

Freshman Year		
First Semester		
ABDR 1541	Structural Analysis & Damage Repair I	5
ABDR 1519	Basic Metal Repair	5
ABDR 1411	Vehicle Measurement & Damage Repair Procedures	4
Total		14
Second Semester		
ABDR 1453	Fiberglass Repair	4
ABDR 1542	Structural Analysis & Damage Repair II	5
ABDR 1431	Basic Refinishing	4
Total		13
Summer Sessions		
ABDR 2549	Advanced Refinishing I	5
ABDR 2255	Collision Repair Estimating	2
ABDR 2257	Collision Repair Shop Management	2
Total		9
Total Number of Hours Required		36

Program of Study

Occupational Training Certificate

Automotive Mechanics

The one-year automotive mechanics program offers students the opportunity to enter the fields of general or specialized automotive service repair. Classroom and laboratory work with state-of-the-art equipment and sophis-

ticated vehicles provides students the opportunity to acquire the technical knowledge, skills and work attitude needed for employment in the automotive service and repair field.

Total Number of Hours Required Credit Hours - 39
Contact Hours - 1,136

Freshman Year		
First Semester		
AUMT 1201	Introduction & Theory of Automotive Technology	2
AUMT 2305	Theory of Automotive Engines	3
AUMT 1407	Automotive Electrical Systems	4
AUMT 2417	Engine Performance Analysis I	4
Total		13
Second Semester		
AUMT 1419	Automotive Engine Repair	4
AUMT 2434	Engine Performance Analysis II	4
AUMT 1410	Brakes	4
AUMT 1416	Suspension & Steering	4
Total		16
Summer Sessions		
AUMT 1445	Automotive Heating & A.C.	4
AUMT 2209	Manual Drive Train and Axle Theory	2
AUMT 2425	Automatic Transmission and Transaxle	4
Total		10
Total Number of Hours Required		39

Program of Study

Occupational Training Certificate

Building Trades

The one-year building trades program offers students the opportunity to enter the field of residential construction and repair as a building construction craftsman. Classroom and laboratory work with state-of-the-art equipment provides students the opportunity to acquire the technical knowledge, skills and work attitude needed for employment in residential construction, the nation's largest industry.

Total Number of Hours Required Credit Hours - 33
Contact Hours - 1,328

Freshman Year		
First Semester		
TBTS 1101	Occupational Orientation & Safety	48/1
TBTS 1402	Blueprint Reading & Sheet Specifications	160/4
TBTS 1403	Setting Foundations	160/4
TBTS 1404	Framing	160/4
Second Semester		
TBTS 1405	Roofing	160/4
TBTS 1406	Applied Exterior Finish	160/4
TBTS 1407	Applied Interior Finish	160/4
Summer Session		
TBTS 1408	Residential Wiring & Plumbing	160/4
TBTS 1409	Cabinetry	160/4
Total Number of Hours Required		33

Program of Study

Occupational Training Certificate

Diesel Mechanics

The one-year diesel mechanics program offers students the opportunity to enter the fields of general or specialized Diesel-powered vehicle service and repair. Classroom and laboratory work with state of the art equipment provides students the opportunity to acquire the technical knowledge and skills and the work attitude needed for employment maintaining, diagnosing, servicing and repairing Diesel-powered vehicles and equipment.

Total Number of Hours Required Credit Hours - 37
Contact Hours - 1088

Freshman Year			
First Semester			Credit Hours
DEMR	1506	Diesel Engine I	5
DEMR	1510	Diesel Engine Testing/Repair I	5
DEMR	1413	Fuel Systems	4
Total			14
Second Semester			Credit Hours
DEMR	1521	Power Train I	5
DEMR	1505	Basic Electrical Systems	5
DEMR	1423	HVAC Troubleshooting & Repair	4
Total			14
Summer Sessions			Credit Hours
DEMR	1516	Basic Hydraulics	5
DEMR	1491	Special Topic: Service Area	4
Total			9
Credit Hour Summary			
Total Number of Hours Required			37 Hours

Mathematics Department

Bachelor of Science - Mathematics Major Mathematics Minor

The Department of Mathematics offers a major and a minor in Mathematics, both of which provide the student with the adequate background for continued study in Mathematics or in a related area. The curriculum offered by the Mathematics Department will prepare students for graduate school, for careers in applied mathematics, or for a teaching career in mathematics.

The faculty of the Mathematics department shares a commitment to the advancement and dissemination of knowledge through excellence in teaching, scholarship, and dedication to creative activities. This commitment by the faculty assures that a graduate of this program is afforded the opportunity to be successful in whatever career is chosen.

Mathematics

The Bachelor of Science Degree with a major in Mathematics requires 38 semester credit hours, 21 of which must be advanced. The requirements for this degree include 10 core courses and six hours of advanced math electives.

The first course in the core is Math 2413 (Calculus I). Students who are not prepared to begin the mathematics sequence with Calculus I will have to use the three hours included in the General Education Core, and/or some elective hours to bring their mathematics skills up to that level.

Courses of study leading to the Bachelor of Science in Mathematics under non-teaching certification or Teacher Certification I (one teaching field) require a minor concentration. The student pursuing a degree in Mathematics without teacher certification may select a minor field from one of the following areas: Art, Art History, Biology, Chemistry, Computer Science, Criminal Justice, English, Government, History, Kinesiology, Music (Applied Music), Physics, Psychology, Sociology, and Spanish.

Similarly, students pursuing the teacher certification under Secondary Option I may select a minor from the fields designated in the School of Education section of this catalog.

Students wishing to major in Mathematics under Teacher Certification Secondary Option II must include a second teaching area from one of the fields designated in the School of Education section of this catalog.

Students choosing a degree program for elementary certification (BALAS) may elect a 24-hour academic specialization in Mathematics.

Program of Study		
Bachelor of Science - Mathematics		
(Non-Teaching Degree With A Minor)		
General Education Core Curriculum		48 Hours
Mathematics Major		38 Hours
Math Core		(32 Hours)
MATH 2413	Calculus I	
MATH 2414	Calculus II	
MATH 2318	Linear Algebra	
MATH 2342	Elementary Statistics	
MATH 3305	Euclidean and Transformational Geometry	
MATH 3347	Calculus III	
MATH 3373	Discrete Structures	
MATH 4348	Advanced Linear Algebra	
MATH 4351	Modern Algebra	
COSC 1318	Programming Structures I (Preferred) or	
COSC 1310	Computer Literacy	
Mathematics Electives (3000 and 4000 level courses - 6 Hours)		
Minor (minimum 18 Hours)		18-30 Hours
Free Electives		8-20 Hours
Total Number of Hours Required		124 Hours

Program of Study		
Bachelor of Science - Mathematics		
(Teacher Certification - Secondary Option I)		
General Education Core Curriculum		48 Hours
Mathematics Major		38 Hours
Mathematics Core		(32 Hours)
MATH 2413	Calculus I	
MATH 2414	Calculus II	
MATH 2318	Linear Algebra	
MATH 2342	Elementary Statistics	
MATH 3305	Euclidean and Transformational Geometry	
MATH 3347	Calculus III	
MATH 3373	Discrete Structures	
MATH 4348	Advanced Linear Algebra	
MATH 4351	Modern algebra	
COSC 1318	Programming Structures I (Preferred) or	
COSC 1310	Computer Literacy	
Mathematics Electives (3000 and 4000 level courses - 6 Hours)		
Minor (Non-Teaching, minimum 18 hours)		18-24 Hours
Professional Development Sequence		24 Hours
Reading (READ 4351)		3 Hours
Free Electives		0-6 Hours
Total Number of Hours Required		137 Hours

Program of Study		
Bachelor of Science - Mathematics		
(Teacher Certification - Secondary Option II)		
General Education		48 Hours
Mathematics Major		38 Hours
Mathematics Core (32 Hours)		
MATH 2413	Calculus I	
MATH 2414	Calculus II	
MATH 2318	Linear Algebra	
MATH 2342	Elementary Statistics	
MATH 3305	Euclidean and Transformational Geometry	
MATH 3347	Calculus III	

MATH	3373	Discrete Structures	3	3
MATH	4348	Advanced Linear Algebra	3	3
MATH	4351	Modern algebra	3	3
COSC	1318	Programming Structures I (Preferred) or	3	3
COSC	1310	Computer Literacy	3	3
Mathematics Electives (3000 and 4000 level courses)			6 Hours	
Minor (Second Teaching Area; Minimum 24 Hours)			24 Hours	
Professional Development Sequence			24 Hours	
Reading (READ 4351)			3 Hours	
Total Number of Hours Required			137 Hours	

Academic Specialization in Mathematics

(For Elementary Certification - B.A.L.A.S.)

Academic Specialization in Mathematics			24 hrs	
MATH	2313	Calculus I	3	3
MATH	2314	Calculus II	3	3
MATH	2342	Elementary Statistics	3	3
MATH	3303	History of Mathematics	3	3
MATH	3304	Geometric Structures	3	3
MATH	4302	Theory of Numbers	3	3
Six semester credit hours of Advanced Math Electives			6 Hours	

Academic Support Area in Mathematics

(For Elementary Certification - B.A.L.A.S.)

Academic Support Area in Mathematics			18 Hours	
MATH	2313	Calculus I	3	3
MATH	2314	Calculus II	3	3
MATH	3303	History of Mathematics	3	3
MATH	3304	Geometric Structures	3	3
MATH	4302	Theory of Numbers	3	3
MATH	3 Hours from: MATH 3302 or MATH 3305		3 Hours	

Mathematics Minor

The bachelor's degree with a minor in Mathematics requires 26 semester credit hours of Mathematics, 15 of which must be advanced math electives. The first course in the core is Math 2413 (Calculus I). Students who are not prepared to begin the mathematics sequence with Calculus I, will have to use the three hours included in the General Education Core and/or some elective hours to bring their mathematical skills up to that level.

The Mathematics minor is an option for students completing a degree in a non-teaching major or the teacher certification degree under Options I or II.

Mathematics Minor

(For Non-Teaching Degrees or

Teacher Certification - Options I & II Minors)

Mathematics Minor Core			20 Hours	
MATH	2413	Calculus I	3	3
MATH	2414	Calculus II	3	3
MATH	2342	Elementary Statistics	3	3
MATH	3305	Euclidean & Transformational Geometry	3	3
MATH	3347	Calculus III	3	3
MATH	3373	Discrete Structures	3	3
Math Electives (3000 and 4000 level courses)			6 Hours	
Total Number of Hours Required for Minor			26 Hours	

Physical Sciences Department

Bachelor of Arts - Chemistry, Chemistry Minor,

Bachelor of Arts - Physics, Physics Minor

The programs and minors offered by the Physical Sciences Department are designed to provide the student with the needed background for graduate studies, employment in industry, or, with the appropriate options, secondary teacher certification in Texas public education. Refer to the Education Department for teacher certification requirements.

Chemistry

Program of Study

Bachelor of Arts - Chemistry

The bachelor's degree with a major in chemistry requires a total of 125 hours with a minimum of 36 advanced hours, and 47 semester hours of chemistry, at least 31 of which must be advanced.

General Education Core Curriculum 48 Hours
Students should use CHEM 1311/1111 and CHEM 1312/1112, the General Chemistry I and II series, to satisfy the science requirement and MATH 1412, Pre-Calculus to satisfy the mathematics requirement.

Chemistry Major		47 Hours
Support Courses		20 Hours
Restricted Electives		12 Hours
Free Electives		6 Hours
Total Number of Hours Required		125 Hours

Chemistry Major		47 Hours		
Chemistry Core		31 Hours		
CHEM	2123	Organic Chemistry Laboratory I	3	3
CHEM	2323	Organic Chemistry I	3	3
CHEM	2125	Organic Chemistry Laboratory II	3	3
CHEM	2325	Organic Chemistry II	3	3
CHEM	3301	Inorganic Chemistry	3	3
CHEM	3105	Analytical Laboratory	3	3
CHEM	3305	Analytical Chemistry	3	3
CHEM	3110	Physical Chemistry Laboratory I	3	3
CHEM	3310	Physical Chemistry I	3	3
CHEM	3112	Physical Chemistry Laboratory II	3	3
CHEM	3312	Physical Chemistry II	3	3
CHEM	4320	Chemistry Problems	3	3
CHEM	4110	Chemical Seminar	3	3
CHEM	4105	Instrumental Methods Lab	3	3
CHEM	4305	Instrumental Methods of Analysis	3	3

Chemistry Electives		8 Hours		
Choose from:				
CHEM	3303	Biochemistry I	3	3
CHEM	3103	Biochemistry Laboratory I	3	3
CHEM	3304	Biochemistry II	3	3
CHEM	3306	Chemical Literature	3	3
CHEM	4404	Selected Topics in Biochemistry	3	3
CHEM	4412	Selected Topics in Physical Chemistry	3	3
CHEM	4423	Selected Topics in Organic Chemistry	3	3
Support Courses		20 Hours		
PHYS	1101	General Physics Laboratory I	3	3
PHYS	1301	General Physics I	3	3
PHYS	1102	General Physics Laboratory II	3	3
PHYS	1302	General Physics II	3	3
MATH	2313	Calculus I	3	3
MATH	2314	Calculus II	3	3

MATH	3349	Differential Equations	
COSC	1318	Programming Structures	
Restricted Electives			12 Hours
Students choose from Biology, Computer Science, Advanced Mathematics, Advanced Physics or Advanced Chemistry.			
Free Electives			6 Hours

The Chemistry Major does not require a minor. To include a minor in the degree plan, students should use the electives along with courses from the General Education Core to fulfill the requirements of a minor. Students who are not prepared to begin the mathematics sequence at Pre-Calculus, should use some electives to bring their skills up to that level.

Program of Study

Bachelor of Arts - Chemistry

Teacher Certification - Secondary Option I

A Bachelor of Arts Degree In Chemistry, with Secondary Teaching Certification - Option I, is available for students seeking teaching certification. This degree requires 129 hours with a minimum of 36 advanced hours and 47 semester hours of chemistry, at least 31 of which must be advanced.

General Education Core Curriculum	48 Hours
Chemistry Major	47 Hours
Students should use CHEM 1311/1111 and CHEM 1312/1112, the General Chemistry I and II series, to satisfy the science requirement and MATH 1412, Pre-Calculus to satisfy the mathematics requirement.	
Support Courses	20 Hours
Professional Development - Education Courses	24 Hours
Reading (READ 4531)	3 Hours
Free Electives	3 Hours
Total Number of Hours Required	129 Hours

Chemistry Major (47 Hours)

Chemistry Requirements (General Education Core Curriculum)	
CHEM 1311, CHEM 1111, CHEM 1312, CHEM 1112	6 Hours
Chemistry Core	31 Hours

CHEM 2123	Organic Chemistry Laboratory I
CHEM 2323	Organic Chemistry I
CHEM 2125	Organic Chemistry Laboratory II
CHEM 2325	Organic Chemistry II
CHEM 3301	Inorganic Chemistry
CHEM 3105	Analytical Laboratory
CHEM 3305	Analytical Chemistry
CHEM 3110	Physical Chemistry Laboratory I
CHEM 3310	Physical Chemistry I
CHEM 3112	Physical Chemistry Laboratory II
CHEM 3312	Physical Chemistry II
CHEM 4320	Chemistry Problems
CHEM 4110	Chemical Seminar
CHEM 4105	Instrumental Methods Lab
CHEM 4305	Instrumental Methods of Analysis

Chemistry Electives 8 Hours

Choose from:	
CHEM 3303	Biochemistry I
CHEM 3103	Biochemistry Laboratory I
CHEM 3304	Biochemistry II
CHEM 3306	Chemical Literature
CHEM 4404	Selected Topics in Biochemistry
CHEM 4412	Selected Topics in Physical Chemistry
CHEM 4423	Selected Topics in Organic Chemistry

Support Courses (20 Hours)

PHYS 1101	General Physics Laboratory I
PHYS 1301	General Physics I

PHYS 1102	General Physics Laboratory II
PHYS 1302	General Physics II
MATH 2313	Calculus I
MATH 2314	Calculus II
MATH 3349	Differential Equations
COSC 1318	Programming Structures

Chemistry Minor

The bachelor's degree with a minor in chemistry requires 24 semester hours of chemistry, at least 12 of which must be advanced.

The Chemistry minor can be used in three ways:

1. As a normal minor for a B.S. or B.A. degree
2. In secondary teaching certification (Option I)
3. In secondary teaching certification (Option II)

Required Courses	12 Hours
CHEM 1311	General Chemistry I
CHEM 1111	General Chemistry I Laboratory
CHEM 1312	General Chemistry II
CHEM 1112	General Chemistry II Laboratory
CHEM 2123	Organic Chemistry I Laboratory
CHEM 2323	Organic Chemistry I
Advanced Chemistry Electives	12 Hours
Choose from any advanced chemistry courses	
Total	24 Hours

Physics

Program of Study

Bachelor of Arts - Physics

The Bachelor of Arts degree with a major in physics requires a minimum of 126 hours including a minimum of 36 advanced hours, and a minimum of 42 semester hours of physics, at least 30 of which must be advanced.

General Education Core Curriculum 48 Hours

Mathematics - Students should use MATH 2313, Calculus I, to satisfy the mathematics requirement.

Science - Students should use PHYS 2425, University Physics I, and PHYS 2426, University Physics II, to satisfy the science requirement.

Physics Major 42 - 44 Hours

Minor (optional)*

Support Courses 23 Hours

Restricted Electives 12 Hours*

Free Electives (12 SCH)* 12 Hours*

Total Number of Hours Required 129 Hours

Physics Major Requirements

Physics Major 42-44 Hours

Physics Core 36 Hours

PHYS 2425	University Physics I
PHYS 2426	University Physics II
PHYS 2427	University Physics III
PHYS 3400	Modern Physics
PHYS 3310	Classical Mechanics
PHYS 3201	Advanced Physics Lab I
PHYS 3320	Thermodynamics
PHYS 3390	Mathematical Methods
PHYS 4300	Undergraduate Research Project
PHYS 4320	Quantum Mechanics
PHYS 4330	Electromagnetic Theory

Physics Electives 6-8 Hours

Choose from any advanced physics courses

Support Courses 23 Hours

MATH 2313	Calculus I
MATH 2314	Calculus II

MATH	3347	Calculus III	
MATH	3349	Differential Equations	
CHEM	1111	General Chemistry Lab I	
CHEM	1311	General Chemistry I	
CHEM	1112	General Chemistry Lab II	
CHEM	1312	General Chemistry II	
COSC	1318	Programming Structures I	

ELECTIVES 24 Hours
 Restricted Electives* 12 Hours
 Choose from:
 Biology, Chemistry, Advanced Mathematics, Computer Science, or
 Advanced Physics.
 Free Electives 12 Hours

*The Physic Major does not require a minor. Students wishing to include a minor in their degree can use the restricted electives along with courses from the General Education Core to fulfill the requirements of a minor. Students who are not prepared to begin the mathematics sequence at Calculus I will have to use some of these electives hours to bring their mathematics skills up to that level.

Program of Study Bachelor of Arts – Physics Teacher Certification – Secondary Option I

The Bachelor of Arts degree with a major in physics, and with a secondary teaching certification - Option I requires a minimum of 135 sch including a minimum of 36 advanced hours, and a minimum of 42 semester hours of physics, at least 30 of which must be advanced.

General Education Core Curriculum	48 Hours
Mathematics - Students should use MATH 2313, Calculus I, to satisfy the mathematics requirement.	
Science - Students should use PHYS 2425, University Physics I, and PHYS 2426, University Physics II, to satisfy the science requirement.	
Physics Major	42 - 44 Hours
Support Courses	23 Hours
Professional Development - Education Courses	24 Hours
Reading 4351	3 Hours
Free Electives	6 Hours*
Total Number of Hours Required	132 Hours

Physics Major Requirements			
Physics Major 42-44 Hours			
Physics Core 36 Hours			
PHYS	2425	University Physics I	
PHYS	2426	University Physics II	
PHYS	2427	University Physics III	
PHYS	3400	Modern Physics	
PHYS	3310	Classical Mechanics	
PHYS	3201	Advanced Physics Lab I	
PHYS	3320	Thermodynamics	
PHYS	3390	Mathematical Methods	
PHYS	4300	Undergraduate Research Project	
PHYS	4320	Quantum Mechanics	
PHYS	4330	Electromagnetic Theory	

Physics Electives 6-8 Hours			
Choose from any advanced physics courses			
Support Courses 23 Hours			
MATH	2313	Calculus I	
MATH	2314	Calculus II	
MATH	3347	Calculus III	
MATH	3349	Differential Equations	
CHEM	1111	General Chemistry Lab I	
CHEM	1311	General Chemistry I	
CHEM	1112	General Chemistry Lab II	
CHEM	1312	General Chemistry II	

COSC 1318 Programming Structures I
 Free Electives* 6 Hours
 *Students who are not prepared to begin the mathematics sequence at Calculus I will have to use some of these electives hours to bring their mathematics skills up to that level.

Physics Minor

The Physical Sciences Department offers two Physics Minors. These minors can be used:

- 1) to fulfill the requirements of a minor in B.A. and B.S. degrees
- 2) as a minor in B.A. and B.S. degree programs that include a secondary teaching certification - Option I

Physics Minor (22 sch - 10 of which must be advanced)
 Required Courses 1 6 Hours
 PHYS 2425 University Physics I
 PHYS 2426 University Physics II
 PHYS 2427 University Physics III
 PHYS 3400 Modern Physics
 Advanced Physics Electives 6 Hours
 Choose from:
 Any Advanced Physics Courses

Physics Minor - Secondary Option II
 This minor can be used fulfill the requirement for a second teaching area (minimum 24 hours) degree in programs of study that include secondary teaching certification - Option II.
Physics Minor (25 Hours; 13 of which must be advanced)
 Required Courses: 16 Hours
 PHYS 2425 University Physics I
 PHYS 2426 University Physics II
 PHYS 2427 University Physics III
 PHYS 3400 Modern Physics
 Advanced Physics Electives: 9 Hours
 Choose from:
 Any Advanced Physics Courses

School of Business

Dr. Betsy V. Boze, Dean
South Hall 246 • (956) 982-0161



Purpose and Objective

The School of Business offers professional training in the field of business. The School provides instruction through the Department of Accounting, the Department of Business Administration and the Department of Business Technology.

The School offers programs of study which lead to the Bachelor of Business Administration, Bachelor of Applied Arts and Sciences, Master of Business Administration, Associate in Arts, Associate in Applied Science and Certificates of Proficiency.

The objectives of these programs of study are:

- to prepare students to successfully meet the challenges of employment in the various fields of business, and
- to provide skilled professionals to meet the needs of the dynamic Rio Grande Valley economic and business community.

Certificates & Degrees Offered

Accounting Department

Bachelor of Business Administration – Accounting

Business Administration Department

Business Administration

Associate in Arts – Business Administration

Business Administration Minor

Bachelor of Applied Arts and Sciences – Applied Business Technology

Bachelor of Business Administration – General Business

Master of Business Administration

Finance

Bachelor of Business Administration – Finance

Management

Bachelor of Business Administration – Management

Marketing

Bachelor of Business Administration – Marketing

Business Technology Department

Accounting Technology

Certificate of Proficiency – Accounting Technology

Associate in Applied Science – Accounting Technology

International Business

Certificate of Proficiency – International Business

Associate in Applied Science – International Business

Legal Assisting (Paralegal)

Certificate of Proficiency – Legal Assisting and Legal Office Specialist

Secretarial Science

Certificate of Proficiency – Clerical Specialist

Certificate of Proficiency – Office Specialist

Certificate of Proficiency – Legal Office Specialist

Certificate of Proficiency – Word Processing Specialist

Associate in Applied Science – Office Specialist

Associate in Applied Science – Legal Secretarial

Associate in Applied Science – Word Processing Specialist

Tech-Prep Associate in Applied Science – Office Specialist

Tech-Prep Enhanced Skills Certificate

Tech-Prep Certificate of Proficiency – Office Specialist

B.B.A. Bachelor of Business Administration

The Bachelor of Business Administration provides a balanced combination of the arts and sciences and professional business education. The objectives of the B.B.A. degree are to:

- provide a general understanding of the principles of modern business and organizational practices;
- develop understanding of the economic, political, and social context within which modern business is conducted;
- train students in the use of analytical tools and techniques for business decision-making;
- develop the capacity for critical thought, leadership and the ability to work with others;
- foster bicultural understanding and bilingual skills relevant to work with the region's dynamic binational environment; and
- enhance students' appreciation for the ethical dimension of individual and organizational actions within the business setting.

Requirements for the various B.B.A. programs differ in the area of concentration. Students may choose from five majors: Accounting, Finance, General Business, Management and Marketing.

The curricula for B.B.A. plans requires 125 semester hours of credit, except for Accounting which requires 128 hours. No minor is required because of the broad nature of the degree programs.

- The general education core and lower division core are included in the first two years of study. These educational requirements must be met before entering the upper division curricular program.
- Students seeking the B.B.A. degree should take the following courses in satisfying the general education core curriculum requirement: ENGL 1302, SPCH 1315 and either MATH 1324 or MATH 1314.
- The Business Administration core is common to all students seeking the B.B.A. degree. This core is made up of 10 courses, which are taken during the junior and senior year.
- Students choose a major in the field of Business. The major requires 18 to 21 hours of upper division courses in one of the following fields: Finance, General Business, Management or Marketing. Students pursuing an accounting major must complete 8 courses (24 semester hours) in upper division Accounting and BUSI 1301 Intro to Business beyond the Business Administration core.
- Students who enroll in business courses without having satisfactorily completed the required prerequisite(s) are subject to administrative withdrawal from the course.

Program of Study (General)
(For Bachelor in Business Administration Degrees)

General Education Core Curriculum - B.B.A.		48 Hours
ENGL 1302	Composition II	3
SPCH 1315	Fundamentals of Speech	3
MATH 1324	Business Algebra (or MATH 1314)	3
Remaining Core Courses		39
Business Administration Lower Division Core		23 Hours
ACCT 2401	Principles of Accounting I	4
ACCT 2402	Principles of Accounting II	4
BMIS	Computer Software Courses	3
ECON 2301	Macroeconomics	3
ECON 2302	Microeconomics	3
ENGL 2311	Technical and Business Writing	3
MATH 1325	Business Calculus	3
Business Administration Upper Division Core		30 Hours
ACCT/BMIS 3351	Information Systems	3
BLAW 3337	Business Law I	3
BUSI 3335	Organizational Communications	3
BUSI 3341	Statistics	3
BUSI 4330	International Business	3
BUSI 4369	Business Policy	3
FINA 3380	Managerial Finance	3
MANA 3361	Principles of Management	3
MANA 3363	Production Management	3
MARK 3371	Principles of Marketing	3
Majors:		
Accounting		24 Hours
Finance		21 Hours
General Business		18 Hours
Management		18 Hours
Marketing		18 Hours
Electives/Other:		
Accounting		3 Hours
Finance		3 Hours
General Business		6 Hours
Management		6 Hours
Marketing		6 Hours

Business Bilingual Certificate

The Business Bilingual Certificate certifies BBA graduates with a foundation of business in two languages. English-language course requirements are complemented by Spanish-language courses, contributing to fluency and capability to do business across English and Spanish speaking cultures. This enhances student preparation for global business opportunities, particularly our cross-border region.

All students pursuing a BBA degree are encouraged to apply for the certification program upon declaration of major. In some cases, the certificate requirements may be achieved in the time frame of the regular degree plan without additional hours by using lower- and upper-level electives appropriately.

Students must maintain an overall minimum grade point average of 2.5 Requirements are:

1. **Business Curriculum:** Parallel to three junior- and senior-level business courses, students enroll in a one credit hour Spanish-language business readings and experience lab. This two-hour lab provides a multi-dimensional and rigorous experience in speaking, reading and writing about business in the Spanish language. Each semester's readings will include current business topics in the news, while permitting students the flexibility to study Spanish-language readings in the subject matter of the business courses enrolled in during that semester. BUSI 3117 must be successfully completed three times.

Spanish Speakers (U.S. Educated)		
SPAN 1373	Basic Spanish for Bilinguals I	3
SPAN 2317	Business Spanish	3
SPAN 3/4000	Upper-level Elective	3
Fluent Spanish Speakers (Mexico Educated)		
SPAN 2317	Business Spanish	3
SPAN 3/4000	Upper-level Elective	3
Monolingual English Speakers (Initial course placement determined by Modern Languages Department testing and/or faculty interviews)		
SPAN 1313	Elementary Spanish I	3
SPAN 1314	Elementary Spanish II	3
SPAN 2311	Intermediate I	3
SPAN 2312	Intermediate II	3
SPAN 2317	Business Spanish	3
SPAN 3/4000	Upper-level Elective	3

2. **Biliteracy Examinations:** During the final semester of the senior year (or after completion of the required courses) students take an exam validating their linguistic skills.

Spanish Certification:

Certificates from Madrid Chamber of Commerce
Basico or Superior
or
U.S. State Department Exam
or
Equivalent exam approved by appropriate Dean

English Certification:

Graduate Management Admission Test
or
Graduate Record Exam
or
Equivalent exam approved by appropriate Dean

3. **Business Bilingual Portfolio:** A portfolio will be maintained by each student to provide a summary of the student's business bilingual. This portfolio will include, at a minimum:

- Three sole-authored papers written in Spanish (in the Bilingual courses)
- Three papers written in English for other business courses
- Certification exam results
- Special assignments or projects exhibiting a student's business bilingual

Accounting Department

Bachelor of Business Administration - Accounting

Program of Study

Bachelor in Business Administration (B.B.A.)

In Accounting

The Bachelor of Business Administration (B.B.A.) in Accounting offers students the opportunity to prepare for careers in public and private accounting.

General Education Core Curriculum - B.B.A.		48 Hours
<i>Note: B.B.A. majors should take ENGL 1302, SPCH 1315 and MATH 1324 or MATH 1314 to satisfy the general education core curriculum requirement</i>		
Business Administration Lower Division Core:		23 Hours
Business Administration Upper Division Core:		30 Hours
BUSI 1301	Introduction to Business	3 Hours
Major: Accounting		24 Hours
ACCT 3321	Intermediate Accounting I	3
ACCT 3322	Intermediate Accounting II	3
ACCT 3323	Income Tax Procedure	3

ACCT	3324	Cost Accounting	3
ACCT	3325	Governmental & Not for Profit Accounting(1998)	3
ACCT	4321	Advanced Accounting II	3
ACCT	4324	Auditing	3
ACCT	4331	Accounting Report Writing	3
Total B.B.A.-Accounting			128 Hours

Note: A student preparing for licensure as a Certified Public Accountant (CPA) in the State of Texas must complete at least 150 hours of College/University credit in order to be eligible to take the CPA examination after 1997. These additional 6 hours in accounting is required beyond the 128 hour degree. The student is also advised that the additional hours may be taken towards an MBA degree. The suggested accounting hours may be included within the MBA by selecting:

ACCT	6321	Advanced Cost/Managerial Accounting	
ACCT	6323	Seminar in Accounting	
ACCT	6330	Seminar in Auditing	

The student is advised to consult with an Accounting Advisor and/or the MBA Director in selecting the additional hours to meet the 150 hours requirement.

Freshman Year

First Semester		Credit Hours	
ENGL	1301	Composition I	3
HIST	1301	United States to 1877	3
		LAB SCIENCE	4
BUSI	1301	Introduction to Business	3
KINE			1
Total		14	
Second Semester		Credit Hours	
ENGL	1302	Composition II	3
HIST	1302	United States Since 1877	3
		LAB SCIENCE	4
MATH	1324	Business Algebra	3
Total		13	
Summer Sessions		Credit Hours	
GOVT	2301	American Government I	3
GOVT	2302	American Government II	3
Total		6	

Sophomore Year

First Semester		Credit Hours	
ACCT	2401	Principles of Accounting I	4
ECON	2301	Macroeconomics	3
		FOREIGN LANGUAGE	3
MATH	1325	Business Calculus	3
ENGL	2311	Technical and Business Writing	3
Total		16	
Second Semester		Credit Hours	
ACCT	2402	Principles of Accounting II	4
ECON	2302	Microeconomics	3
BMIS		Business Management Information System	3
		FOREIGN LANGUAGE	3
Total		13	
Summer Sessions		Credit Hours	
		SOCIAL/BEHAVIORAL SCIENCES	3
SPCH	1315	Fundamentals of Speech	3
Total		6	

Junior Year

First Semester		Credit Hours	
ACCT	3321	Intermediate Accounting I	3
ACCT	3324	Cost Accounting I	3
BLAW	3337	Business Law I	3
BUSI	3341	Elementary Business and Economic Statistics	3
FINA	3380	Managerial Finance	3
Total		15	
Second Semester		Credit Hours	
ACCT	3322	Intermediate Accounting II	3
ACCT	3325	Fund Accounting	3
ACCT	3351	Information Systems in Organizations	3

BUSI	3335	Organizational Communications	3
MANA	3361	Principles of Management	3
Total		15	

Senior Year

First Semester		Credit Hours	
ACCT	3323	Income Tax Procedure	3
ACCT	4324	Auditing I	3
ACCT	4331	Accounting Report Writing	3
BUSI	4330	International Business	3
MARK	3371	Principles of Marketing	3
Total		15	
Second Semester		Credit Hours	
ACCT	4321	Advanced Accounting II	3
ELCT		Free Elective	3
MANA	3363	Production Management	3
BUSI	4369	Business Policy	3
Total		12	

Credit Hour Summary

Total Number of Hours Required	125 Hours
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Business Administration Department

Associate in Arts-Business Administration

Bachelor of Applied Arts and Sciences-Applied Business Technology

Business Administration Minor

Bachelor of Business-General Business, Finance, Management, Marketing

Program of Study

Associate in Arts - Business Administration

After completing the Associate in Arts (A.A.) - Business Administration program, students may complete the last two years of their bachelor's degree. Students should verify with an advisor the transferability of courses.

General Education Core 48 Hours

Note: B.B.A. majors should take ENGL 1302, SPCH 1315 and MATH 1324 or MATH 1314 to satisfy the general education core curriculum requirement.

Business Administration Lower Division Courses 20 Hours

ENGL	2311	Technical and Business Writing	3
ACCT	2401	Principles of Accounting I	4
ACCT	2402	Principles of Accounting II	4
ECON	2301	Macroeconomics	3
ECON	2302	Microeconomics	3
BMIS		Computer Software Courses	3
Total A.A. - Business Administration		68 Hours	

Freshman Year

First Semester		Hours	
ENGL	1301	Composition I	3
HIST	1301	United States to 1877	3
MATH	1324	Business Algebra	3
Modern Language		3	
Second Semester		Hours	
ENGL	1302	Composition II	3
HIST	1302	United States since 1877	3
MATH	1314	College Algebra	3
Behavioral Science		3	
Modern Language		3	
BMIS		Business Management Information System	1
SPCH	1315	Fundamentals of Speech	3
BMIS		Business Management Information System	1

Music Appreciation/Literature	3
Kinesiology	1
OR Art Appreciation/History	3
Total	18

Sophomore Year

First Semester		Hours
ENGL 2311	Technical and Business Writing	3
Natural Science		4
GOVT 2301	American Government I	3
ACCT 2401	Principals of Accounting I	4
ECON 2302	Microeconomics	3
Second Semester		Hours
Natural Science		4
GOVT 2302	American Government II	3
ACCT 2402	Principals of Accounting II	4
ECON 2301	Macroeconomics	3
BMIS	Business Management Information System	1

Program of Study

**Bachelor of Applied Arts and Sciences (B.A.A.S.)
Applied Business Technology**

The goal of the Applied Business Technology Major prepares students for careers in business, industry, or services which require skills in business and technology.

General Education Core Curriculum 48 Hours

Note: B.A.A.S. majors should take ENGL 1302, SPCH 1315, and MATH 1324 or MATH 1325 to satisfy the general education core requirement.

A.A. or A.A.S. or Minimum Equivalent Hours 24 Hours

Lower Division Development sequence 13 Hours

ACCT 2401	Principles of Accounting I OR TACC 1401	
ECON 2301	Macroeconomics	
ENGL 2311	Technical and Business Writing	
BMIS	Any three one-hour BMIS software courses	

Professional Development Sequence 12 Hours

BUSI 3312	Administrative Office Management	
BUSI 3335	Organizational Communications	
BLAW 3337	Business Law I	
BUSI 3341	Statistics	

Blocks (one of the following): 9 Hours

Block A (Note: this block has prerequisites stated in parentheses)

ACCT 3321	Intermediate Acct. I (ACCT 2402 with at least a "C")	
ACCT 3322	Intermediate Acct. II (ACCT 3321 with at least a "C")	
ACCT	Advanced Course (3000 or 4000 level course)	

Block B

MANA 3361	Principles of Management	
MANA 3362	Human Resource Management	
MANA	Advanced Course (3000 or 4000 level course)	

Block C

MARK 3371	Principles of Marketing	
MARK 3372	Consumer Behavior (MARK 3371)	
MARK	Advanced Course (3000 or 4000 level course)	

Block D (Note: this block has prerequisites stated in parentheses)

FINA 3380	Managerial Finance (ACCT 2401 & 2402, ECON 2301 & 2302)	
FINA 3381	Money and Banking	
FINA	Advanced Course (3000 or 4000 level course)	

Upper-division Electives 18 Hours

(with at least twelve hours in the same field)

Total Number of Hours Required for the B.A.A.S. Degree 124 Hours

Freshman Year

First Semester		Hours
ENGL 1301	Composition I	3
HIST 1301	United States to 1877	3

MATH 1324	Business Algebra or	
MATH 1314	College Algebra	3
Modern Language		3
BMIS	Business Management Information System	1
SPCH 1315	Fundamentals of Speech	3
Kinesiology		1

Second Semester

Second Semester		Hours
ENGL 1302	Composition II	3
HIST 1302	United States Since 1877	3
MATH 1325	Business Calculus	3
Modern Language		3
BMIS	Business Management Information System	1
Music Appreciation/Literature OR Art Appreciation/History		3

Sophomore Year

First Semester

First Semester		Hours
ENGL 2311	Technical and Business Writing	3
Natural Science		4
GOVT 2301	American Government I	3
ACCT 2401	Principals of Accounting I or	
ACNT 1403	Introduction to Accounting I	4
ECON 2301	Macroeconomics	3
A.A. Equivalent		3

Second Semester

Second Semester		Hours
Literature		3
Natural Science		4
GOVT 2302	American Government II	3
Behavioral Science		3
BMIS	Business Management Information System	1

Junior Year

First Semester

First Semester		Hours
BUSI 3312	Administrative Office Management	3
Block Course		3
BLAW 3337	Business Law I	3
A.A. Equivalent		3
Second Semester		Hours
A.A. Equivalent		3
BUSI 3341	Elementary Business & Economic Statistics	3
A.A. Equivalent		3
BUSI 3335	Organizational Communications	3
A.A. Equivalent		3
A.A. Equivalent		3

Senior Year

First Semester

First Semester		Hours
Block Course		3
Upper Division Elective		3
Upper Division Elective		3
Upper Division Elective		3

Second Semester

Second Semester		Hours
Block Course		3
Upper Division Elective		3
Upper Division Elective		3
Upper Division Elective		3

Business Administration Minor

Business Administration Minor Requirement

BUSI 1301	Introduction to Business	3
ACCT 2401	Principles of Accounting I	4
ECON 2301	Macroeconomics or	
ECON 2302	Microeconomic	3
Upper Division Business electives		9
(selected with approval of faculty advisor)		
Total		19

Program of Study

**Bachelor of Business Administration
B.B.A. - General Business Major**

The General Business Major is designed to allow a student, with the aid of a faculty academic advisor, to tailor a program to support the student's career goals.

General Education Core Curriculum - B.B.A. 48 Hours

Note: B.B.A. majors should take ENGL 1302, SPCH 1315 and MATH 1324 or MATH 1314 to satisfy the general education core curriculum requirement

Business Administration Lower Division Core 23 Hours

Business Administration Upper Division Core 30 Hours

General Business Major 21 Hours

The student will select, with approval of the faculty academic advisor, 15 semester hours from at least two of the business administration fields: Accounting, Finance, Management, and Marketing.

Degree Base - B.B.A. 3 Hours

Total Number of Hours Required B.B.A.-General Business 125 Hours

Recommended Course Sequence for General Business Majors

Freshman Year

First Semester Hours

ENGL 1301 3

HIST 1301 3

MATH 1325 3

Modern Language 3

BMIS 1

Music Appreciation/Literature OR Art Appreciation/History 3

Second Semester Hours

ENGL 1302 3

HIST 1302 3

MATH 1324 or 1314 3

Modern Language 3

BMIS 1

SPCH 1315 3

Kinesiology 1

Sophomore Year

First Semester Hours

ENGL 2311 3

Natural Science 4

GOVT 2301 3

ACCT 2401 4

ECON 2301 3

Second Semester Hours

Literature 3

Natural Science 4

GOVT 2302 3

ACCT 2402 4

ECON 2302 3

BMIS 1

Junior Year

First Semester Hours

MARK 3371 3

BLAW 3337 3

BLIS 3341 3

Behavioral Science 3

MANA 3363 3

Second Semester Hours

BLIS 3335 3

BMIS/ACCT 3351 3

MANA 3361 3

FINA 3380 3

Class from Selected field 3

Senior Year

First Semester Hours

BUSI 4330 3

Selected field 3

Selected field 3

Selected field 3

Second Semester Hours

BUSI 4369 3

Selected field 3

Selected field 3

Selected field 3

Elective 3

Program of Study

**Bachelor of Business Administration
(B.B.A.) - Finance**

A Bachelor of Business Administration degree with a major in Finance may lead to or improve careers in banking, corporate finance, insurance, and real estate.

General Education Core Curriculum - B.B.A. 48 Hours

Note: B.B.A. majors should take ENGL 1302, SPCH 1315 and MATH 1324 or MATH 1314 to satisfy the general education core curriculum requirement

Business Administration Lower Division Core 23 Hours

Business Administration Upper Division Core 30 Hours

Finance Major 21 Hours

ACCT 3324 Cost Accounting I 3

FINA 3381 Money and Banking 3

FINA 3382 Investment Principles 3

FINA 4382 Portfolio Management 3

FINA 4385 Financial Institutions and Markets 3

FINA 4387 Topics in Finance 3

FINA 4389 Commercial Banking 3

Electives 3

Total Number of Hours Required B.B.A.-Finance 125 Hours

Recommended Course Sequence for Finance Majors

Freshman Year

First Semester Hours

ENGL 1301 3

HIST 1301 3

MATH 1324 or 1314 3

Modern Language 3

BMIS Business Management Information System 1

Second Semester Hours

ENGL 1302 Composition II 3

HIST 1302 United States Since 1877 3

MATH 1325 Business Calculus 3

Modern Language 3

SPCH 1315 Fundamentals of Speech 3

BMIS Business Management Information System 1

Music Appreciation/Literature or Art Appreciation/History 3

Kinesiology 1

Sophomore Year

First Semester Hours

ENGL 2311 Technical and Business Writing 3

Natural Science 4

GOVT 2301 American Government I 3

ACCT 2401 Principals of Accounting I 4

ECON 2301 Macroeconomics 3

Second Semester Hours

Literature 3

Natural Science 4

GOVT 2302 American Governemnt II 3

ACCT	2402	Principals of Accounting II	3
ECON	2302	Microeconomics	3
BMIS		Business Management Information System	1
Junior Year			
First Semester			
MARK	3371	Principals of Marketing	3
BLAW	3337	Business Law I	3
MANA	3361	Principals of Management	3
FINA	3380	Managerial Finance	3
Second Semester			
BUSI	3341	Elementary Business and Economic Statistics	3
Behavioral Science			
FINA	3381	Money and Banking	3
BMIS/ACCT	3351	Information Systems in Organizations	3
MANA	3363	Production Management	3
FINA	4389	Commercial Banking	3
Senior Year			
First Semester			
BUSI	4330	International Business	3
ACCT	3324	Cost Accounting I	3
FINA	4382	Portfolio Management	3
FINA	3382	Investment Principals	3
Second Semester			
BUSI	4369	Business Policy	3
BUSI	3335	Organizational Communications	3
FINA	4385	Financial Institutions and Markets	3
FINA	4387	Topics and Finance	3
Elective			

Program of Study

Bachelor of Business Administration

(B.B.A.) - Management

The program of study leading to a Bachelor of Business Administration degree with a Management Major offers students the opportunity to prepare to supervise personnel and administer production.

General Education Core Curriculum - B.B.A. 48 Hours

Note: B.B.A. majors should take ENGL 1302, SPCH 1315 and MATH 1324 or MATH 1314 to satisfy the general education core curriculum requirement.

Business Administration Lower Division Core 23 Hours

Business Administration Upper Division Core 30 Hours

Management Major 18 Hours

MANA 3362 Human Resource Management 3

MANA 3365 Organizational Behavior 3

MANA 4362 Organization Theory and Design 3

MANA 4366 Small Business Management 3

MANA 4367 Topics in Management 3

MANA 4368 Industrial Relations 3

Electives 6 Hours

Total Number of Hours Required B.B.A.-Management 125 Hours

Recommended Course Sequence for Management Majors

Freshman Year

First Semester

ENGL 1301 Composition I 3

HIST 1301 United States to 1877 3

MATH 1324 Business Algebra or 3

MATH 1314 College Algebra 3

Modern Language 3

BMIS Business Management Information System 1

Music Appreciation/Literature or Art Appreciation/History 3

Second Semester

ENGL 1302 Composition II 3

HIST	1302	United States Since 1877	3
MATH	1325	Business Calculus	3
Modern Language			
SPCH	1315	Fundamentals of Speech	3
BMIS		Business Management Information System	1
Kinesiology			
Sophomore Year			
First Semester			
ENGL	2311	Technical and Business Writing	3
Natural Science			
GOVT	2301	American Government I	3
ACCT	2401	Principals of Accounting I	4
ECON	2301	Macroeconomics	3
Second Semester			
Literature			
Natural Science			
GOVT	2302	American Government II	3
ACCT	2402	Principles of Accounting II	4
ECON	2302	Microeconomics	3
BMIS		Business Management Information System	1
Junior Year			
First Semester			
MARK	3371	Principles of Marketing	3
BUSI	3341	Elementary Business and Economic Statistics	3
Behavioral Science			
MANA	3361	Principles of Management	3
FINA	3380	Managerial Finance	3
Total 15			
Second Semester			
BLAW	3337	Business Law I	3
BUSI	3335	Organizational Communications	3
BMIS/ACCT	3351	Information Systems in Organizations	3
MANA	3362	Human Resource Management	3
MANA	3363	Production Management	3
Total 15			
Senior Year			
First Semester			
BUSI	4330	International Business	3
MANA	3365	Organizational Behavior	3
MANA	4362	Organizational Theory and Design	3
MANA	4367	Topics in Management	3
Total 12			
Second Semester			
BUSI	4369	Business Policy	3
MANA	4368	Industrial Relations	3
MANA	4366	Small Business Management	3
Business Elective 3			
Elective 3			
Total 15			

Program of Study

Bachelor of Business Administration

(B.B.A.) - Marketing

The program leading to a Bachelor of Business Administration with a Marketing Major offers students the opportunity to acquire skills for careers in sales, or in sales management, retailing and advertising.

General Education Core Curriculum - B.B.A. 48 Hours

Note: B.B.A. majors should take ENGL 1302, SPCH 1315 and MATH 1324 or MATH 1314 to satisfy the general education core curriculum requirement.

Business Administration Lower Division Core 23 Hours

Business Administration Upper Division Core 30 Hours

Major: Marketing 18 Hours

MARK 3372 Consumer Behavior 3

MARK	3374	Marketing Strategy	3
MARK	4371	Sales Management	3
MARK	4372	Promotion Management	3
MARK	4377	Topics in Marketing	3
MARK	4378	Marketing Research	3
Electives			6 Hours
Total Number of Hours Required B.B.A.- Marketing			125 Hours

Recommended Course Sequence for Marketing Majors

Freshman Year			
First Semester			
ENGL	1301	Composition I	3
HIST	1301	United States to 1877	3
MATH	1324	Business Algebra or	3
MATH	1314	College Algebra	3
Modern Language			3
SPCH	1315	Fundamentals of Speech	3
Total			15

Second Semester			
ENGL	1302	Composition II	3
HIST	1302	United States Since 1877	3
MATH	1325	Business Calculus	3
Modern Language			3
BMIS		Business Management Information System	1
BMIS		Business Management Information System	1
Music Appreciation/Literature OR Art Appreciation/History			3
Kinesiology			1
Total			18

Sophomore Year			
First Semester			
ENGL	2311	Technical and Business Writing	3
Natural Science			4
GOVT	2301	American Government I	3
ACCT	2401	Principles of Accounting I	4
ECON	2301	Macroeconomics	3
Total			17

Second Semester			
Literature			3
Natural Science			4
GOVT	2302	American Government II	3
ACCT	2402	Principles of Accounting II	4
ECON	2302	Microeconomics	3
BMIS		Business Management Information System	1
Total			18

Junior Year			
First Semester			
MARK	3371	Principles of Marketing	3
BUSI	3335	Organizational Communications	3
MANA	3361	Principles of Management	3
FINA	3380	Managerial Finance	3
BMIS/ACCT	3351	Information Systems in Organizations	3
Total			15

Second Semester			
BLAW	3337	Business Law I	3
BUSI	3341	Elementary Business and Economic Statistics	3
Behavioral Science			3
MANA	3363	Production Management	3
MARK	4378	Marketing Research	3
Total			15

Senior Year			
First Semester			
BUSI	4330	International Business	3
MARK	3372	Consumer Behavior	3
MARK	3374	Marketing Strategy	3

Elective			3
Total			12
Second Semester			
BUSI	4369	Business Policy	3
MARK	4372	Promotion Management	3
MARK	4377	Topics in Marketing	3
MARK	4371	Sales Management and Personal Selling	3
Elective			3
Total			15

Business Technology Department

Certificates of Proficiency - Accounting Technology, Clerical Specialist, International Business, Legal Assisting Specialist, Legal Office Specialist, Office Specialist, Word Processing Specialist

Associate in Applied Science Degree - Accounting Technology, International Business, Legal Secretarial, Office Specialist, Word Processing Specialist
Tech-Prep Enhanced Skills Certificate, Tech-Prep Office Specialist Certificate, Tech-Prep Office Specialist Associate in Applied Science

UTB/TSC offers a variety of programs in office technology. Students may enroll in one of the two-year degree programs to prepare for office professional careers, or one of five short-term certificate programs that provide the basic training needed for office careers. Tech-Prep Programs are also available.

A cooperative work program is available for students who want to combine classroom training with on-the-job work experience. Students may earn money, obtain work experience, and earn college credit hours under this cooperative Business Technology Program.

Program Objectives

- provide technical office support to employers.
 - develop strong human relations skills-understand the importance of "getting along" and learn ways to build and maintain good working relationships with both coworkers and supervisor.
 - assume responsibility for their professional development and ethical standards.
 - develop expertise in computer software applications (WordPerfect, Word, Excel and Lotus), office procedures, and business communications.
 - acquire specialized knowledge related to the law office*-learn basic legal terminology, prepare legal documents, and acquire specialized legal/paralegal knowledge.
- *Legal Secretarial AAS, Legal Office Specialist Certificate of Competency-Level Two, Legal Assisting Certificate of Competency-Level One*
- develop or enhance Spanish language skills so that each student is able to speak and write effectively in Spanish.**

****required in Office Specialist AAS degree, recommended electives in other programs**

Student Portfolios:
 A Student Portfolio is a systematic, organized collection that documents the knowledge, skills and specialized training students acquire in their business technology program. This portfolio assists the student in evaluating his/her skills and abilities, and gives the student an edge in today's job market. The student portfolio should help entering students set goals and take responsibility for their own learning. A Student Portfolio Guide is distributed during advising, orientation sessions and special scheduled portfolio workshops. A guide is also available in the department office.

- All A.A.S degree students with a degree plan after 1995 must present a portfolio in Co-op.
- Beginning in fall 1997, all A.A.S. degree students and three-semester certificate degree students must present a portfolio for approval by the Business Technology faculty prior to graduation.

Program of Study

Certificate of Proficiency – Accounting Technology

Freshman Year		Credit Hours
First Semester		
COSC 1305	Computer Systems	3
ACNT 1403	Introduction to Accounting I	4
BUSI 1301	Introduction to Business	3
BUSG 2317	Business Law/Commercial	3
BMGT 1301	Supervision	3
Total		16 Hours
Second Semester		
ACNT 1404	Introduction to Accounting II	4
MRKG 1311	Principles of Marketing	3
ECON 2301	Macroeconomics	3
ACNT 1366	Practicum – Accounting	3
Total		13 Hours
Third Semester		
ACNT 1413	Computerized Accounting Applications	4
ACNT 1411	Introduction to Computerized Accounting	4
Total		8 Hours
Total Number of Hours Required		37 Hours

Program of Study

Certificate of Proficiency – Clerical Specialist

Provides students with the basic skills needed for entry-level positions as office clerk or clerk-typist. A department exit exam must be passed before certificate is awarded.

First Semester		Credit Hours
TSEC 1301	Basic Keyboarding, or	3
TSEC 1312	Skillbuilding for Speed and Accuracy	3
TSEC 1315	Professional Development	3
TSEC 1305	Business Communications	3
OFAD 2304	Basic WordPerfect	3
TSEC 1310	Electronic Calculating Machines	3
Total Number of Hours Required		15 Hours
Credit Hour Summary		
Secretarial		15 Credit Hours
Total		15 Credit Hours

Program of Study

Certificate of Proficiency – International Business

First Semester		Credit Hours
COSC 1305	Computer Systems	3
BUSI 1301	Introduction to Business	3
ACNT 1403	Introduction to Accounting I	4
BMGT 1301	Supervision	3
IBUS 2331	International Human Resource Management or	3
IBUS 1301	Principles of Imports-Exports I	3
Total		16 Hours
Second Semester		
ACNT 1404	Introduction to Accounting II	4
MRKG 1311	Principles of Marketing	3
IBUS 2341	International Comparative Management or	3
IBUS 2345	Import Customs Regulations	3
BUSG 2317	Business Law/Commercial	3
IBUS 2366	Field Experience-International Business	3
Total		16 Hours
Total Number of Hours Required		32 Hours

Program of Study

Certificate of Proficiency – Office Specialist

Provides students with the basic technical skills needed as an office specialist in today's modern office. A department exit exam must be passed before certificate is awarded.

First Semester		Credit Hours
TSEC 1301	Basic Keyboarding, or	3
TSEC 1312	Skillbuilding for Speed and Accuracy	3
TSEC 1315	Professional Development	3
TSEC 1305	Business Communications	3
OFAD 2304	Basic WordPerfect	3
TSEC 1310	Electronic Calculating Machines	3
Total		15 Hours
Second Semester		
TSEC 1312	Skillbuilding for Speed and Accuracy, or	3
TSEC 1325	Document Production	3
TSEC 2301	Office Procedures	3
TSEC 2320	Business Correspondence	3
OFAD 2305	Advanced WordPerfect	3
OFAD 1314	Filing Systems	3
Total		15 Hours
Total Number of Hours Required		30 Hours
Credit Hour Summary		
Secretarial		30 Credit Hours
Total		30 Credit Hours

Program of Study

Certificate of Proficiency – Word Processing Specialist

Provides the student with the communication and word processing skills necessary for a position as a software application specialist in today's high technology offices.

First Semester		Credit Hours
TSEC 1301	Basic Keyboarding, or	3
TSEC 1312	Skillbuilding for Speed and Accuracy	3
TSEC 1315	Professional Development	3
TSEC 1305	Business Communications	3
TSEC 1310	Electronic Calculating Machines	3
OFAD 2304	Basic WordPerfect	3
Total		15 Hours
Second Semester		
TSEC 1312	Skillbuilding for Speed and Accuracy, or	3
TSEC 1325	Document Production	3
TSEC 2301	Office Procedures	3
OFAD 2305	Advanced WordPerfect	3
TSEC 2320	Business Correspondence	3
OFAD 1314	Filing Systems	3
Total		15 Hours
Third Semester		
TSEC 1325	Document Production	3
MATH 1313	College Math	3
TSEC 2340	Spreadsheet Applications	3
ACNT 1403	Introduction to Accounting I	4
TSEC 2401+Co-op Education I		4
Total		17 Hours
Total Number of Hours Required		47 Hours
Credit Hour Summary		
Secretarial		44 Credit Hours
General Ed		3 Credit Hours
Total		47 Credit Hours

Prerequisite: Consent of the Co-op Coordinator.
All AAS degree students and three-semester certificate degree students must present their portfolios for approval to the Business Technology Faculty prior to graduation.

Program of Study

Certificate of Proficiency – Legal Office Specialist

Offers the business technology student an opportunity to acquire the technical office skills for an entry-level position in the legal office environment.

First Semester		Credit Hours
TSEC	1312 Skillbuilding for Speed and Accuracy	3
TSEC	1305 Business Communications	3
TSEC	1310 Electronic Calculating Machines	3
OFAD	2304 Basic WordPerfect	3
TSEC	1315 Professional Development	3
Total		15 Hours
Second Semester		Credit Hours
TSEC	1325 Document Production	3
TSEC	2301 Office Procedures	3
TSEC	2320 Business Correspondence	3
OFAD	1314 Filing Systems	3
OFAD	2305 Advanced WordPerfect	3
Total		15 Hours
Third Semester		Credit Hours
LGLA	1355 Family Law	3
LGLA	1353 Wills, Trusts & Probate Admin	3
LGLA	2337 Advanced Legal Document Prep	3
TSEC	2340 Spreadsheet Applications	3
TSEC	2401 +Co-op Ed. I	4
Total		16 Hours
Total Number of Hours Required		46 Hours
Credit Hour Summary		
Secretarial		46 Credit Hours
Total		46 Credit Hours

+Prerequisite: Consent of the Co-op Coordinator.

All A.A.S. degree students and three-semester certificate degree students must present portfolios for approval to the Business Technology Faculty prior to graduation.

Program of Study

Certificate of Proficiency – Legal Assisting

A certificate program to prepare students for a challenging career in the legal field as a paralegal or legal assistant.

Fall Semester		Credit Hours
LGLA	1313 Intro to Paralegal Studies	3
LGLA	1346 Civil Litigation I	3
OFAD	2304 Basic WordPerfect	3
LGLA	1353 Will, Trusts, & Probate Admin	3
LGLA	1355 Family Law	3
Total		15 Hours
Spring Semester		Credit Hours
LGLA	2305 Interviewing and Investigation	3
LGLA	1347 Civil Litigation II	3
OFAD	2305 Advanced WordPerfect	3
LGLA	2307 Law Office Management	3
Total		12 Hours
Summer Semester		Credit Hours
LGLA	1301 Legal Research & Writing	3
LGLA	2337 Advanced Legal Document Prep	3
LGLA	2380 Cooperative Education-Paralegal	3
TSEC	2340 Spreadsheet Applications	3
Total		12 Hours
Total Number of Hours Required		39 Hours
Credit Hour Summary		
Secretarial		39 Credit Hours
Total		39 Credit Hours

All A.A.S. degree students and three-semester certificate degree students must present portfolios for approval to the Business Technology Faculty prior to graduation.

Program of Study

Associate of Applied Science – Accounting Technology

Designed for students anticipating employment after two years of college work. Includes fundamental principles and practices of accounting. Individuals in this program of study should acquire the skills necessary to enter beginning clerical positions in payroll, accounts payable/receivable, or general accounting.

Freshman Year		Credit Hours
First Semester		Credit Hours
ENGL	1301 Composition I	3
COSC	1305 Computer Systems	3
BUSI	1301 Introduction to Business	3
ACNT	1403 Introduction to Accounting I	4
BMGT	1301 Supervision	3
Total		16 Hours
Second Semester		Credit Hours
ENGL	1302 Composition II	3
SPCH	1315 Fundamentals of Speech	3
ACNT	1404 Introduction to Accounting II	4
MRKG	1311 Principles of Marketing	3
BUSG	2317 Business Law/Commercial	3
Total		16 Hours
Sophomore Year		Credit Hours
First Semester		Credit Hours
MATH	1314 College Algebra	3
ACCT	2402 Principles of Accounting II	4
ACNT	1413 Computerized Accounting Applications	4
ECON	2301 Macroeconomics	3
ACNT	1411 Introduction to Computerized Accounting	4
Total		18 Hours
Second Semester		Credit Hours
PSYC	2301 Introduction to Psychology	3
ECON	2302 Microeconomics	3
ENGL	2311 Technical and Business Writing	3
ACNT	2366 Practicum – Accounting	3
Elective		3
Total		15 Hours
Total Number of Hours Required		65 Hours
Credit Hour Summary		
Business		41
General Education		21
Electives		3
Semester Credit Hours		65

Program of Study

Associate in Applied Science – International Business

Freshman Year		Credit Hours
First Semester		Credit Hours
COSC	1305 Computer Systems	3
BUSI	1301 Introduction to Business	3
ACNT	1403 Introduction to Accounting I	4
BMGT	1301 Supervision	3
IBUS	1301 Principles of Import or	3
IBUS	2331 International Human Resource Management	3
Total		16
Second Semester		Credit Hours
ENGL	1301 Composition I	3
ACNT	1404 Introduction to Accounting II	4
MRKG	1311 Principles of Marketing	3
IBUS	2341 International Comparative Management or	3
IBUS	2345 Import Customs Regulations	3

PSYC	2301	Introduction to Psychology	3
Total			16
Sophomore Year			
First Semester			
ENGL	1302	Composition II	3
SPCH	1315	Fundamentals of Speech	3
MATH	1314	College Algebra	3
ACCT	2402	Principles of Accounting II	4
ECON	2301	Macroeconomics	3
Total			16
Second Semester			
BUSG	2317	Business Law/Commercial	3
ECON	2302	Microeconomics	3
ENGL	2321	Technical and Business Writing	3
IBUS	2366	Field Experience - International Business	3
Elective			3
Total			15
Total Number of Hours Required			63

Program of Study

Associate in Applied Science - (A.A.S.) - Legal Secretarial

Provides the legal studies student the technical office skills for a career as a legal secretary.

Freshman Year			
First Semester			
TSEC	1315	Professional Development	3
TSEC	1312	Skillbuilding for Speed and Accuracy, or	3
TSEC	1301	Basic Keyboarding	3
TSEC	1305	Business Communications	3
OFAD	2304	Basic WordPerfect	3
SPCH	1321	Business and Professional Communication or	3
SPCH	1318*	Interpersonal Communication	3
ENGL	1301*	Composition I	3
Total			18 Hours
Second Semester			
TSEC	1325	Document Production	3
TSEC	2301	Office Procedures	3
OFAD	1314	Filing Systems	3
PSYC	2301*	Introduction to Psychology	3
OFAD	2305	Advanced WordPerfect	3
Elective**			3
Total			18 Hours
Sophomore Year			
First Semester			
LGLA	2337	Advanced Legal Document Prep	3
GOVT	2301*	American Government I	3
TSEC	2401+	Co-op Education I	4
LGLA	1353	Wills, Trusts & Probate Admin	3
LGLA	1355	Family Law	3
Total			16 Hours
Second Semester			
BUSG	2317	Business Law/Commercial	3
MATH	1313*	College Mathematics	3
**Elective			3
LGLA	2307	Law Office Management	3
TSEC	2405+	Co-op Education II	4
Total			16 Hours
Total Number of Hours Required			68 Hours
Credit Hour Summary			
Secretarial			44 Credit Hours
*General Education			18 Credit Hours
**Electives			6 Credit Hours
Total			68 Credit Hours

** Electives may be any nondevelopmental course, one must be outside the major field.
 + Prerequisite: Consent of the Co-op Coordinator.
 All A.A.S degree students and three-semester certificate degree students must present portfolios for approval by the Business Technology Faculty prior to graduation.

Program of Study

Associate in Applied Science - (A.A.S.) Office Specialist

A two-year degree offered for students seeking a career as a general office specialist with a biliterate emphasis added to the technical skills.

Freshman Year			
First Semester			
TSEC	1301	Basic Keyboarding, or	3
TSEC	1312	Skillbuilding for Speed and Accuracy	3
TSEC	1315	Professional Development	3
ENGL	1301	*Composition I	3
TSEC	1305	Business Communications	3
**Electives			3
Total			15 Hours
Second Semester			
TSEC	2301	Office Procedures	3
MATH	1313*	College Mathematics	3
TSEC	1312	Skillbuilding for Speed and Accuracy, or	3
TSEC	1325	Document Production	3
TSEC	1310	Electronic Calculating Machines	3
OFAD	1314	Filing Systems	3
PSYC	2301*	Introduction to Psychology	3
Total			18 Hours
Sophomore Year			
First Semester			
TSEC	2340	Spreadsheet Applications	3
TSEC	1325	Document Production	3
OFAD	2304	Basic WordPerfect	3
SPAN	1313*	Elementary Spanish I or	3
SPAN	1373*	Basic Spanish for Bilinguals I	3
TSEC	2401+	Co-op Education I	4
Total			16 Hours
Second Semester			
TSEC	2320	Business Correspondence	3
OFAD	2305	Advanced WordPerfect	3
SPCH	1321	Business and Professional Communications or	3
SPCH	1318*	Interpersonal Communication	3
SPAN	2317	Business Spanish	3
TSEC	2405+	Co-op Education II	4
Total			16 Hours
Credit Hour Summary			
Secretarial			41 Credit Hours
*General Education			21 Credit Hours
**Electives			3 Credit Hours
Total			65 Credit Hours

** Electives may be any nondevelopmental courses, one must be outside of major field.

+ Prerequisite: Consent of the Co-op Coordinator.

All A.A.S degree students and three-semester certificate degree students must present portfolios for approval by the Business Technology Faculty prior to graduation.

Program of Study

Associate in Applied Science (A.A.S.) - Word Processing Specialist

Provides students with the communication and word processing skills necessary for a position as a software application specialist in today's high technology offices.

Freshman Year

Course	Credit Hours
TSEC 1301 Basic Keyboarding, or	3
TSEC 1312 Skillbuilding for Speed and Accuracy	3
TSEC 1305 Business Communications	3
TSEC 1315 Professional Development	3
ENGL 1301* Composition I	3
TSEC 1310 Electronic Calculating Machines	3
Total	15 Hours

Course	Credit Hours
MATH 1313* College Math	3
TSEC 1312 Skillbuilding for Speed and Accuracy, or	3
TSEC 1325 Document Production	3
TSEC 2301 Office Procedures	3
OFAD 1314 Filing Systems	3
PSYC 2301* Introduction to Psychology	3
**Elective	3
Total	18 Hours

Sophomore Year

Course	Credit Hours
TSEC 2345 Microsoft Word	3
OFAD 2304 Basic WordPerfect	3
TSEC 2340 Spreadsheet Applications	3
TSEC 2401+ Co-op Education I	4
TSEC 1325 Document Production	3
Total	16 Hours

Course	Credit Hours
TSEC 2320 Business Correspondence	3
OFAD 2305 Advanced WordPerfect	3
SPCH 1321 Business and Professional Communications or	3
SPCH 1318* Interpersonal Communication	3
TSEC 2405+ Co-op Education II	4
**Approved Elective	3
Total	16 Hours

Total Number of Hours Required	65 Hours
Credit Hour Summary	
Secretarial	47 Hours
*General Education	15 Hours
**Electives	3 Hours
Total	65 Hours

* Approved General Education/Liberal Arts Courses: SPAN 1373, GOVT 2301, 1301, SOCI 1301 or other approved elective.

** Electives may be any nondevelopmental courses, one must be outside of major field.

+ Prerequisite: Consent of the Co-op Coordinator.

All A.A.S degree students and three-semester certificate degree students must present a portfolio for approval by the Business Technology Faculty prior to graduation.

Tech-Prep Business Technology

The Tech-Prep Office Specialist Certificate, Associate in Applied Science Degree, and Enhanced Skills Certificate programs are designed for BISD graduates who have already completed the TECH-Prep requirements and courses on the high school level. Credit for the high school courses will be granted at the end of the first full semester in the program. Qualified students should contact the Business Technology Department chair to inquire about the enrollment in the Tech-Prep program.

Program of Study

Tech-Prep Certificate of Proficiency - Office Specialist

Course	Credit Hours
TSEC 1301 ++Basic Keyboarding or	3
TSEC 1312 Skillbuilding for Speed & Accuracy	3
TSEC 1315 Professional Development	3
TSEC 1305 ++Business Communications	3
TSEC 1310 Electronic Calculating Machines	3
OFAD 2304 Basic WordPerfect	3
Total	15 Hours

Course	Credit Hours
TSEC 1312 Skillbuilding for Speed & Accuracy or	3
TSEC 1325 Document Production	3
TSEC 2301 Office Procedures	3
OFAD 2305 Advanced WordPerfect	3
TSEC 2340 ++Spreadsheet Applications	3
OFAD 1314 Filing Systems	3
Total	15 Hours

Total Number of Hours Required	30 Hours
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Credit Hour Summary	
Secretarial	30 Hours
Total	30 Hours

++Tech-Prep bridge courses completed in high school. Exit Exam must be passed before certificate is awarded.

Program of Study

Tech-Prep Office Specialist - Enhanced Skills Certificate

Course	Credit Hours
TSEC 2345 Microsoft Word	3
ACNT 1403 Introduction to Accounting I	4
TCIS 1405 Advanced Microcomputers	4
Total Number of Hours Required	11 Hour

Program of Study

Tech-Prep Associate in Applied Science (A.A.S.) - Office Specialist

Course	Credit Hours
TSEC 1301 ++Basic Keyboarding or	3
TSEC 1312 Skillbuilding for Speed & Accuracy	3
TSEC 1315 Professional Development	3
ENGL 1301 Composition I	3
TSEC 1305 ++Business Communications	3
**Elective(s)	3
Total	15 Hours

Course	Credit Hours
TSEC 2301 Office Procedures	3
TSEC 2340 ++Spreadsheet Applications for the Office	3
TSEC 1312 Skillbuilding for Speed & Accuracy or	3
TSEC 1325 Document Production	3
TSEC 1310 Electronic Calculating Machines	3
OFAD 1314 Filing Systems	3
PSYC 2301 Introduction to Psychology	3
Total	18 Hours

Course	Credit Hours
MATH 1313 College Mathematics	3
TSEC 1325 Document Production	3
OFAD 2304 Basic WordPerfect	3
SPAN 1313 Elementary Spanish I or	3

SPAN	1373	Basic Spanish (for Bilinguals)	3
+TSEC	2401	Co-op Education I	4
Total			16 Hours
Second Semester			Credit Hours
TSEC	2320	Business Correspondence	3
OFAD	2305	Advanced WordPerfect	3
SPCH	1321	Business and Professional Communication or	
SPCH	1318	Interpersonal Communication	3
SPAN	2317	Business Spanish	3
+TSEC	2405	Co-op Education II	4
Total			16 Hours
Total Number of Hours Required			65 Hours
Credit Hour Summary			
Secretarial			41 Hours
General Education			18 Hours
**Electives			6 Hours
Total			65 Hours

**Electives may be any nondevelopment courses, one must be outside of major field.

+Prerequisite: Consent of the Co-op Coordinator.

++Tech-Prep bridge courses completed in high school.

All A.A.S degree students and three-semester certificate degree students must present portfolios for approval by the Business Technology Faculty prior to graduation.



School of Education

Dr. Sylvia Cavazos Peña, Dean
Education Building • (956) 982-0250



Purpose and Objective

The School of Education is committed to innovative approaches for preparing teachers and other professional personnel.

The faculty of the School of Education share the conviction that teaching is a profession and that teacher education represents the preparation for that profession. In cooperation with teaching professionals, this school, through a combination of academic and practical preparation, aspires to:

- prepare well-qualified professionals at the undergraduate, graduate and postgraduate levels for service in educational systems and agencies,
- contribute through scholarly activities to the knowledge base in teaching, learning and the management of schools,
- model effective educational practices,
- collaborate with local school systems and agencies to solve educational problems,
- provide equal educational opportunity for the diverse cultures of South Texas,
- improve teacher education through both traditional and innovative programs, and
- uphold continuous improvement practices in all programs.

Certificates & Degrees Offered

Certificate of Proficiency in Child Care and Development
Associate in Applied Science in Child Care and Development
Bachelor of Arts in Liberal Arts and Sciences
Bachelor of Science in Kinesiology
Certificate Programs in Teacher Education

The programs in the School of Education and related courses are coordinated by the following departments:

Curriculum & Instruction Department

Elementary Education
Secondary Education
Reading
Alternative Certification Program

Kinesiology Department

Kinesiology

School Specialties Department

Bilingual Education and ESL Programs
Early Childhood Education
Generic Special Education
Child Care and Development
Teaching Endorsements

Overview of Teacher Education Programs

The School of Education offers teacher education programs required for certification at the elementary, secondary, all-level and graduate levels. The teacher education program for provisional teacher certification includes academic specializations and teaching fields in subjects approved to be taught in the public schools of Texas or delivery systems as authorized by the State Board for Educator Certification for use in the public schools of Texas.

The School of Education offers an Associate in Applied Science degree and a Certificate of Proficiency program in Child Care and Development. In addition the School of Education offers two baccalaureate degrees: Bachelor of Arts in Liberal Arts and Sciences and the Bachelor of Science in Kinesiology.

UTB/TSC provides, within the curriculum sequence for each academic specialization, teaching field, or delivery system, instructional components that meet academic program requirements identified by the Commission on Standards for the Teaching Profession and approved by the State Board for Educator Certification.

The Provisional Teacher Certification within a baccalaureate program includes the following three areas:

1. General Education Curriculum (i.e., General Requirements or University College),
2. Teaching Specialty Curriculum (i.e., Secondary Academic Specialization or Elementary Delivery System) designed for Texas public school instruction.
3. Professional Development Sequence designed for specific roles in public school teaching (i.e., elementary, secondary and all-level, including field-based experience and a full semester of student teaching.

Certification Requirements

Teacher certification in Texas is provided through the State Board for Educator Certification upon completion of an approved teacher education program from a Texas institution of higher education or through an approved alternative teacher certification program. There are also provisions for certification of individuals educated out of state. A State Board for Educator Certification rule requires an individual to meet the following qualifications to receive certification:

- Be at least 18 years of age.
- Be recommended by a Texas senior college
- Be of good moral character, and be clear of a felony or misdemeanor conviction for a crime which is directly related to the duties and responsibilities of the teaching profession.
- Be willing to support and defend the constitutions of the United States and Texas.
- Have college credit or examination credit demonstrating knowledge of the Texas and federal constitutions and United States history.

- Be able to speak and understand the English language sufficiently to use it easily and readily in conversation and teaching.
- Pass the appropriate Examination for the Certification of Educators in Texas (ExCET). This requirement applies to all provisional, professional, or administrative certificates and those applicants holding a valid out-of-state certificate. In addition student eligibility status to register for the various ExCET tests is dependent upon completing all state/departmental requirements including the following:
 - (1) be enrolled in the last semester of the teacher preparation program, or
 - (2) be enrolled in spring semester prior to summer completion of program requirements
 - (3) meet all departmental requirements including grade point average and benchmark examinations. Additional information about benchmark requirements may be obtained by contacting each of the different academic departments.
- A passing score on the Texas Oral Proficiency Test (TOPT) in Spanish is required for certification in bilingual education, elementary and secondary Spanish.
- A minimum of 6 credit hours of field based education courses

The certification programs at UTB/TSC are approved by the State Board for Educator Certification and are under the "Center Rule" and *Texas Education Code*, Sections 13.036-13.039.

For information on certification refer to Title 19, Part II, Texas Administrative Code and the *Texas Education Code* or contact the Coordinator of Teacher Certification, Education Building, #8.

Teacher Certification Application Procedures

Students should satisfactorily complete the prescribed certificate program and achieve a satisfactory score on the ExCET examinations prescribed by the State Board of Education, and submit scores to the Coordinator of Teacher Certification in the School of Education, fill out the required certificate application and pay the prescribed fee.

Note: In Accordance with Article 6252.13c, Texas Civil Statutes, the Commissioner of Education may suspend or revoke a teaching certificate or refuse to issue a teaching certificate for a person who has been convicted of a felony or misdemeanor for a crime which directly relates to the duties of the teaching profession.

Procedures for Admission to Teacher Education

Students wishing to pursue work toward a provisional undergraduate teaching certificate must apply and complete admission to the teacher education program during the semester before beginning the junior year. Admission to teacher education is required of all students seeking provisional certification and is a separate procedure from admission to UTB/TSC.

Admission To Teacher Education Requires:

- an official Application for Admission to Teacher Education,
- junior classification (60 or more non-developmental semester credit hours) with a minimum 2.50 grade point average,
- completion of the following general education courses with a minimum 2.50 grade point average:
 - 9 hours of English with a minimum grade of "C" in each freshman English course,
 - 6 hours of history,
 - 6 hours of government,
 - 3 hours of speech,
 - 3 hours of College Math (1314, 1324, 1332, or higher level math course with a minimum grade of "C",

- 6/8 hours of modern language or laboratory science,
- 3 hours of art or music,
- 3 hours of Social/Behavioral Science and
- passing all parts of the Texas Academic Skills Program (TASP) with a minimum TASP reading score of 260.
- A student may elect to substitute a departmentally established reading score on the Nelson Denny Reading Test or other departmentally approved Reading Test in lieu of the required score on the TASP reading test.

Admission to the Teacher Education Program must be completed before registering for professional education courses, or any of the elementary delivery systems in the School of Education (Bilingual, Special Education, Early Childhood).

Students interested in secondary education certification should contact the College of Liberal Arts, or the College of Science, Mathematics and Technology, for advisement toward a degree in the appropriate teaching area. Prospective students should also contact the Teacher Education office for advisement relating to teacher certification.

Field Experiences

The teacher preparation program requires students to enroll in education courses that require a variety of training activities scheduled in area schools. These experiences include such things as classroom observations, working with mentor teachers, tutoring students, small group work and lesson presentations. Prior to initiating any field experiences students must meet the following prerequisites:

- Clear admittance to the Teacher Education Program.
- Criminal History Check. Each semester students must have a current check conducted through their local Department of Public Safety Office.
- TB test. Submit a current report (TB test forms are available in the Teacher Education Field Experience Office). The UTB/TSC Health Services Office is available for administration of TB tests every day from 8:00 a.m. to 1:00 p.m. except on Thursdays.
- Clear demonstration of commitment to professional standards and ethics.

All Criminal History Checks and TB tests are to be submitted to the course instructor during the first week of class and all financial charges associated with these are the responsibility of the student.

Student Teaching

Student teaching is required in partial fulfillment of the requirements for a provisional certificate in Texas. Senior level student teachers are assigned regular classroom instruction with mentor teachers for one full semester. Students should be aware that no more than three hours of other coursework may be taken concurrently with student teaching. Before applying for student teaching, a student must meet the following prerequisites:

- Senior classification.
- Minimum overall GPA of 2.50
- Completion of required professional education courses as specified by the individual degree plan with a 2.50 GPA and no grade lower than C.
- Be within six semester hours of completing required coursework in each teaching field, discipline, and/or delivery system as specified by the degree plan, with a minimum 2.50 grade point average in each.
- Satisfactory TB test results on file.
- Completion of all course practicums
- Completion of READING 3323, 3329, and/or 4351 as required by the individual degree plan.
- Criminal history search
- Clear demonstration of commitment to professional standards and ethics.

Application Procedure: For student teaching the following application procedure must be completed before approval for student teaching. Students need to be aware that the application process for Student Teaching is separate from the application for admission to Teacher Education.

- File an official student teaching application form which is available in the Teacher Education Field Experience Office.
- Attach an up-to-date UTB/TSC transcript.
- Attach a copy of the official degree plan.
- Submit an application to the Teacher Education Field Experience Office by March 15 for the fall semester or by October 15 for the spring semester.

Assignments to student teaching are based on the following:

Elementary Education

- Students seeking only an elementary certificate will be given a one semester, all-day assignment.
- Students seeking an elementary certificate with a delivery system in Early Childhood Education or Generic Special Education will be assigned an all-day, one-half semester placement in an elementary classroom and an additional all-day, one-half semester placement in the delivery system.

Bilingual Education students will be assigned to an all-day one semester student teaching assignment

Secondary Education

- Secondary students seeking a certificate in a single 36 or 48-hour major will receive an all-day one semester placement in the specified major.
- Students seeking certification in two 24-hour fields will be assigned an all-day, one half semester placement for each of the two fields. Each additional field will require an all day placement in each field.

All-Level (See page 90)

- All-level majors will receive an all-day, half semester placement at both the elementary and secondary levels. Each additional teaching field will require an all-day placement.

Bachelor of Arts in Liberal Arts & Sciences (B.A.L.A.S.)

Elementary Interdisciplinary Degree Program

The Bachelor of Arts in Liberal Arts and Sciences (BALAS) is offered to support the elementary teacher certification program.

The degree requires students choosing elementary certification to select:

(1) a 24-semester credit hour academic specialization (Art, Biology, English, History, Mathematics, and Spanish) and an 18-semester credit hour academic support area from Liberal Arts (Art, English, History, and Spanish), Science and Mathematics (Biology and Mathematics), or from Education (Kinesiology): or

(2) a 24-semester credit hour academic specialization (Art, Biology, English, History, Mathematics, and Spanish) and an 18-semester credit hour delivery system in Bilingual Education, Early Childhood Education or Generic Special Education.

Program of Study

Bachelor of Arts in Liberal Arts and Sciences (B.A.L.A.S.)

(Elementary Teacher Certification With an Academic

Specialization and an Academic Support Area –

Option II: Grades 1-8)

General Education Core Curriculum 48 Hours

Academic Specialization 24 Hours

Select one:

- Art
- Biology

- English
- History
- Mathematics
- Spanish

Academic Support Area 18 Hours

Select one:

- Art
- Biology
- English
- History
- Kinesiology
- Mathematics
- Spanish

Reading 12 Hours

READ 3323 Literacy in the Elementary School

READ 3329 Diagnosing and Correcting Reading Problems

READ 3335 Language Arts in the Elementary School

READ 3341 Children's Literature

Professional Development 24 Hours

EDCI 4301 Foundations of Education in a Diverse Multicultural Society

EDCI 4302 Educational Psychology in Elementary School

EDCI 4305 Instructional Planning and Curriculum Development

EDCI 4306 Instructional Methodology and Classroom Management

EDCI 4309 Content Area Methodologies

SPED 4372 Special Education in Inclusive Settings

EDCI 4611 Student Teaching Elementary/Bilingual

EDCI 4611 Substitutions:

Early Childhood: EDCI 4311 and 4312,

Generic Special Education: EDCI 4311 and SPED 4313,

Combination of Subjects 12 Hours

For Students Selecting Liberal Arts Academic Specialization, take

6 Hours – Mathematics (Level 1000, 2000, 3000, 4000)

3 Hours – Biology (BIOL 4330 Integrated Biology for Middle School Science Teachers)

3 Hours – Physical Sciences (PHYS 1417 The Earth, the Sky, and the Heavens)

For Students Selecting Science & Mathematics Academic Specialization, take

3 Hours - Spanish (Level 3000, 4000)

3 Hours – Geography (GEOG 3334 Conservation of World Resources)

3 Hours – History (Level 3000, 4000)

3 Hours – INDS 3301 Theories of Knowledge or INDS 3303

Culture and Humanity: Human Diversity in Cross Cultural Perspective

Total Number of Hours Required 138 Hours

Program of Study

Bachelor of Arts in Liberal Arts and Sciences (B.A.L.A.S.)

(Elementary Teaching Certification With An Academic

Specialization and a Delivery System – Option III:

Grades 1 – 8 and Option IV: Grades Pre-K – 6)

General Education Core Curriculum 48 Hours

Academic Specialization 24 Hours

Select one:

- Art
- Biology
- English
- History

Mathematics
Spanish

Delivery System
Select one:

Bilingual Education (Option III)
Early Childhood Education (Option IV)
Generic Special Education (Option III)

Reading 12 Hours
READ 3323 Literacy in the Elementary School
READ 3329 Diagnosing and Correcting Reading Problems

READ 3335 Language Arts in the Elementary School
READ 3341 Children's Literature

Professional Development 24 Hours

EDCI 4301 Foundations of Education in a Multicultural Society
EDCI 4302 Educational Psychology in the Elementary School
EDCI 4305 Instructional Planning and Curriculum Development
EDCI 4306 Instructional Methodology and Classroom Management

EDCI 4309 Content Area Methodologies

SPED 4372 Special Education in Inclusive Settings

EDCI 4611 Student Teaching Elementary/Bilingual

EDCI 4611 Substitutions:

Early Childhood: EDCI 4311 and 4312

Generic Special Education: EDCI 4311 and SPED 4313

Combination of Subjects 12 Hours

For Students Selecting Liberal Arts Academic Specialization, take

6 Hours - Mathematics (Level 1000, 2000, 3000, 4000)

3 Hours - Biology (BIOL 4330 Integrated Biology for Middle School Science Teachers)

3 Hours - Physical Science (PHYS 1417 The Earth, the Sky, and the Heavens)

For Students Selecting Science and Mathematics Academic Specialization, take

3 Hours - Spanish (Level 3000, 4000)

3 Hours - Geography (GEOG 3334 Conservation of World Resources)

3 Hours - History (Level 3000, 4000)

3 Hours - INDS 3301 Theories of Knowledge or INDS 3303 Culture and Humanity: Human Diversity in Cross Cultural Perspective

Total Number of Hours Required 138 Hours

Curriculum & Instruction Department

Elementary Education

Professional Development Sequence for Elementary Education

The professional development sequence of courses listed is required to complete elementary certification for the Bachelor of Arts in Liberal Arts and Sciences (BALAS) degree.

Professional Development Sequence: 24-semester credit hours

EDCI 4301 Foundations of Education in a Diverse Multicultural Society

EDCI 4302 Educational Psychology in the Elementary School

EDCI 4305 Instructional Planning and Curriculum Development

EDCI 4306 Instructional Methodology and Classroom Management

EDCI 4309 Content Area Methodologies

SPED 4372 Special Education in Inclusive Settings

EDCI 4611 Student Teaching Elementary/Bilingual

EDCI 4611 Substitutions:

Early Childhood: EDCI 4311 and 4312

Generic Special Education: EDCI 4311 and SPED 4313

Secondary Education

Professional Development Core for Secondary Education

The professional development sequence of courses listed is required to complete secondary certification for the Bachelor of Arts and Bachelor of Science degrees.

Professional Development Sequence: 24 semester credit hours

EDCI 4301 Foundations of Education in a Diverse Multicultural Society

EDSC 4303 Understanding Learners and the Learning Environment

EDSC 4374 Secondary Curriculum

EDSC 4375 Methods and Techniques of Teaching in the Secondary School

EDSC 4676 Educational Experiences at the Secondary level

EDCI 4641 Student Teaching

Please check with the Student Teaching Office for additional Student Teaching course numbers
Note: Professional EDCI/EDSC courses must be completed with a minimum grade of "C". All secondary students pursuing teacher certification must complete Reading 4331.

Secondary Teaching Certification

Secondary Teaching Certification requires the student to seek a Bachelor of Arts or a Bachelor of Science degree from academic majors in the College of Liberal Arts, the College of Science, Mathematics and Technology, or the School of Education. Three secondary teaching certification options are available to students in these degrees:

- Option I: single academic area, requires a minimum of 36 semester credit hours
- Option II: two academic areas, requires a minimum of 24 semester credit hours in each academic area
- Option IV: one single composite academic area requires a minimum of 48 semester credit hours

Option I: single academic area requiring a minimum of 36 semester credit hours

Option I prepares the student to seek certification in a single academic area (major). Major academic areas include: Art, Biology, Chemistry, English, Government, History, Kinesiology, Mathematics, Physics, and Spanish. Programs of study for secondary certification Option I which include these majors lead to a Bachelor of Arts degree or a Bachelor of Science degree. These programs of study are designed with a non-teaching minor or without a minor. General program of study requirements are listed for secondary teaching certification using Option I. Refer to academic departments of the major for specific Option I requirements. [The student must meet university and state guidelines for certification (see advisors).]

Program of Study

Bachelor of Arts or Bachelor of Science

(Teacher Certification -- Option I with a Non-Teaching Minor)

General Education Core Curriculum 48 Hours

Major Requirement (minimum 36 Hours) 36 Hours

Select One:

Art

English

Government

History

Kinesiology

Mathematics

Spanish

Minor (Non-Teaching) Requirement (minimum 18 Hours) 18 Hours

Select One (other than designated major):

Art

Art History

Biology
 Business
 Chemistry
 Computer Science
 Criminal Justice
 English
 Government
 History
 Kinesiology
 Mathematics
 Music
 Physics
 Psychology
 Spanish
 Sociology

Professional Development Courses 24 Hours
 Reading (READ 4351) 3 Hours

Total Number of Hours Required Minimum 124, Maximum 139 Hours

Note: See your Academic Advisor for assistance with selection of majors and minors and for specific course requirements. The number of required hours for the major and minor vary depending on the departmental requirements.

Program of Study

Bachelor of Arts or Bachelor of Science

(Teaching Certification – Option I Without a Minor)

General Education Core Curriculum 48 Hours
 Major Requirement (minimum 36 Hours) Minimum 36 Hours

Select One:

Biology
 Chemistry
 English
 Physics

Free Electives, Support Courses or Recommended Courses

Professional Development Courses 24 Hours
 Reading (READ 4351) 3 Hours

Total Number of Hours Required Minimum 124, Maximum 139 Hours

Note: See your Academic Advisor for assistance with selection of majors, free electives, support courses or recommended courses for specific course requirements. The number of required hours for the major, free electives, support courses or recommended courses vary depending on the departmental requirements.

Option II: two academic areas, requires a minimum of 48 semester credit hours (minimum of 24 hours in each area).

Option II: prepares the student to seek certification in two academic areas. The first academic area becomes the major and the student must meet the major requirements of that department. The second academic area becomes the minor and must have a minimum of 24 semester credit hours. [The student must meet university and state requirements for certification – see advisor.]

Program of Study

Bachelor of Arts or Bachelor of Science

(Secondary Teaching Certification – Option II)

General Education Core Curriculum 48 Hours
 Major Requirement (minimum 36 Hours) 36 Hours

Select One:

English
 Government
 History
 Kinesiology
 Mathematics
 Spanish

(See Academic Department for course requirements)

Minor Requirement (Minimum 24 Hours) 24 Hours

(Second Teaching Area – Minimum 24 Hours)

Select One (Other than designated major):

Art
 Computer Science
 Generic Special Education
 Government
 History
 Kinesiology
 Mathematics
 Physics
 Reading
 Spanish

(See Academic Department for course requirements)

Professional Development Courses 24 Hours
 Reading (READ 4351) 3 Hours

Total Number of Hours Required Minimum 124, Maximum 139 Hours

Note: See your Academic Advisor for assistance with selection of major (first teaching areas) and minor (second teaching areas) for specific course requirements. The number of required hours for the major and minor vary depending on the departmental requirements.

Option IV: One single 48 semester credit hours composite academic area required (Science with a major in Biology, Social Studies with a major in Government or History)

(1) For the Social Science composite options (Government and History) see the Social Sciences Department for program of study information and course selections.

(2) For the Science composite option (Biology) see the Department of Biological Sciences for program of study information and course selections.

Reading

See B.A.L.A.S. Requirement (12 Hours)

Secondary Option II Minor

Reading Minimum of 24 hours advanced

READ 3313	Literacy in the Secondary School
READ 3327	Reading and the Exceptional Child
READ 3310	Reading Acquisition
READ 3329	Diagnosing and Correcting Reading Problems
READ 3351	Young Adult Literature
READ 4351	Reading Across the Curriculum – Secondary
READ 4367	Teaching Reading to Children with Limited English Proficiency
READ 4369	Reading Practicum

All Level Certification

All Level Certification Options require 36 to 55 semester hours in the major field. Some subjects and areas require more than the minimum. Options include:

- All Level – Option I: One 48 semester credit hour academic area (Art, Music) Note: See the Fine Arts Department for program of study and course selections information.
- All Level – Option II: One 36 hour semester credit hour academic area (Kinesiology) Note: See the Kinesiology Department for program of study and course selections information.

Bachelor of Arts in All-Level Art

Major requirements:

Professional Development Sequence: 24 semester credit hours

EDCI 4301	Foundations of Education in a Diverse Multicultural Society
EDCI 4302	Educational Psychology in Elementary Schools
EDSC 4303	Understanding Learners and the Learning Environment
EDCI 4305	Instructional Planning and Curriculum Development

EDCI	4306	Instructional Methodology and Classroom Management
EDSC	4374	Secondary Curriculum
EDSC	4377	Methods & Techniques of Teaching Art in the Secondary School
EDCI	4311	Student Teaching - Elementary
EDSC	4398	Student Teaching - Secondary

Bachelor of Arts in All-Level Music

Major requirements

Professional Development Sequence: 24 semester credit hours

EDCI	4301	Foundations of Education in a Diverse Multicultural Society
EDCI	4302	Educational Psychology in Elementary Schools
EDSC	4303	Understanding Learners and the Learning Environment
EDCI	4305	Instructional Planning and Curriculum Development
EDCI	4306	Instructional Methodology and Classroom Management
EDCI	4328	Methods & Techniques of Teaching Music in the Elementary School
EDSC	4329	Methods & Techniques of Teaching Music in the Secondary School
EDCI	4311	Student Teaching - Elementary
EDSC	4398	Student Teaching - Secondary

Bachelor of Science in All-Level Kinesiology

Major requirements

Professional Development Sequence: 24-semester credit hours

EDCI	4301	Foundations of Education in a Diverse Multicultural Society
EDCI	4302	Educational Psychology in Elementary Schools
EDSC	4303	Understanding Learners and the Learning Environment
EDCI	4306	Instructional Methodology and Classroom Management
EDSC	4374	Secondary Curriculum
EDSC	4376	Educational Experiences at the Secondary Level
EDCI	4311	Student Teaching - Elementary
EDSC	4398	Student Teaching - Secondary

Note: A second teaching field requires a minimum of 24 hours in the minor and an additional three hours student teaching. The second teaching field certification is for grades 6-12 only.

Alternative Certification Program

The Alternative Certification Program (ACP) is a cooperative endeavor with area public schools designed for prospective public school teachers with degrees from accredited colleges or universities in disciplines other than education. The UTB/TSC program is one of 23 programs in Texas. Certification is offered in:

- Elementary Education with areas of concentration in
 - Elementary (PK-6)
 - Bilingual/ESL (PK-6)
 - Elementary (1-6)
 - Bilingual/ESL (1-6)

Admission into the program requires a student to have completed 24 semester credit hours from English, Math, Science, Social Studies (History, Government, Economics & Geography) with a minimum of 3 semester credit hours from each area and a maximum of 9 in any one area.

- Secondary (6-12)

Art, Basic Business, Biology, Business Administration, Business Composite, Chemistry, Computer Information Systems, Dance, Earth Science,

Economics, English, English Language Arts, French, Geography, German, Government, Health Education, History, Industrial Technology, Journalism, Latin, Life Earth Science, Mathematics, Music, Physical Education, Physical Science, Physics, Psychology, Reading, Science Composite, Secretarial Business, Social Studies Composite, Sociology, Spanish, Speech Communications, Theatre Arts.

Admission into the program requires a student to have completed 24 semester credit hours with 12 advanced hours in the certification field.

- All Level (PK-12)

English as a second Language
Generic Special Education
Kinesiology
Music

Program prerequisites include a Baccalaureate degree from an accredited institution, overall GPA and content teaching area GPA of 2.50, passing score on the TASP tests with a score of 260 on the Reading portion or an acceptable score on the Nelson Denny Reading test or other departmentally approved test if the TASP Reading score is less than 260, English Language Proficiencies (TOEFL), oral interview and 30 hours of field experience. Upon completion of entry requirements, an employment contract and approval as an intern, the following must be accomplished within one calendar year:

- Attend workshop seminars/campus pre-service training sessions,
- Complete all required university coursework with no grade lower than a "C",
- Meet all other departmental requirements and benchmark activities. In addition student eligibility status to register for the various ExCET tests is dependent upon completing all state/departmental requirements including the following:
 - be enrolled in the last semester of the teacher preparation program, or
 - be enrolled in spring semester prior to summer completion of program requirements
 - meet all departmental requirements including grade point average and benchmark examinations. Additional information about benchmark requirements may be obtained by contacting each of the different academic departments.
 - Passing score on required ExCET and TOPT examinations, and
 - Completion of required school district and ACP office paperwork and settlement of all financial obligations.

Elementary

Education courses taken prior to completion of a Baccalaureate degree may not be applied to meet Alternative Certification Program entry requirements.

Elementary (PK-6)

Phase I

EDCI	4306	Instructional Methodology and Classroom Management
SPED	3370	Introduction to Exceptional Children
EDEC	4385	Growth and Development of Young Children
READ	3323	Literacy in the Elementary School

Phase II

EDCI	4302	Educational Psychology in the Elementary School
EDEC	4386	Basic Skills in Early Childhood Education: Foundations for Formal Learning
READ	3326	Reading Across the Curriculum - Elementary
EDCI	4620	Internship: Elementary/Secondary Schools
EDCI	4621	Internship: Elementary/Secondary Schools Elementary (1-6)

Phase I

EDCI	4306	Instructional Methodology and Classroom Management
SPED	3370	Introduction to Exceptional Children

READ	3323	Literacy in the Elementary School	EDCI	4620	Internship: Elementary/Secondary Schools
Phase II			EDCI	4621	Internship: Elementary/Secondary Schools
EDCI	4302	Educational Psychology in the Elementary School			
READ	3326	Reading Across the Curriculum—Elementary			
EDCI	4620	Internship: Elementary/Secondary Schools			
EDCI	4621	Internship: Elementary/Secondary Schools			
Bilingual/ESL (PK-6)					
Phase I					
EDCI	4306	Instructional Methodology and Classroom Management			
BILC	4320	English as a second Language			
EDEC	4385	Growth and Development of Young Children			
READ	3323	Literacy in the Elementary School			
Phase II					
BILC	4325	Teaching Reading in the Bilingual Classroom			
BILC	3316	First and Second Language Acquisition			
EDEC	4386	Basic Skills in Early Childhood Education: Foundations for Formal Learning			
EDCI	4302	Educational Psychology in the Elementary School			
EDCI	4620	Internship: Elementary/Secondary Schools			
EDCI	4621	Internship: Elementary/Secondary Schools			
Bilingual/ESL (1-6)					
Phase I					
EDCI	4306	Instructional Methodology and Classroom Management			
BILC	3317	The Bilingual Curriculum in the Content Areas			
BILC	4320	English as a Second Language			
READ	3323	Literacy in the Elementary School			
Phase II					
BILC	4325	Teaching Reading in the Bilingual Classroom			
EDCI	4302	Educational Psychology in the Elementary School			
BILC	3316	First and Second Language Acquisition			
EDCI	4620	Internship: Elementary/Secondary Schools			
EDCI	4621	Internship: Elementary/Secondary Schools			
Secondary (6-12)					
Phase I					
EDSC	4375	Methods and Techniques of Teaching in the Secondary School			
SPED	3370	Introduction to Exceptional Children			
READ	4351	Reading Across the Curriculum - Secondary			
Phase II					
EDSC	4303	Understanding Learners and the Learning Environment			
READ	3351	Young Adult Literature			
EDCI	4620	Internship: Elementary/Secondary Schools			
EDCI	4621	Internship: Elementary/Secondary Schools			
All Level					
English as a Second Language (PK-12)					
Phase I					
EDSC	4375	Methods and Techniques of Teaching in the Secondary School			
BILC	4320	English as a Second Language			
READ	4367	Teaching Reading to Children with Limited English Proficiency or			
READ	4351	Reading Across the Curriculum—Secondary			
Phase II					
BILC	3305	Foundations of Multicultural Education			
EDSC	4303	Understanding Learners and the Learning Environment			
BILC	3316	First and Second Language Acquisition			
			EDCI	4620	Internship: Elementary/Secondary Schools
			EDCI	4621	Internship: Elementary/Secondary Schools
Special Education (PK-12)					
Phase I					
EDCI	4306	Instructional Methodology and Classroom Management or			
EDSC	4308	Methods and Techniques of Teaching in the Secondary School			
SPED	3370	Introduction to Exceptional Children			
SPED	4301	Language Development and Communication Disorders			
READ	3327	Reading and the Exceptional Child			
Phase II					
SPED	4385	Classroom Approaches and Modifications for Students with Special Needs			
SPED	4375	Testing and Assessment of Exceptional Individuals			
SPED	4372	Special Education in Inclusive Settings			
EDCI	4620	Internship: Elementary/Secondary Schools			
EDCI	4621	Internship: Elementary/Secondary Schools			
Kinesiology (PK-12)					
Phase I					
EDCI	4306	Instructional Methodology and Classroom Management			
EDSC	4308	Methods and Techniques of Teaching in the Secondary School			
SPED	3370	Introduction to Exceptional Children			
READ	3323	Literacy in the Elementary School			
READ	4351	Reading Across the Curriculum—Secondary			
Phase II					
EDCI	4302	Educational Psychology in the Elementary School			
EDSC	4303	Understanding Learners and the Learning Environment			
READ	3326	Reading Across the Curriculum—Elementary			
READ	3351	Reading Across the Curriculum—Secondary			
EDCI	4620	Internship: Elementary/Secondary Schools			
EDCI	4621	Internship: Elementary/Secondary Schools			
Music (PK-12)					
Phase I					
EDCI	4306	Instructional Methodology and Classroom Management			
EDCI	4375	Methods and Techniques of Teaching in the Secondary School			
SPED	3370	Introduction to Exceptional Children			
READ	3323	Literacy in the Elementary School			
READ	4351	Reading Across the Curriculum - Secondary			
Phase II					
EDCI	4302	Educational Psychology in the Elementary School			
EDSC	4303	Understanding Learners and the Learning Environment			
READ	3326	Reading Across the Curriculum - Elementary			
READ	3351	Reading Across the Curriculum - Secondary			
EDCI	4620	Internship: Elementary/Secondary Schools			
EDCI	4621	Internship: Elementary/Secondary Schools			

Kinesiology Department

Program of Study

Bachelor of Science in Kinesiology

(Teacher Certification - Secondary Option I:
Grades 6-12 With A Non-Teaching Minor)

General Education Core Curriculum	48 Hours
Kinesiology Major Requirements	36 Hours
KINE 1301 Introduction to Sport and Exercise Science	
KINE 1306 First Aid	
KINE 3309 Modified Team and Individual Sports	
KINE 3314 Dance for Children and Adolescence	
KINE 3330 Coaching Sports	
KINE 3340 Principles of Wellness and Fitness	
KINE 3353 Physiology of Exercise and Human Performance	
KINE 3370 Biomechanics	
KINE 4310 Measurement Techniques in Physical and Exercise Sports	
KINE 4351 The Adapted Kinesiology Program	
KINE 1111 Folk and Square Dancing	
KINE 1114 Gymnastics	
KINE 1124 Swimming	
KINE 11xx (Team Sport)	
KINE 11xx (Individual/Dual Sport)	
KINE 11xx (Activity Elective)	
Minor (Non-Teaching - minimum 18 Hours)	18 Hours
Professional Development Courses	24 Hours
EDCI 4301 Foundations of Education in a Diverse Multicultural Society	
EDSC 4303 Understanding Learners in the Learning Environment	
EDSC 4374 Secondary Curriculum	
EDSC 4375 Methods and Techniques of Teaching in the Secondary School	
EDSC 4676 Educational Experiences at the Secondary Level	
EDSC 4641 Student Teaching	
Additional Requirements	3 Hours
READ 4351 Reading Across the Curriculum - Secondary	
Electives	
Total Number of Hours Required	129 Hours

Program of Study

Bachelor of Science in Kinesiology

(Teacher Certification - Secondary Option II:
Grades 6 - 12 With A Teaching Minor)

General Education Core Curriculum	48 Hours
Kinesiology Major Requirements	36 Hours
KINE 1301 Introduction to Sport and Exercise Science	
KINE 1306 First Aid	
KINE 3309 Modified Team and Individual Sports	
KINE 3314 Dance for Children and Adolescence	
KINE 3330 Coaching Sports	
KINE 3340 Principles of Wellness and Fitness	
KINE 3353 Physiology of Exercise and Human Performance	
KINE 3370 Biomechanics	
KINE 4310 Measurement Techniques in Physical and Exercise Sports	
KINE 4351 The Adapted Kinesiology Program	
KINE 1111 Folk and Square Dancing	

KINE 1114	Gymnastics	
KINE 1124	Swimming	
KINE 11xx	(Team Sport)	
KINE 11xx	(Individual/Dual Sport)	
KINE 11xx	(Activity Elective)	
Minor (Second Teaching Area, Minimum 24 Hours)		24 Hours
Professional Development Courses		24 Hours
EDCI 4301	Foundations of Education in a Diverse Multicultural Society	
EDSC 4303	Understanding Learners in the Learning Environment	
EDSC 4374	Secondary Curriculum	
EDSC 4375	Methods and Techniques of Teaching in the Secondary School	
EDSC 4676	Educational Experiences at the Secondary Level	
EDSC 4641	Student Teaching	
Additional Requirements		3 Hours
READ 4351	Reading Across the Curriculum - Secondary	
Electives		
Total Number of Hours Required		135 Hours

Kinesiology Minor - Secondary Teacher Certification

Option II: Grades 6 - 12

24 hours, minimum of 12 hours of which must be advanced	
Sports Activity Element	5 hours
Kinesiology Core	
KINE 1301	Introduction to Sport and Exercise Science
KINE 3309	Modified Team and Individual Sports
KINE 3353	Physiology of Exercise & Human Performance
KINE 3370	Biomechanics
KINE 4310	Measurement Techniques In Physical Exercise & Sports
KINE 3330	Coaching of Sports
KINE 3340	Principles of Wellness & Fitness
KINE 4351	The Adapted Kinesiology Program

Program of Study

Bachelor of Science in Kinesiology

(Teaching Certification - All Level Option I:
Grades Pre-K - 12)

General Education Core Curriculum	48 Hours
Kinesiology Major Requirements	39 Hours
KINE 1301	Introduction to Sports and Exercise Science
KINE 1306	First Aid
KINE 3302	Foundations of Sports and Exercises for Pre-Adolescence
KINE 3309	Modified Team and Individual Sports
KINE 3314	Dance for Children and Adolescence
KINE 3320	History and Principles of Sport and Movement Science
KINE 3330	Coaching of Sports
KINE 3340	Principles of Wellness and Fitness
KINE 3353	Physiology of Exercise and Human Performance
KINE 3356	Aesthetics (Harmony) of Movement
KINE 3370	Biomechanics
KINE 4310	Measurement Techniques and Physical and Exercise Sports
KINE 4351	The Adapted Kinesiology Program
Minor (minimum 18 Hours)	18 Hours
Professional Development Courses	24 Hours
EDCI 4301	Foundations of Education in a Diverse

EDSC	4303	Multicultural Society Understanding Learners in the Learning Environment	
EDSC	4374	Secondary Curriculum	
EDSC	4375	Methods and Techniques of Teaching in the Secondary School	
EDSC	4676	Educational Experiences at the Secondary Level	
EDCI	4311	Student Teaching - Elementary	
EDCI	4398	Student Teaching - Secondary	
Additional Requirements			7 Hours
READ	4351	Reading Across the Curriculum - Secondary	
KINE	1111	Folk and Square Dancing	
KINE	1114	Gymnastics	
KINE	1124	Swimming	
KINE	xxxx	(Team Sport Elective)	
Total Number of Hours Required			136 Hours

KINE	11xx	Team Sports (Elective)	
KINE	11xx	Individual/Dual Sports (Elective)	
Minor (minimum 18 Hours)			18 Hours
Electives			
*Total Number of Hours Required			124 Hours
*36 Hours must be advanced (3000, 4000 Level)			
Academic Support Area in Kinesiology (For Elementary Certification - BALAS)			
Academic Support Area in Kinesiology			18 Hours
KINE	1306	Foundations of Sports & Exercise for Pre-Adolescents	
KINE	3314	Dance for Children & Adolescents	
KINE	3340	Principles of Wellness	
KINE	3356	Aesthetics (Harmony) of Movement	
KINE	4310	Measurement Techniques, Physical Exercise & Sports	
KINE	4351	The Adapted Kinesiology Program	

Program of Study

Bachelor of Science in Kinesiology/Exercise Science (Non-Certification Degree)

Exercise Science

The program emphasizes the study of exercise from an integrated biochemical, neurological, physiological, and biomechanical perspective. The program is offered to undergraduate students who wish to prepare for work in such diverse fields as medical and allied health professions, industry, private business, hospitals, state and private institutions, and amateur and professional sport teams that require expertise dealing with multidimensional aspects of exercise and fitness.

Kinesiology

The program is offered to undergraduate students who intend to prepare for non-teaching careers in the subject field of Kinesiology. Work opportunities include city recreation departments, YWCAs, YMCAs, Boys and Girls Clubs, and Adult Care Centers.

Tracks for the Kinesiology/Exercise Science consist of the Core, Concentration, and Sport Activity courses.

General Education Core Curriculum	48 Hours
Kinesiology Major Requirements	35-39 Hours
Kinesiology Core:	15 Hours

KINE	1301	Introduction to Sport and Exercise Science
KINE	1306	First Aid
KINE	3353	Physiology of Exercise and Human Performance
KINE	3370	Biomechanics
KINE	4310	Measurement Techniques in Physical and Exercise Sports

For Exercise Science Select: 24 Hours

KINE	3311	Psychological Behavior in Sports
KINE	3312	The Intramural Program
KINE	3352	Care, Treatment and Prevention of Athletic Injuries
KINE	4320	Management of Sports in Recreational Programs
KINE	4351	The Adapted Kinesiology Program
KINE	4356	Motor Learning and Human Performance
KINE	4663	Exercise Science Internship

For Kinesiology Select: 20 Hours		
KINE	3302	Foundations of Sports and Exercises for Pre-Adolescents
KINE	3309	Modified Team and Individual Sports
KINE	3320	History and Principles of Sports and Movement Sciences
KINE	3340	Principles of Wellness and Fitness
KINE	4351	The Adapted Kinesiology Program

Kinesiology Activities (5 Hours)

KINE	1111	Folk and Square Dance
KINE	1114	Gymnastics
KINE	1124	Swimming

School Specialties Department

Bilingual Education and ESL Programs Delivery System (B.A.L.A.S.)

Bilingual Education: 18 Hours (Grades 1st through 8th)

Bilingual Education Requirement

BILC	3310	Foundations of Bilingual Education
BILC	3316	First and Second Language Acquisition
BILC	3317	The Bilingual Curriculum in the Content Area
BILC	4320	English as a Second Language
BILC	4325	Teaching Reading in the Bilingual Classroom
ENGL	3319	Introduction to Descriptive Linguistics

Endorsement (See Endorsement Section)

Early Childhood Education Delivery System (B.A.L.A.S.)

Early Childhood Education: 18 hours (Grades Pre K through 6th)

Early Childhood Education Requirement

EDEC	4385	Growth and Development in Early Childhood
EDEC	4386	Basic Skills in Early Childhood Education: Foundations for Formal Learning
EDEC	4387	Language, Creativity, and Self Expression in Early Childhood
EDEC	4388	Play Theory and Development
EDEC	4389	The Environment and Early Childhood Methodology Element
EDEC	4395	Seminar and Practicum in Early Childhood Education

Endorsement (See Endorsement Section)

Generic Special Education Delivery System

Generic Special Education: 18 Hours (Pre K through 12th)

Generic Special Education Requirement

Students must complete each block of courses before enrolling in the next block.

Block 1

SPED	3370	Introduction to Exceptional Children
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Block 2		
SPED	4301	Language Development and Communication Disorders
SPED	4302	Cognitive Development Associated with Exceptionalities
Block 3		
SPED	4375	Testing and Assessment of Exceptional Individuals
SPED	4385	Classroom Approaches and Modifications for Students with Special Needs
Block 4		
SPED	4395	Practicum in Generic Special Education

Teacher Certification Secondary Option II Minor

Generic Special Education 27 hours

Students must complete each block of courses before enrolling in the next block

Block 1		
SPED	3370	Introduction to Exceptional Children
Block 2		
SPED	4301	Language Development and Communication Disorders
SPED	4302	Cognitive Development Associated with Exceptionalities
SPED	4372	Special Education in Inclusive Settings
KINE	4351	The Adapted Kinesiology Program
Block 3		
SPED	4307	Field Experience in Generic Special Education
SPED	4375	Testing and Assessing of Exceptional Individuals
SPED	4385	Classroom Approaches and Modifications for Students with Special Needs
Block 4		
SPED	4395	Practicum in Generic Special Education

Blocks designate sequence of courses for student to complete

Child Care and Development Program

The Child Care and Development program is designed to provide instruction and field experiences necessary for successful care and guidance of young children from birth to five years of age. Emphasis is on the importance and need for early childhood education and quality care of children. Field work can be completed at the student's place of employment (child care facility) or at the Raul J. Guerra Early Childhood Center.

Program Competencies

Upon completion of the program, the graduate will:

1. apply child care development theories and principles in providing appropriate developmental care and guidance,
2. demonstrate a clear understanding of quality child care and development,
3. communicate effectively with children, their families and child care providers,
4. collaborate with other child development professionals in a structured child care setting,
5. assume responsibility, adhering to legal and ethical standards, as well as achieving professional and personal growth.

Program of Study

Certificate of Proficiency - Child Care and Development

Child Care and Development Courses	36 Hours
General Education	3 Hours
Total Number of Hours Required	39 Hours

Program of Study Requirements

First Semester

CDEC	1318	Nutrition, Health, and Safety
CDEC	1319	Child Guidance
CDEC	1354	Child Growth & Development
CDEC	1359	Children with Special Needs

Second Semester

CDEC	1313	Curriculum Resources for Early Childhood Programs
CDEC	1396	Special Topics in Administration of Programs for Children

CDEC	1367	Practicum in Child Development
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CDEC	2321	The Infant and Toddler
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PSYC	2308	Child Psychology
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First Summer Session

CDEC	1357	Math & Science for Early Childhood
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CDEC	2326	Administration of Programs for Children I
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Second Summer Semester

CDEC	1358	Creative Arts for Early Childhood
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CDEC	2328	Administration of Program for Children II
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Program of Study

Associate in Applied Science - Child Care and Development

Child Care and Development	47 Hours
General Education	18 Hours
Total Number of Hours Required	65 Hours

Program of Study Requirements

Freshman Year

First Semester

CDEC	1318	Nutrition, Health and Safety
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CDEC	1319	Child Guidance
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CDEC	1354	Child Growth & Development
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CDEC	1356	Emergent Literacy for Early Childhood
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TCIS	1311	Computer Systems Fundamentals
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Second Semester

CDEC	1313	Curriculum Resources for Early Childhood Programs
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CDEC	1367	Practicum in Child Development
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CDEC	2321	The Infant and Toddler
------	------	------------------------

PSYC	2308	Child Psychology
------	------	------------------

First Summer Session

CDEC	1357	Math & Science for Early Childhood
------	------	------------------------------------

CDEC	2326	Administration of Program for Children I
------	------	--

Second Summer Session

CDEC	1358	Creative Arts for Early Childhood
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CDEC	2328	Administration of Program for Children II
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Sophomore Year

First Semester

CDEC	1359	Children with Special Needs
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CDEC	2587	Internship-Early Childhood Provider/Assistance
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SPCH	1315	Fundamentals of Speech
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GOVT	2301	American Government I
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Second Semester

CDEC	1396	Special Topics in Administration of Programs for Children
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CDEC	2341	The School Age Child
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ENGL	1301	Composition I
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MATH	1314	College Algebra
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Those who desire to transfer to a senior institution should see academic advisor to ensure transfer of credit.

Endorsements

The School of Education also offers endorsements in Bilingual Education, Early Childhood Education and English as a Second Language. A teaching certificate is required for enrollment in these programs. Students interested should contact the School Specialties Department for information and advisement. (Students may substitute graduate courses for endorsement course requirements - see advisor).

Bilingual Education

12 semester credit hours

BILC	3316	First and Second Language Acquisition
BILC	3317	Bilingual Curriculum in Content Areas or
EDCI	6327	ESL Techniques in the Content Area
BILC	4320	English as a Second Language or
EDCI	6324	Second Language Teaching: Theory & Methodology
BILC	4325	Teaching Reading in the Bilingual Classroom or
EDCI	6328	Problems in Teaching English as a Second Language

Certification Requirements: The bilingual endorsement requires, in addition to coursework, one year of teaching experience in a T.E.A. accredited bilingual program and passing score on the Texas Oral Proficiency Test (TOPT) in Spanish.

Early Childhood Education

15 semester credit hours

BILC	3305	Foundations of Multicultural Education or
EDCI	6388	Socio-Cultural Foundations of Education
EDEC	4385	Growth and Development in Young Children
EDEC	4387	Language, Creativity and Self-Expression in Early Childhood
EDEC	4389	The Environment and Early Childhood
EDEC	4395	Seminar and Practicum in Early Childhood Education

Certification requirements: One year successful teaching experience in a pre-kindergarten or kindergarten classroom in an accredited school is required for the Early Childhood Endorsement. The Early Childhood Education endorsement may be added to valid elementary, special education, or vocational home economics certificates.

English as a Second Language

12 semester credit hours

BILC	3305	Foundations of Multicultural Education or
EDCI	6388	Socio-Cultural Foundations of Education
BILC	4320	English as a Second Language or
EDCI	6324	Second Language Teaching: Theory & Methodology
BILC	3316	First and Second Language Acquisition
ENGL	3319	Introduction to Descriptive Linguistics

Certification Requirement: Evidence of a successful student teaching experience in an approved English as a Second Language program or one year successful classroom experience on a permit in an approved ESL/Bilingual education program, as documented by the employing superintendent or personnel official is required for this endorsement.

School of Health Sciences

Marilyn Dyer, Dean
SETB 2.342 • (956) 574-6677



Certificates & Degrees Offered

Allied Health Department

Emergency Medical Technology
EMT Intermediate Certificate
EMT Paramedic Certificate
Associate in Applied Science – Emergency Medical Technology
Medical Laboratory Technology
Associate in Applied Science – Medical Laboratory Technology
Radiologic Technology
Associate in Applied Science – Radiologic Technology
Respiratory Therapy
Associate in Applied Science – Respiratory Therapy

Nursing Department

Certification of Proficiency – Vocational Nursing
Associate in Applied Science – Associate Degree Nursing
Bachelor of Science in Nursing – Degree Completion Program for Registered Nurses
Master of Science in Nursing – Cooperative Degree Program with The University of Texas Health Science Center in San Antonio

Allied Health Department

The following statement applies to the following programs:

- Emergency Medical Technology
- Medical Laboratory Technology
- Radiologic Technology
- Respiratory Therapy (Certificate and Associate in Applied Science (A.A.S.))

Students admitted to an Allied Health program must make continuous satisfactory progress toward completion of their degree plans. Continuous satisfactory progress means a minimum grade of "C" must be obtained in

Purpose and Objective

The School of Health Sciences is committed:

- to educate health care personnel in specific areas of need and in sufficient numbers to contribute significantly to the improvement of health care in the Rio Grande Valley and surrounding areas,
- to demand the mastery of identified entry level competencies in the respective health careers and the pursuit of academic excellence, and
- to promote career mobility and educational advancement for the students in health sciences.

To carry out the stated purpose, the School plans:

- to develop policies and curriculum that encourage an interdisciplinary approach to health care and lateral articulation in the health sciences,
- to provide state-of-the-art laboratory and classroom facilities and resources to develop skills and competencies,
- to offer students a wide variety of programs in health care sciences,
- to encourage extracurricular activities that provide service to the community and are conducive to the development of social responsibility, and
- to coordinate the continuing professional education offered through the Division of Continuing Education and through community resources.

each course required in the degree plan. A student who leaves the program prior to completion must apply for readmission. A student readmitted must follow the degree plan in effect on the date of readmission. Because of rapidly changing technology in health care, technical courses in Allied Health programs will not count toward graduation requirements if they are more than three years old.

Emergency Medical Technology

This program prepares Emergency Medical Technicians with formal instruction and clinical practice in the job competencies delineated for EMTs by the Texas Department of Health, United States Department of Transportation.

This ladder program has exit points as follows:

- The Emergency Medical Technician-Basic program which consists of basic skills and competencies.
- The Emergency Medical Technician-Intermediate program which consists of all of the basic skills competencies plus the Intermediate skills competencies.
- The Emergency Medical Technician-Paramedic program which consists of the Basic, Intermediate and Paramedic skills competencies.

All of these skills and competencies will be formally instructed by theory, laboratory and clinical experience.

Program Competencies

- Recognizing factors that affect the roles and responsibilities of the Emergency Medical Technician
- Describe the EMS Systems to include the Medical control responsibility, ambulance standards and protocols
- Identify the significance of medical/legal considerations
- Recognize the importance of the ever-changing EMS communication system with emphasis on the 911 system
- Describe the contrast between anatomy and medical technology

- Identify the importance of general and critical patient assessment with emphasis on the pathophysiology of shock
- Recognize factors that involve airway management
- Able to differentiate and implement invasive pharmacological agents appropriate to every emergency situation
- Provide rescue with emphasis on traumatic vehicular disentanglement
- Recognize and treat various types and degrees of burns
- Recognize the types of cardiovascular emergencies to include the recognition of Electrocardiograms
- Identify the various complex anatomical systems which make it possible for the body to remain in harmonious function
- Identify and treat environmental and infectious emergencies
- Identify and treat pediatric and geriatric emergencies
- Recognize and treat obstetrical labor and delivery emergencies
- Provide treatment for behavioral emergencies to include the transport process

Program of Study

Associate in Applied Science

(A.A.S.) - Emergency Medical Technology

Freshman Year			Credit Hours
Fall Semester			
TEMT	1705	EMT - Basic	7
TEMT	1190	Clinical Practicum	1
TEMT	1191	Ambulance Rotation	1
BIOL	2301	Anatomy & Physiology I, and	3
BIOL	2101	Anatomy & Physiology Laboratory I	1
Total			13 Hours
Spring Semester			
TEMT	1715	EMT - Intermediate	7
BIOL	2302	Anatomy and Physiology II, and	3
BIOL	2102	Anatomy and Physiology Laboratory II	1
PSYC	2301	Introduction to Psychology	3
MATH	1313	College Mathematics	3
Total			17 Hours
First Summer Session			
TEMT	1293	Intermediate - Clinical & ALS Practicum	2
Total			2 Hours
Total Number of Hours Required - Exit Point			32 Hours
Exit Point: Emergency Medical Technician/Intermediate,			768 hours,
			32 credits
Sophomore Year			
Fall Semester			
TEMT	2505	EMT - Paramedic I	5
TEMT	2301	EMS and the Law	3
ENGL	1301	Composition I	3
SPCH	1315	Fundamentals of Speech	3
Elective			3
Total			17 Hours
Second Semester			
TEMT	2515	EMT - Paramedic II	5
TEMT	2205	Triage and Management	2
TEMT	2215	Pharmacology	2
Elective			3
Total			12 Hours
First Summer Session			
TEMT	2525	EMT - Paramedic III	5
TEMT	2290	Paramedic Clinical Practicum I	2
TEMT	2190	Paramedic Mobile ICU Rotation I	1
Total			8 Hours
Second Summer Session			
TEMT	2192	Paramedic Clinical Practicum II	1
TEMT	2194	Paramedic Mobile ICU Rotation II	1

Total	2 Hours
Total Number of Hours Required	71 Hours
Exit Point: Emergency Medical Technician/Paramedic	1,968 hours,
	71 credits
Credit Hour Summary	
Emergency Medical Technology	45 Hours
General Education	20 Hours
Electives	6 Hours
Total Number of Hours Required	71 Hours

Medical Laboratory Technology

Program accredited by National Accrediting Agency for Clinical Laboratory Sciences Associate in Applied Science Degree

The two-year program prepares medical laboratory technicians by formal instruction and clinical learning experiences that teach and offer students the opportunity to acquire the knowledge and skills necessary to perform clinical laboratory procedures. Upon satisfactory completion of the program, the student is eligible to receive an Associate Degree in Applied Science and is eligible to sit for the MLT (ASCP) or CLT (NCA) national certification examinations.

Admission Requirement and Procedures: Applicants must complete several admission procedures before registration, including completing an application form, providing school records, and taking achievement tests. Interested students should contact the Program Director to request application information.

Program Competencies

After completing the program, students will have been given the opportunity to acquire the necessary skills for:

- collecting and processing biological specimens for analysis.
- performing analytical tests on body fluids, cells, and products.
- recognizing factors that affect procedures and results, and taking appropriate actions within predetermined limits when corrections are indicated.
- monitoring quality control within predetermined limits.
- performing preventive and corrective maintenance of equipment and instruments or referring to appropriate sources for repairs.
- demonstrating professional conduct and interpersonal communication skills with patients, laboratory personnel, other health care professionals, and the public.
- recognizing responsibilities of other laboratory and health care personnel and interacting with them with respect for their jobs and patient care.
- applying basic scientific principles to learn new techniques and procedures.
- relating laboratory findings to common disease processes.
- recognizing and acting upon the needs for continuing education to maintain and increase professional competence.

Program of Study

Associate in Applied Science

(A.A.S.) - Medical Laboratory Technology

Freshman Year			Credit Hours
First Semester			
MATH	1313	College Math, or	
MATH	1314	College Algebra	3
BIOL	2301	Anatomy and Physiology I, and	3

BIOL	2101	Anatomy and Physiology Laboratory I	3
TMLT	1405	Introduction to Clinical Lab	1
TMLT	1190	Practicum I - Phlebotomy	1
CHEM	1305	Introduction to Chemistry I, and	3
CHEM	1105	Introduction to Chemistry Laboratory, or	3
CHEM	1311	General Chemistry I, and	3
CHEM	1111	General Chemistry Laboratory I	3
Total			16 Hours
Second Semester			Credit Hours
BIOL	2302	Anatomy and Physiology II, and	3
BIOL	2102	Anatomy and Physiology Laboratory II	1
TMLT	1305	Immunology	3
TMLT	1515	Clinical Microbiology	3
TMLT	1315	Parasitology, Mycology/Mycobacteriology	3
Total			16 Hours
First Summer Session			Credit Hours
TMLT	1605	Hematology	6
Total			6 Hours
Second Summer Session			Credit Hours
TMLT	1196	Clinical Practicum II	4
Total			4 Hours
Elective			Credit Hours
Total			4 Hours
Sophomore Year			Credit Hours
First Semester			Credit Hours
ENGL	1301	Composition I	3
TMLT	2805	Clinical Chemistry	3
TMLT	2505	Immunohematology	3
TMLT	2190	Clinical Practicum III	3
Total			12 Hours
Second Semester			Credit Hours
TMLT	2110	Seminar	1
TMLT	2193	Clinical Practicum IV	1
TMLT	2196	Clinical Practicum V	1
SPCH	1318	Interpersonal Communication Social/Behavioral Science Course Computer Course	3 3 3
Total			12 Hours
Total Number of Hours Required			71 Hours
Credit Hour Summary			
Medical Lab Tech.			40 Hours
General Education			27 Hours
Elective			4 Hours
Total			71 Hours

Electives may be any non-developmental course. Choose from PSYC 2302, 2301, 2314, 2319, SOCI 1301. Choose from TCIS 1404, TCIS 1311 or COSC 1310. Students who plan eventually to complete a baccalaureate degree should take two semesters of general Chemistry (CHEM 1311, CHEM 1111, CHEM 1312 and CHEM 1112) along with MATH 1314. These courses are likely to transfer to a four-year program.

Radiologic Technology

Associate in Applied Science Degree
 Accredited by The Joint Review Committee on Education in Radiologic Technology.
 Approved by American Registry of Radiologic Technologists

This program offers students the opportunity to prepare to be competent, professional radiologic technologists. The curriculum combines technical and academic courses to teach students to understand the technical skills as well as administrative duties in the Department of Radiology.

After completing this program, the student receives an Associate in Applied Science Degree in Radiologic Technology and is then eligible to take the registry examination for certification as a registered Radiologic Technologist required by the American Registry of Radiologic Technologists. A grade of "C" or better is required for each course in this degree plan.

Admission Requirement and Procedures: Applicants must complete several admission procedures before registration including completing an application form, providing school records, and taking an Assessment test. Interested students should contact the Program Director to request application information and advice on possible courses to take before entering the Radiologic Technology Program.

Program Objectives

This program gives students the opportunity to acquire the skills necessary to:

- apply knowledge of anatomy, physiology, positioning and radiographic techniques to accurately show anatomical structures on a radiograph or other imaging receptor,
- determine exposure factors to achieve the best radiographic techniques with the least radiation exposure to the patient,
- evaluate radiographic images for positioning and image quality,
- provide patient care and comfort,
- evaluate the performance of radiologic systems and know the safe limits of equipment operation, and
- exercise judgment and discretion in performing medical imaging procedures.

Program of Study

Associate in Applied Science

(A.A.S.) - Radiologic Technology

Prerequisite Courses		Credit Hours
BIOL	2301 Anatomy and Physiology I, and	3
BIOL	2101 Anatomy and Physiology Laboratory I	1
BIOL	2302 Anatomy and Physiology II, and	3
BIOL	2102 Anatomy and Physiology Laboratory II	1
Total		8 Hours

Freshman Year		Credit Hours
Spring Semester		Credit Hours
TRAD	1405 Basic Radiographic Practices	4
TRAD	1310 Intro. to Radiologic Technology	3
ENGL	1301 Composition I	3
Total		10 Hours

First Summer Session		Credit Hours
TRAD	1190 Clinical Applications	1
MATH	1314 College Algebra	3
Total		4 Hours

Second Summer Session		Credit Hours
TRAD	1193 Clinical Applications	1
Total		1 Hour

Fall Semester		Credit Hours
TRAD	1415 Radiologic Techniques	4
TRAD	1425 X-Ray Physics	4
TRAD	1320 Rad. Film Evaluation & Pathology	3
TRAD	1290 Clinical Applications	2
Total		13 Hours

Sophomore Year		Credit Hours
Spring Semester		Credit Hours
TRAD	2310 Advanced Radiologic Procedures	3
TRAD	2320 Radiation Protection	3
TRAD	2290 Clinical Applications	2
Elective		3
COSC	1305 - Computer Fundamentals or	

COSC 1310	Computer Literacy	3
Total		14 Hours
First Summer Session		
TRAD 2190	Clinical Applications	1
SPCH 1315	Fundamentals of Speech or	
SPCH 1318	Interpersonal Communication	3
Total		4 Hours
Second Summer Session		
TRAD 2193	Clinical Applications	1
Total		1 Hour
Fall Semester		
TRAD 2293	Clinical Applications	2
TRAD 2210	Radiologic Technology I	2
TRAD 2220	Radiologic Technology II	2
PSYC 2301	Introduction to Psychology	3
Elective		3
Total		12 Hours
Total Number of Hours Required		
		67 Hours
Credit Hour Summary		
Radiologic Technology		38 Hours
General Education		23 Hours
*Electives		6 Hours
Total		67 Hours

*Electives may be any non-developmental courses.

Respiratory Therapy

Accredited by Committee on Accreditation for Respiratory Care
Associate in Applied Science Degree

The program leading to an Associate in Applied Science Degree in respiratory therapy offers students the opportunity to prepare for entry-level respiratory care practice.

Graduates are eligible to write the national certification examination and to apply for Certification as Respiratory Care Practitioners with the Texas Department of Health. Graduates are also eligible to write the examinations leading to the Registered Respiratory Therapist credential through the National Board for Respiratory Care.

Program Objectives

This program gives students the opportunity to acquire the skills necessary to:

- review existing data, collect additional clinical data and recommend obtaining additional pertinent data, evaluate all data to determine the appropriateness of the prescribed respiratory care, and participate in developing the respiratory care plan,
- select, assemble and check all equipment used in providing respiratory care,
- initiate, conduct and modify prescribed therapeutic procedures to achieve one or more specific objectives, maintain patient records, and communicate relevant information to members of the health care team, and
- assume responsibility for their own professional practice by adhering to legal and ethical standards, and be responsible for their professional growth.

Program of Study

Associate in Applied Science
(A.A.S.) - Respiratory Therapy

Prerequisite Courses	Credit Hours
BIOL 2301 Anatomy and Physiology I, and	3
BIOL 2101 Anatomy and Physiology Laboratory I	1
BIOL 2302 Anatomy and Physiology II, and	3

BIOL 2102	Anatomy and Physiology Laboratory II	1
Certification in CPR-Mod. C is required prior to enrolling in clinical practice.		
Freshman Year		
First Semester		
TRES 1190	Introduction to Patient Care	1
TRES 1505	Equipment and Procedures	5
MATH 1313	College Math	3
CHEM 1305	Introduction to Chemistry I	3
CHEM 1105	Introduction to Chemistry I Lab	1
or		
BIOL 2321 & 2121	Microbiology	1
ENGL 1301	Composition I	3
Total		16 Hours
Second Semester		
TRES 1515	Equipment and Procedures II	5
TRES 1290	Clinical Practicum I	2
TRES 1210	Patient Assessment	2
PHYS 1410	Applied Physics	4
Total		13 Hours
First Summer Session		
TRES 1220	Pathophysiology I	2
TRES 1293	Clinical Practicum II	2
Total		4 Hours
Second Summer Session		
TRES 1120	Pathophysiology II	1
TRES 1310	Applied Science for Respiratory Care	3
TRES 1110	Respiratory Care Seminar	1
Total		5 Hours
Sophomore Year		
First Semester		
TRES 2305	Diagnostic Procedures	3
TRES 2315	Pediatrics and Neonatology	3
TRES 2110	Advanced Level Pharmacology	1
TRES 2290	Advanced Level Practicum I	2
SPCH	Speech Elective	3
Total		12 Hours
Second Semester		
TRES 2610	Advanced Level Procedures	6
TRES 2293	Advanced Level Practicum II	2
PSYC 2301	Introduction to Psychology, or	
SOCI 1301	Introduction to Sociology	3
	Computer Elective	3
Total		14 Hours
Total Number of Hours Required for Therapist		
		72 Hours
Credit Hour Summary		
RTT		41 Hours
General Education		31 Hours
Total		72 Hours

Nursing Department

Certificate of Completion - Vocational Nursing,
Associate in Applied Science Degree - Associate Degree Nursing,
Bachelor of Science Degree Completion Program for Registered Nurses

Three programs are offered by the Nursing Department, a one-year program leading to a Certificate of Completion in Vocational Nursing, a two-year program leading to an A.A.S. in Nursing, and a BSN degree completion program for Registered Nurses.

Graduates are eligible to write their respective examinations for licensure as Registered Nurses (R.N.) or as Licensed Vocational Nurses (LVN).

The Vocational Nursing Program is approved by the Board of Vocational Nurse Examiners.

The Associate Degree Nursing Program has full accreditation by the Board of Nurse Examiners for the State of Texas and full accreditation by the National League for Nursing Accrediting Commission. The program is an Agency Member of the National League for Nursing Council of Associate Degree Nursing Programs.

The BSN Degree Completion Program has full accreditation by the Board of Nurse Examiners for the State of Texas and initial accreditation by the National League for Nursing Accrediting Commission.

The National League for Nursing Accrediting Commission (NLNAC) is the entity within the National League for Nursing that is responsible for the accreditation of nursing education school and programs.

National League for Nursing Accrediting Commission
61 Broadway
New York, New York 10006
Telephone (800) 669-1656 Extension 153 or (212) 363-5555 Ext. 153
Fax (212) 812-0390
Website #8 www.nlnac.org

Vocational Nursing

Approved by the Texas State Board of Vocational Nurse Examiners

After completing the Vocational Nursing Program, students will receive a Certificate of Proficiency and qualify to take the State Board Examination. The License in Vocational Nursing is issued by the Board of Vocational Nurse Examiners.

Students who want to enter the Vocational Nursing Program should contact the Program Director.

Applicants must satisfy all pre-entrance requirements to be eligible for the program. Details about pre-entrance requirements are available from the Vocational Nursing Office in Rustenberg #167.

Students must pass every course they take in the program with at least a C, a score of 75 in the vocational nursing program.

The Vocational Nursing Department has two programs starting twice a year – one in August and one in January.

Upon acceptance into the program the applicant is responsible for obtaining CPR certification. Students must also obtain a Hepatitis B Vaccine as part of their physical examination prior to the first nursing class. Students must also carry their own health insurance.

Program Objectives

This program gives students the opportunity to acquire the skills necessary to:

- communicate effectively with clients, family members and associates,
- apply scientific principles as a participant in assessing, planning, implementing, and evaluating nursing care,
- employ fundamental principles of nursing in administering medications and in performing preventive, therapeutic, supportive, and rehabilitative treatments,
- administer treatments and medications safely,
- recognize common health deviations and diseases of all age groups;
- meet special needs associated with the stages of the life cycle (i.e. prenatal, labor and delivery, postpartum, newborn, child, and aging adult),
- regulate client's environment and understand the interrelatedness of psychosocial and physical responses,
- recognize common emotional disorders; observe, report, and document client responses,
- function effectively as a member of the health care team,
- know major health problems and the organizations involved in their prevention and control,
- use knowledge of nursing in a variety of job settings, and
- be responsible for personal and professional growth.

Bachelor and Master Degree Completion Programs

Program of Study

Certificate of Proficiency – Vocational Nursing

August to August Program

Level I			Credit Hours
Semester I			
TVNU	1201	Sciences for VN	2
TVNU	1302	Fundamentals of Nursing	3
TVNU	1403	Anatomy and Physiology	4
TVNU	1204	Nursing Skills Theory	2
TVNU	1365	Clinical I	3
TVNU	1266	Nursing Skills Theory Lab	2
TVNU	1207	Geriatrics	2
Totals			18 Hours

Level II			Credit Hours
Semester II			
TVNU	1308	Maternal and Newborn	3
TVNU	1269	Clinical II	2
TVNU	1310	Pediatrics	3
TVNU	1261	Clinical III	2
TVNU	1212	Pharmacology I	2
TVNU	1213	Pharmacology II	2
TVNU	1513	Medical/Surgical	5
TVNU	1364	Clinical IV	3
Total			22 Hours

Level III			Credit Hours
Semester III			
TVNU	1315	Advanced Medical/Surgical I	3
TVNU	1366	Clinical V	3
Total			6 Hours

Level III			Credit Hours
Semester IV			
TVNU	1317	Advanced Medical/Surgical II	3
TVNU	1368	Clinical VI	3
Total			6 Hours

Total Number of Hours Required – Vocational Nursing	52 Hours
Total Theory Curriculum Hours	708
Total Clinical	816
Total Curriculum	1524
Credit Hour Summary	
Vocational Nursing	52 Hours

January to December Program

Level I (Spring)			Credit Hours
Semester I			
TVNU	1201	Sciences for VN	2
TVNU	1302	Fundamentals of Nursing	3
TVNU	1403	Anatomy and Physiology	4
TVNU	1204	Nursing Skills Theory	2
TVNU	1365	Clinical I	3
TVNU	1266	Nursing Skills Theory Lab	2
TVNU	1207	Geriatrics	2
Totals			18 Hours

Level II (SS1)			Credit Hours
Semester II			
TVNU	1308	Maternal and Newborn	3
TVNU	1269	Clinical II	2
TVNU	1212	Pharmacology I	2
Total			7 Hours

Level II (SSII)			Credit Hours
Semester III			
TVNU	1310	Pediatrics	3
TVNU	1261	Clinical III	2

TNVU	1213	Pharmacology II	2
Total			7 Hours
Level III (Fall)			
Semester IV			
			Credit Hours
TVNU	1513	Medical Surgical Nursing	5
TVNU	1364	Clinical IV	3
TVNU	1315	Advanced Medical/Surgical I	3
TVNU	1366	Clinical V	3
TVNU	1317	Advanced Medical/Surgical II	3
TVNU	1368	Clinical VI	3
Total			20 Hours
Total Number of Hours Required			52 Hours
Total Theory Curriculum Hours			708
Total Clinical			816
Total Curriculum			1524
Credit Hour Summary			
Vocational Nursing			52 Hours

Associate Degree Nursing

In accordance with the statement of purpose and the philosophy of the Associate Degree Nursing program, the two-year curriculum aims to provide students with the background to be responsible beginning practitioners of nursing who can give direct nursing care to clients in a variety of health care settings. Students who want to enter the Associate Degree Nursing (A.D.N.) program should contact the Director for details at least six months before the anticipated date of entry. In order to be accepted into the program, applicants must satisfy the specific requirements for admission. Satisfactory completion (75% or higher) of a capstone examination administered during the last semester of the program is required prior to completion of the program to be eligible for graduation from the Associate Degree Nursing Program. Upon graduation from the ADN Program, the graduate is eligible to take the National Council Licensure Examination (NCLEX-RN) to obtain licensure as a registered nurse.

The program may be completed within two years. A minimum grade of "C," which is a score of 75 in the A.D.N. program (as prescribed by the A.D.N. Student Guidelines), must be obtained in each course required in the degree plan for an Associate Degree in Nursing. To receive a satisfactory grade in any nursing course, students must show this ability to apply nursing theory to clinical performance.

Prerequisites: ACT Exam (less than 5 years old with required scores of 18 on the Reading, English and Composite sections.)

Upon acceptance into the program the applicant is responsible for obtaining CPR certification. Students must also obtain Hepatitis B Vaccine as part of their physical examination prior to the first nursing class. Students must also carry their own health insurance.

Associate Degree Nursing Program

Educational Objective

Upon completion of the program the graduate will have been given the opportunity to:

1. Utilize the nursing process to provide individualized nursing care by assisting multiple clients and their families to meet their basic human needs for the promotion, maintenance and/or restoration of health at any point along the wellness-illness continuum utilizing clinical data and current literature as a basis for decision making in nursing practice.
2. Coordinate the care for multiple clients and their families in a variety of settings either through direct care or assignment and/or delegation of care to other members of the health care team.
3. Coordinate all available human and Material resources including appropriate referrals of clients and their families for the provision of quality nursing care.
4. Provide quality nursing care through collaboration with clients, their families, and other health care professionals.
5. Apply the principles of leadership and management within the

organizational framework of various health care settings.

6. Assume accountability and responsibility for the quality of nursing care provided to multiple clients and their families in the bicultural setting of the Lower Rio Grande Valley.
7. Function as an advocate in the provision of quality health care.
8. Participate in activities that enhance personal and professional growth and contribute to the advancement of nursing practice. multiple - small groups 5 to 8

Admission Requirements

Students who want to enroll in the A.D.N. program must submit the following to the A.D.N. Director:

1. Application to the Nursing Department
2. High school transcript or G.E.D. score.
3. ACT test scores (less than five years old) - a score of 18 on the Composite Reading and English sections is required.
4. All college transcripts.
5. Three letters of recommendation.

A college G.P.A. of 2.5 or high school average of 85 is recommended.

Complete application packets must be received by March 1 of each year to be considered by the Admissions Committee for the incoming class. Applicants meeting the above criteria will be interviewed by faculty.

Program of Study

Associate in Applied Science

(A.A.S.) - Associate Degree Nursing

(Chemistry prerequisite)

Freshman Year

First Summer Session

			Credit Hours
BIOL	2301	Anatomy and Physiology I, and	3
BIOL	2101	Anatomy and Physiology Laboratory I	1
MATH	1313	College Mathematics	3
Total			7 Hours

Second Summer Session

			Credit Hours
BIOL	2302	Anatomy and Physiology II, and	3
BIOL	2102	Anatomy and Physiology Laboratory II	1
TNSG	1201	Orientation to Nursing	2
Total			6 Hours

Fall Semester

			Credit Hours
TNSG	1203	Basic Medication Administration	2
TNSG	1405	Fundamentals of Nursing	4
BIOL	2321	Microbiology, and	3
BIOL	2121	Microbiology Laboratory	1
PSYC	2314	Human Growth and Development	3
Total			13 Hours

Spring Semester

			Credit Hours
TNSG	1407	Client w/ Minor Alterations in Hom. I	4
TNSG	1409	Client w/ Minor Alterations in Hom. II	4
PSYC	2301	Introduction to Psychology	3
ENGL	1301	Composition I	3
Total			14 Hours

Sophomore Year

First or Second Summer Session

			Credit Hours
TNSG	2413	Family in Psychosocial Crisis or	4
TNSG	2415	The Childbearing Family	4
Total			4 Hours

Fall Semester

			Credit Hours
TNSG	2413	Family in Psychosocial Crisis or	4
TNSG	2415	The Childbearing Family	4
TNSG	2417	The Childrearing Family	4
Elective			3
Elective			3
Total			14 Hours

Spring Semester

Credit Hours

SPCH	1318	Interpersonal Communication	3
TNSG	2519	Client/Family w. Major Alterations I (1:4)	5
TNSG	2521	Client/Family w. Major Alterations II (1:4)	5
TNSG	2123	Contemporary Issues and Trends	1

Total 14 Hours

Total Number of Hours Required 72 Hours

Credit Hour Summary

Nursing 39 Hours

General Education 27 Hours

Electives 6 Hours

Total 72 Hours

Electives may be any non-developmental non-technical, minimum 3 hour courses.

All science courses more than 10 years old at time of acceptance into the program must be repeated.

Program of Study

Associate in Applied Science

(A.A.S.) – Associate Degree Nursing

[Proposed Curriculum Outline]

Credit Hours
Nursing 40

General Education 30

Total Number of Hours Required 70

Freshman Year

First Summer Term

BIOL 2301 Anatomy and Physiology I 3

BIOL 2101 Anatomy and Physiology Lab I 1

MATH 1313 College Math 3

Second Summer Term

BIOL 2302 Anatomy and Physiology II 3

BIOL 2102 Anatomy and Physiology Lab II 1

PSYC 2301 Introduction to Psychology 3

Fall Semester

RNSG 1301 Pharmacology 3

RNSG 1205 Nursing Skills 2

RNSG 1215 Health Assessment 2

RNSG 1423 Introduction to Professional Nursing 4

RNSG 1260 Clinical: Nursing RN: Introduction To Professional Nursing 2

PSYC 2314 Human Growth and Development 3

Spring Semester

RNSG 2301 Community-Based Nursing 3

RNSG 2414 Care of the Client with Common Health Care Needs 4

RNSG 2260 Clinical: Nursing RN: Care of the Client with Common Health Care Needs 2

PRNR 1251 Care of the Childbearing Family 2

RNSG 2161 Clinical Nursing RN: Care of the Childbearing Family 1

Sophomore Year

First Summer Session

BIOL 2321 Microbiology 3

BIOL 2121 Microbiology Lab 1

Elective (Art, Music, Philosophy) 3

Fall Semester

SPCH 1318 Interpersonal Communications 3

ENGL 1301 Composition I 3

PRNR 2201 Care of Children and Families 2

RNSG 2162 Clinical: Nursing RN: Care of Children and Families 1

PRNR 2213 Mental Health-Nursing 2

RNSG 2163 Clinical: Nursing RN: Mental Health Nursing 1

Spring Semester			
RNSG	2404	Care of Client with Complex Health Care Needs	4
RNSG	2360	Clinical: Nursing RN: Care of the Client with Complex Health Care Needs	3
RNSG	2131	Management of Client Care	1
RNSG	2166	Practicum	1

Advanced Placement Program

This program offers Licensed Vocational Nurses advanced placement into the Associate Degree Nursing Program.

Admission Criteria

Licensed vocational nurses seeking advanced placement in the A.D.N. program must submit the following to the A.D.N. Director:

1. Application to the Nursing Department
2. High school transcript or G.E.D. score
3. A.C.T. test scores – scores of 18 on the Composite Reading and English sections of the A.C.T. is required. (If more than five years old, need to retake)
4. All college transcripts
5. Three letters of recommendation
6. Nursing Mobility Profile I – Foundation of Nursing exam will be administered upon admission

Complete application packets must be received before March 1 of each year to be considered by the Admissions Committee for the next class. Applicants meeting the above criteria will be interviewed by faculty.

A college G.P.A. of 2.5 or high school average of 85 is recommended. Special consideration will be given to students having completed a broad academic college program.

Prerequisites:

- Applicants must pass BIOL 2301, 2101, 2302, 2102, and PSYC 2314, 2301, and MATH 1313, and ENGL 1301. These courses should be taken before the transition course
- Applicants must be currently licensed in Texas as an LVN/LPN and must have been employed in the last two out of five years or have graduated a year prior to application.

LVN Students who are accepted into the program must validate their knowledge of medication math in the course RNSG 2406: Transition To Associate Degree Nursing offered during the spring semester. Students who do not pass the transition course or withdraw while failing may not repeat the course but will be eligible to apply to the basic program.

Progression

1. After successfully completing the transition course, students receive 13 semester hours credit. The transition course itself carries the value of eight semester hours.
2. Students will articulate with the A.D.N. basic program students to begin Level II nursing courses in the summer.
3. The same progression policies for the generic A.D.N. student will apply to students receiving advanced placement.

Program of Study

Associate in Applied Science

LVN Advanced Placement Program

(Leading to Associate Degree Nursing)

(Chemistry Prerequisite)

Freshman Year

First Summer Session Credit Hours

BIOL 2301 Anatomy and Physiology I, and 3

BIOL 2101 Anatomy and Physiology Laboratory I 1

MATH 1313 College Mathematics 3

Total			7 Hours
Second Summer Session			Credit Hours
BIOL 2302	Anatomy and Physiology II, and	3	
BIOL 2102	Anatomy and Physiology Laboratory II	1	
Total			4 Hours
Fall Semester			Credit Hours
BIOL 2321	Microbiology, and	3	
BIOL 2121	Microbiology Laboratory	1	
PSYC 2301	Introduction to Psychology	3	
Total			7 Hours
Spring Semester			Credit Hours
TNSG 1811	LVN Transition	8	
PSYC 2317	Human Growth & Development	3	
ENGL 1301	Composition I	3	
Total			14 Hours
Sophomore Year			
First Summer Session			Credit Hours
TNSG 2413	Family in Psychosocial Crisis or	4	
TNSG 2415	The Childbearing Family		
Total			4 Hours
Fall Semester			Credit Hours
TNSG 2413	Family in Psychosocial Crisis or	4	
TNSG 2415	The Childbearing Family		
TNSG 2417	The Childrearing Family	4	
Elective		3	
Elective		3	
Total			14 Hours
Spring Semester			Credit Hours
SPCH 1318	Interpersonal Communication	3	
TNSG 2519	Client/Fam. w/ Major Alterations I (1:4)	5	
TNSG 2521	Client/Fam. w/ Major Alterations II (1:4)	5	
TNSG 2123	Contemporary Issues and Trends	1	
Total			14 Hours
Total Number of Hours Required			64 Hours
Credit Hour Summary			
Nursing		31	Hours
General Education		27	Hours
Electives		6	Hours
Total		64	Hours

Electives must be non-developmental non-technical, 3 hour courses.

When TNSG 1811 is successfully completed at the end of the first year, the LVN will receive 16 semester hours credit for all the first year nursing courses.

High school OR college credits in Chemistry are required. Science courses more than 10 years old at time of acceptance into the program must be repeated.

Program of Study

Associate Degree Nursing - LVN Advanced Placement Program (Proposed Curriculum Outline)

Freshman Year			
Credit Hours			
First Summer Session			
BIOL 2301	Anatomy and Physiology I	3	
BIOL 2101	Anatomy and Physiology Lab I	1	
MATH 1313	College Math	3	
Total			7 Hours
Second Summer Session			Credit Hours
BIOL 2302	Anatomy and Physiology II	3	
BIOL 2102	Anatomy and Physiology Lab II	1	
PSYC 2301	Introduction to Psychology	3	
Total			7 Hours

First Semester			Credit Hours
ENGL 1301	Composition I	3	
PSYC 2314	Human Growth and Development	3	
Total			6 Hours
Second Semester			Credit Hours
RNSG 2301	Community-Based Nursing	3	
RNSG 2407	Transition to Associate Degree Nursing	4*	
RNSG 1261	Clinical: Nursing RN: Transition to Associate Degree Nursing	2*	
RNSG 1251	Care of the Childbearing Family	2	
RNSG 2161	Clinical: Nursing RN: Care of Childbearing Family	1	
Total			12 Hours
Sophomore Year			
First Summer Session			Credit Hours
BIOL 2321	Microbiology	3	
BIOL 2121	Microbiology Lab	1	
Elective - Humanities (Art, Music, Philosophy)		3	
Total			7 Hours
First Semester			Credit Hours
SPCH 1318	Interpersonal Communication	3	
PRNR 2201	Care of Children and Families	2	
RNSG 2162	Clinical: Nursing RN: Care of Children and Families	1	
PRNR 2213	Mental Health-Nursing	2	
RNSG 2163	Clinical: Nursing RN: Mental Health Nursing	1	
Total			9 Hours
Second Semester			Credit Hours
RNSG 2404	Care of the Client with Complex Health Care Needs	4	
RNSG 2360	Clinical: Nursing RN: Care of the Client With Complex Health Care Needs	3	
RNSG 2131	Management of Client Care	1	
RNSG 2166	Practicum	1	
Total			9 Hours
Total Number of Hours Required			57 Hours

*Upon satisfactory completion of RNSG 2407 and RNSG 1262, the LVN Transition student will receive 13 semester credit hours for all the Fall Semester nursing courses.

Pending Approval from the Board of Nurse Examiners for the State of Texas and the Texas Higher Education Coordinating Board.

Credit Hour Summary	
Nursing	30
General Education	27
Total	57
Credit Hour Summary	
Nursing	30
General Education	27
Total	57

Bachelor's Degree Completion Program For Registered Nurses

Bachelor of Science in Nursing

The Bachelor of Science in Nursing Degree Completion Program for Registered Nurses curriculum is designed to utilize and build upon previous education, nursing and life experiences, abilities and special interests of the registered nurse student. The purpose of the program is to enhance the development of self-directed and innovative RN students and help build in them the courage, desire, and dedication to use knowledge for their own well-being and for the general welfare of society. The program will also prepare graduates for entry into graduate nursing education.

The program offers full-time status that is to be completed in 1 1/2 years and part-time status that is to be completed in 2 1/2 years. The first four

nursing courses are offered by written and clinical examination only. The courses are tested by the National League for Nursing Mobility Profile II Examinations. Graduates from a National League for Nursing accredited diploma or associate degree program who meet the criteria of the Texas Nursing Articulation Model will receive 23 semester credit hours Advanced Placement upon successful completion of eight hours of nursing credits.

The BSN Degree Completion Program has full accreditation by the Board of Nurse Examiners for the State of Texas and initial accreditation by the National League for Nursing Accrediting Commission. The BSN Degree Completion Program is a member of the National League for Nursing Council of Baccalaureate and Higher Degree Programs in Nursing. The National League for Nursing Accrediting Commission is the entity within the National League for Nursing that is responsible for the accrediting of nursing education schools and programs.

National League for Nursing Accrediting Commission

61 Broadway
New York, NY 10006
(800) 669-1656 Ext.153

Educational Objectives

By the end of the program, the RN student will have been given the opportunity to:

- synthesize knowledge from the physical and behavioral sciences, as well as the humanities and fine arts, to be utilized as a source for making professional nursing practice decisions;
- utilize the research process as a basis for improving the quality of care related to beliefs, customs and health practices of various cultural groups
- promote and maintain optimum health of clients, their families, aggregates, communities and society;
- utilize the nursing process in a collaborative manner to perform therapeutic nursing interventions with clients, their families, aggregates, communities, and society in any multicultural setting within and outside the health care delivery system;
- utilize leadership and management principles in assessing, planning, providing, directing, controlling, and evaluating health care implemented by self and others;
- communicate effectively with emphasis on health promotion and teaching in the following areas: written, oral and non-verbal communication, group process and information technology;
- function effectively through self-motivation, self-direction, and self-evaluation as lifelong learners who reflect critical thinking skills;
- practice professional nursing within a framework of safe, ethical, legal, and professional nursing standards;
- accept a personal philosophy of professional nursing that incorporates professional responsibility and accountability to, and advocacy for, the consumer of nursing care.
- provide culturally competent care to individuals, families, aggregates, community and society.

Prerequisites

Students who wish to enroll in the BSN Degree Completion program must have completed the majority of the University's Core and Degree Base requirements with a grade of 'C' or higher in each course. A 2.5 GPA in pre-nursing courses and 2.0 GPA in all university courses are required. The following are required:

Course	Semester Credit Hours
Freshman English (Composition and Rhetoric)	6
Sophomore Literature	3
Modern Language (same, other than English)	6
Speech	3
College Algebra	3
Anatomy and Physiology I + II	8
American History	6

American and Texas Government	6
Kinesiology	1
Computer Literacy	3
Sociology (Any 3 Hours)	3
Psychology (Any 3 Hours)	3
Microbiology	4
Music/Art Appreciation, Art History, or Music Literature	3
Art, Music, or Philosophy	3
Statistics (Any 3 Hours - see advisor)	3
Total	64

Admission Requirements

Students who want to enroll in the BSN Degree Completion program must submit the following to the Program Director:

1. Admission to LTB/TSC
2. Application for admission to B.S.N. Degree Completion Program
3. Official transcripts must be mailed directly from all colleges and/or universities to the Office of the Registrar for evaluation (with an unofficial copy sent to the B.S.N. Program Director)
4. Current Texas Registered Nurse License
5. Current CPR Certification
6. Current immunizations

Students who meet the above criteria will be reviewed by the BSN Degree Completion Program Admission Committee for admission. While enrolled in the program, the student is required to maintain professional liability insurance through LTB/TSC (fee is included as part of course tuition).

Academic Progression

- Successful completion of nursing courses in appropriate sequence.
- Maintain a minimum grade of 'C' in all nursing courses.
- Maintain a minimum grade of 'C' in all non-nursing courses.
- Satisfactorily complete all class and clinical objectives.
- Maintain professional liability insurance (\$1 million and \$3 million aggregate).
- Provide annual documentation of required immunizations.
- Provide annual documentation of current CPR certification.
- Provide proof of current Texas registered nurse license. Students will not be permitted to continue in clinical courses if a license to practice registered nursing has expired or been suspended, canceled or revoked.
- Provide documentation of completion of general educational courses.
- Provide annual documentation verifying absence of active pulmonary disease.

Approximate Cost for Tuition and Books Per Semester

- Full-time \$1,200.00
- Part-time \$800.00

Advanced Placement Criteria

- Graduates from a National League for Nursing accredited diploma or associate degree program who meet the criteria of the Texas Nursing Articulation Model will receive 23 semester credit hours Advanced Placement upon successful completion of eight hours of nursing credits.
- Graduates from an NLN Accredited Program more than two years after graduation will not be required to take the four credit-by-examinations if they provide evidence of nursing practice experience of six months full-time or one year part-time; or provide evidence of a refresher course or equivalent.
- Graduates from a non-NLN accredited diploma or associate degree program will be tested by the National League for Nursing Mobility II Examinations. Twenty-three semester credit hours Advanced Placement will be received.

Additional Information

Nursing courses are offered only in the semester sequence as outlined in the required curriculum. Enrollment in the professional nursing program is limited by the availability of resources. In the event that the number of applicants meeting the minimum requirements exceeds the enrollment limitation, the selection of the students to be admitted will be based on an individual evaluation. Transfer courses will be considered on an individual basis.

Program of Study

Bachelor of Science in Nursing

(B.S.N.) Degree Completion Program for Registered Nurses

General Education Courses	Credit Hours
Total 48 Hours	
Communications	
Composition I	3
Composition II	3
Speech	3
Mathematics	
College Algebra	3
Natural Science	
Anatomy and Physiology I	3
Anatomy and Physiology Lab I	1
Anatomy and Physiology II	3
Anatomy and Physiology Lab II	1
Humanities	
Sophomore Literature	3
Music/Art Appreciation, Art History, or Music Literature	3
American Government	
United States to 1877	3
United States since 1877	3
Government	
Government I	3
Government II	3
Social/Behavioral Science	
PSYC 2301 or SOCI 1301	3
Kinesiology	
Activity or Wellness Class	1
Modern Language	
Modern Language I	3
Modern Language II	3
Degree Base for BSN	Total 13 Hours
Social/Behavioral Sciences	
PSYC 2301 or SOCI 1301	3
Humanities	
Art, Music, or Philosophy	3
Computer Literacy	
COSC 1310	3
Microbiology	
Microbiology	3
Microbiology Lab	1
Statistics	3
Nursing Core Requirements (Credit By Exam/Escrow)	Total 23 Hours
NURS 3701	7
NURS 3702	7
NURS 3303	3
NURS 3604	6
Nursing Class Base Core Courses	Total 36 Hours
NURS 3405	4
NURS 3606	6

NURS 3407	4
NURS 4408	4
NURS 4309	3
NURS 4610	6
NURS 4311	3
NURS 4612	6
Nursing Electives	Total 6 Hours
NURS _____	3
NURS _____	3
Total Number of Hours Required	129 Hours

Full-Time Student

Fall Semester	Credit Hours
NURS 3701 Nursing of the Client with Alterations in Homeostasis (by exam) (by escrow)	7
NURS 3702 Nursing of the Childbearing and Childrearing Families (by exam) (by escrow)	7
NURS 3303 Nursing of the Family in Psychosocial Crisis (by exam) (by escrow)	3
NURS 3604 Clinical Nursing Skills in Nursing Practice (by exam) (by escrow)	6
Total	23
Spring Semester	Credit Hours
NURS 3405 Health Assessment in Professional Nursing	4
NURS 3606 Health Promotion in Professional Nursing	6
NURS 3407 Cultural Diversity in the Workplace of the Health Professional	4
Total	14
First Summer Session	Credit Hours
NURS Nursing Elective	3
Total	3
Second Summer Session	Credit Hours
No classes scheduled	
Fall Semester	Credit Hours
NURS 4408 Family Centered Nursing	4
NURS 4309 Research in Professional Nursing	3
NURS 4610 Professional Nursing in the Community	6
Total	13
Spring Semester	Credit Hours
Nursing Elective	3
NURS 4311 Contemporary Issues in Professional Nursing	3
NURS 4612 Leadership in Professional Nursing	6
Total	12
Credit by Examination/Credit by Escrow	

Part-Time Student

Fall Semester	Credit Hours
NURS 3701 Nursing of the Client with Alterations in Homeostasis (by exam) (by escrow)	7
NURS 3702 Nursing of the Childbearing and Childrearing Families (by exam) (by escrow)	7
NURS 3303 Nursing of the Family in Psychosocial Crisis (by exam) (by escrow)	3
NURS 3604 Clinical Skills in Nursing Practice (by exam) (by escrow)	6
Total	23
Spring Semester	Credit Hours
NURS 3405 Health Assessment in Professional Nursing	4
NURS 3407 Cultural Diversity in the Workplace for the Health Professional	4
Total	8

First Summer Session		Credit Hours
NURS	Nursing Elective	3
Total		3
Second Summer Session		Credit Hours
No classes scheduled		
Fall Semester		Credit Hours
NURS	3606 Health Promotion in Professional Nursing	6
Total		6
Spring Semester		Credit Hours
NURS	4408 Family Centered Nursing	4
NURS	4309 Research in Professional Nursing	3
Total		7
First Summer Session		Credit Hours
NURS	Nursing Elective	3
Total		3
Second Summer Session		Credit Hours
No classes scheduled		
Fall Semester		Credit Hours
NURS	4610 Professional Nursing in the Community	6
Total		6
Spring Semester		Credit Hours
NURS	4311 Contemporary Issues in Professional Nursing	3
NURS	4612 Leadership in Professional Nursing	6
Total		9
Credit by Examination/Credit by Escrow		
Credit Hour Summary		
Course		Credit Hours
General Education Core Curriculum and Degree Base		64 Hours
Nursing Validation Base		23 Hours
Nursing Class Base Courses		36 Hours
Nursing Electives		6 Hours
Total		129 Hours

¹ See Academic Department for course requirements

¹ See Academic Department for course requirements

² See School Specialties Department for course requirements

¹ See Academic Department for major course requirements

¹ See Academic Department for major course requirements

¹ See Academic Department for major course requirements

¹ See Academic Department for major course requirements

³ Pending approval from the Board of Nurse Examiners for the State of Texas and the Texas Higher Education Coordinating Board.

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ACCY 100: Introduction to the field of accounting. This course covers the basic principles of accounting, including the accounting cycle, journalizing, and posting. It also introduces the student to the accounting profession and the role of accountants in business.

ACCY 101

ACCY 101: Intermediate accounting. This course builds on the foundation of ACCY 100, covering more complex accounting concepts such as depreciation, amortization, and the treatment of long-term assets and liabilities. It also introduces the student to the financial statements of a corporation.

ACCY 102

ACCY 102: Advanced accounting. This course covers advanced topics in accounting, including the accounting for partnerships, joint ventures, and the consolidation of financial statements for parent-subsidiary companies. It also introduces the student to the accounting for income taxes.

ACCY 103

ACCY 103: Specialized accounting. This course provides a detailed study of specialized areas of accounting, such as the accounting for insurance, real estate, and other unique business transactions. It also covers the accounting for the sale of receivables and the issuance of bonds.

ACCY 104: Tax accounting. This course focuses on the accounting and reporting requirements for individuals and businesses. It covers the calculation of taxable income, the determination of tax liability, and the preparation of tax returns. It also introduces the student to the accounting for payroll taxes and the impact of tax law on business decisions.

ACCY 105: Auditing. This course provides a comprehensive overview of the auditing process, from the selection of clients to the issuance of audit reports. It covers the standards of auditing, the planning and execution of an audit, and the communication of audit findings. It also introduces the student to the role of the auditor in the business community.

ACCY 106: Accounting information systems. This course explores the integration of accounting with information technology. It covers the design and implementation of accounting information systems, the use of spreadsheets and database management systems, and the impact of automation on the accounting profession.

COURSE LISTINGS

Accounting (ACCT)

ACCT 2401 Principles of Accounting I

Financial accounting as it applies to sole proprietorships, partnerships, and corporations. Financial accounting systems and accounting for equity rights. Prerequisite: TACC 1401 or prior bookkeeping/accounting courses recommended and sophomore standing. Lec 4, Cr 4

ACCT 2402 Principles of Accounting II

Fundamentals of the managerial accounting system, budgeting, financial analysis, quantitative technique, and accounting for departments and branches, price level changes and income tax as it affects decision making. Prerequisite: ACCT 2401 with grade of "C" or better. Lec 4, Cr 4

ACCT 3321 Intermediate Accounting I

The accounting process and financial statements, present value concepts, a detailed study of current assets and current liabilities, property, plant and equipment, intangible assets. Prerequisite: ACCT 2402 with grade of "C" or better. Lec 3, Cr 3

ACCT 3322 Intermediate Accounting II

The continuing study of Intermediate Accounting I, long term liabilities, long term investments, capital structure and earnings per share, pension costs, leases, statement of changes in financial position. Prerequisite: ACCT 3321 with grade of "C" or better. Lec 3, Cr 3

ACCT 3323 Income Tax Procedure

Analysis of federal tax laws, with emphasis on determining net taxable income and preparing income tax returns for individuals. Lec 3, Cr 3

ACCT 3324 Cost Accounting I

Basic cost accounting concepts and techniques, with an emphasis on providing information for management decision-making. Topics include job and process costing, cost-volume-profit analysis, budgeting, standard costs and variance analysis, direct costing, cost behavior, and relevant costs. Prerequisite: ACCT 2402 with grade of "C" or better. Lec 3, Cr 3

ACCT 3325 Governmental and Not-for-Profit Accounting

The special features of fund accounting as applied to not-for-profit entities, municipalities, school districts, and other governmental units. Prerequisite: ACCT 2401 with grade of "C" or better. Lec 3, Cr 3

ACCT 3351 Information Systems in Organizations

This course addresses issues associated with the expanding role of information systems and accounting information systems in organizations, including their development and use, strategic impact, and international implications. May be counted as either ACCT 3351 or BMIS 3351. Lec 3, Cr 3

ACCT 4320 Advanced Accounting I

Selected topics including accounting for income taxes, price level changes, foreign operations, estates and trusts, corporate reorganizations and liquidations and nonprofit organizations. Prerequisite: ACCT 3322 with grade of "C" or better. Lec 3, Cr 3

ACCT 4321 Advanced Accounting II

Theory and techniques of consolidated financial statements. Accounting for partnerships and branches and branch operations. Prerequisite: ACCT 3322 with grade of "C" or better. Lec 3, Cr 3

ACCT 4323 Contemporary Accounting Theory

Contemporary advanced accounting and auditing theory, including controversial issues, with emphasis on income determination and asset valuation, particular attention is given to current publications of professional and governmental agencies. Prerequisite: ACCT 3322 with grade of "C" or better; credit for ACCT 4324 or concurrent enrollment with the permission of the instructor. Lec 3, Cr 3

ACCT 4324 Auditing I

A survey of auditing standards and procedures applied by public accountants and internal auditors in examining financial statements and verifying under-

lying data. Includes elements of operational auditing. Prerequisite: ACCT 3322 with grade of "C" or better. Lec 3, Cr 3

ACCT 4329 Advanced Income Tax Procedure

Analysis of tax laws applicable to partnerships and corporations. Federal gift, estate and inheritance taxes may also be covered. Prerequisite: ACCT 3323 with grade of "C" or better. Lec 3, Cr 3

ACCT 4331 Accounting Report Writing

An applied communication/report writing course for accounting majors using current reporting standards. Emphasis on data accumulation, documentation, drafting and communication of the different types of opinion letters, management letters, representation letters, compilation reports, internal control reports, interim reports, reports to the S.E.C., proper notes to financial statements, written communication with other professional accountants, and special reports. Prerequisite: Completion of ACCT 4324 or concurrent enrollment. Lec 3, Cr 3

Accounting Technology (ACNT)

ACNT 1403 Introduction to Accounting I

A study of analyzing, classifying, and recording business transactions in a manual and computerized environment. Emphasis on understanding the complete accounting cycle and preparing financial statements, bank reconciliations and payroll. As an integral part of the course, students will be required to complete a comprehensive accounting practice set designed for a manual accounting system. Lec 4, Cr 4

ACNT 1404 Introduction to Accounting II

A study of accounting for merchandising, notes payable, notes receivable, valuation of receivables and equipment, valuation of inventories and an introduction to methods of computing depreciation in a manual or computerized accounting environment. Students are required to complete a comprehensive accounting practice set designed for a manual accounting system. Prerequisite: ACNT 1403 with a "C" or better. Lec 4, Cr 4

ACNT 1411 Introduction to Computerized Accounting

Introduction to utilizing the computer in maintaining accounting records, making management decisions, and processing common business applications with primary emphasis on a general ledger package. Students are required to complete a comprehensive practice set designed for a computerized accounting system. Prerequisite: ACCT 2401 or ACNT 1404 with a "C" or better. Lec 4, Cr 4

ACNT 1413 Computerized Accounting Applications

A study of utilizing the computer to develop and maintain accounting record keeping systems, make management decisions, and process common business applications with emphasis on utilizing a spreadsheet and/or data base package/program. Prerequisite: ACCT 2401 or ACNT 1404 with a "C" or better. Lec 4, Cr 4

ACNT 1366 Practicum-Accounting

Practical general training and experiences in the workplace. The college with the employer develops and documents an individualized plan for the student. The plan relates the workplace training and experiences to the student's general and technical course of study. The guided external experiences may be paid or unpaid. This course may be repeated if topics and learning outcomes vary. Lec 1, Cr 1 and (20) lab hours per week.

ACNT 2366 Practicum-Accounting

Practical general training and experiences in the workplace. The college with the employer develops and documents an individualized plan for the student. The plan relates the workplace training and experiences to the student's general and technical course of study. The guided external experiences may be paid or unpaid. This course may be repeated if topics and learning outcomes vary. Lec 1, Cr 1 and (20) lab hours per week.

English As A Second Language

(AESL)

(Note: The following courses are not academic credit courses and are not eligible for financial aid.)

AESL 0001 Introduction to English Skills
Multi-syllabus approach links grammar, communication skills, functions and topics covering listening, speaking, reading and writing as well as pronunciation and vocabulary. Intro level designed for the student who has never studied and has limited experience with English. Pre-TOEFL score = below 280

AESL 0010 Beginning English Skills
Multi-syllabus approach linking grammar, communication skills, functions and topics covering listening, speaking, reading and writing as well as pronunciation and vocabulary. Beginning level is for students who have had some English instruction and understand some of the basics. Pre-TOEFL score = 280 to 325.

AESL 0020 Intermediate English Skills
This level builds on and extends the foundations for accurate and fluent communication established in previous levels. It extends grammatical, lexical and functional skills, enabling learners to take part in general communication through the wide variety of stimulating and challenging activities. It is recommended that Intermediate English Lab be taken with this course.

AESL 0030 Advanced English Skills
Higher level comprehension skills are developed, with listening and reading activities taken from authentic sources such as narratives, lectures, commercials and involve cross-cultural themes. It is recommended that Advanced English Lab be taken with this course.

AESL 0041 Beginning Grammar
Grammar in a communicative setting. Beginner level.

AESL 0042 Intermediate Grammar
Grammar in a communicative setting. Intermediate level.

AESL 0043 Advanced Grammar
Grammar in a communicative setting. Advanced level.

AESL 0051 Academic Reading Intermediate
Understanding and retaining content of academic, technical and business-oriented materials is the focal point of this course. Academic, business and industry materials, specific to and used in various academic disciplines and occupations will be part of the curriculum. Grammar, vocabulary, language skills and reading strategies are combined to strengthen the reading skills of the academically and professionally oriented student. Intermediate level.

AESL 0052 Academic Reading Advanced
Critical reading strategies as and after the student reads. Reading skills with emphasis on understanding and retaining content of academic, technical and business-oriented materials is the focal point of this course. Academic, business and industry materials, specific to and used in various academic disciplines and occupations will be part of the curriculum. Grammar, vocabulary, language skills and reading strategies are combined to strengthen the reading skills of the academically and professionally oriented student. Advanced level.

AESL 0061 Academic Writing Intermediate
Critical thinking, discussion and writing tasks. The process approach is integrated with the traditional development of various writing forms. Simple outlining and the process of writing, basic essay pattern and organization, culminating in fundamentals of the research paper, outside references and using the library. Intermediate level.

AESL 0062 Academic Writing Advanced
Critical thinking, discussion and writing tasks. The process approach is integrated with the traditional development of various writing forms. Simple

outlining and the process of writing, basic essay pattern and organization, culminating in fundamentals of the research paper, outside references and using the library. Advanced level.

AESL 0070 International Business English
This is a flexible learner-centered courses of communication skills for people who need English in their day-to-day work. Relevant language skills are developed through a wide range of stimulating, realistic communicative activities and exercises. This course thoroughly covers essential business tasks: writing letters, reports, memos, notes, faxes, phone calls, meetings.

AESL 0071 English for the Secretary
Vocabulary of technical/occupational terms, pronunciation and basic English language structures that are required by secretaries and other office workers for successful on-the-job performance. Oral and written communication skills are stressed. The student learns the English that is needed for their job.

AESL 0072 English for Medical Careers
This course presents a basic and thorough course of English through discussion of all body systems, medical procedures, and related terminology. It is designed for those desiring employment in a health care profession or for individuals who need to improve their English skills in order to talk with their patients and colleagues.

AESL 0073 English for Computer Programming
This is an intermediate course for people who have interest in or are working in computers. The course aims to develop listening, speaking, reading and writing in English with special emphasis on vocabulary acquisition and grammatical accuracy by using a range of authentic texts and listening activities covering everything from the latest applications of computer technology (i.e. virtual reality) to computer processes and components.

AESL 0074 Preparation for the TOEFL
This is a very intensive and complete course that will prepare the student to take the TOEFL. Skill-building areas include reading, writing, listening, speaking and grammar. Vocabulary building is also stressed. This course is helpful to the person who would like to study an intensive general course of English.

AESL 0075 Pronunciation for International Students
A comprehensive pronunciation course that is designed to help students learn rhythm, stress and intonation in addition to improving their pronunciation of English. This course focuses on the typical problems most non-native speakers have with English along with particular problems the individual might have.

Other Language Courses

(Note: The following courses are not academic credit courses and are not eligible for financial aid.)

- AESL 0090 Spanish Conversation - Beginning
- AESL 0091 Spanish Conversation - Intermediate
- AESL 0092 Spanish Conversation - Advanced
- AESL 0093 Spanish for Health Care Professionals
- AESL 0094 Spanish for Business - Beginning
- AESL 0095 Spanish for Business - Intermediate
- AESL 0096 French Conversation - Beginning
- AESL 0097 French Conversation - Intermediate
- AESL 0098 German Conversation - Beginning
- AESL 0099 German Conversation - Intermediate

Anthropology (ANTH)

ANTH 2301 Physical Anthropology
Human evolution, race, heredity, the organic basis of culture history through the Paleolithic period. Lec 3, Cr 3

ANTH 2351 Cultural Anthropology
Key concepts, methods and theory in the study of cultural diversity, social institutions, linguistics of culture change among world peoples. Lec 3, Cr 3

ANTH 3375 Mexican American Folklore
A survey of general introductory topics in folklore as applied to the Hispanic American population of the American Southwest and Northern Mexico. Topics include myth, tale, folk medicine, song, dance, as well as discussion of the Material culture. Lec 3, Cr 3

ANTH 4353 Ritual, Belief and Healing
An examination of how ritual and belief systems create alternative healing systems with a focus on the U.S. Mexico border and curanderismo. Lec 3, Cr 3

ANTH 4369 Archeology of Mexico and Central America
A survey of the major archeological sites and the theories concerning the pre-Columbian societies of Meso-America. Lec 3, Cr 3

Air Conditioning and Refrigeration (HART, MAIR)

HART 1369 Practicum - Heating, Air Conditioning and Refrigeration
Practical general training and experiences in the workplace. The college with the employer develops and documents an individualized plan for the student. The plan relates the workplace training and experiences to the student's general and technical course of study. The guided external experiences may be paid or unpaid. This course may be repeated if topics and learning outcomes vary. Lab 25, Cr 3

HART 1501 Electricity Principles
Principles of electricity as required by HVAC technicians including proper use of test equipment, A/C and D/C circuits, and components theory and operation. Lec 3, Lab 6, Cr 5

HART 1507 Refrigeration Principles
An introduction to the refrigeration cycle, basic thermodynamics, heat transfer, temperature/pressure relationship, safety, refrigeration containment, and refrigeration components. Lec 3, Lab 6, Cr 5

HART 1541 Residential Air Conditioning
Components, applications, and installation of mechanical air conditioning systems including operating conditions, troubleshooting, repair, and charging of air conditioning systems. Lec 3, Lab 6, Cr 5

HART 1545 Gas & Electric Heating
A study of the procedures and principles used in installing and servicing heating systems including gas fired and electric furnaces. Lec 3, Lab 6, Cr 5

HART 2536 Troubleshooting
An advanced course in application of troubleshooting principles and use of test instruments to diagnose air conditioning and refrigeration components and system problems including conducting performance tests. Lec 3, Lab 6, Cr 5

HART 2538 Air Conditioning Installation/Service
A study of air conditioning system installation, refrigerant piping, condensate disposal, and air cleaning equipment with emphasis on service, troubleshooting, performance testing, and repair techniques. Lec 3, Lab 6, Cr 5

MAIR 1445 Dryers, Washers, and Dishwashers
Theory, sequence of operation, components and repair, electrical schematics, and troubleshooting electronic components in dryers, washers, and dishwashers. Emphasis on safety for the electrical and mechanical systems. Lec 2, Lab 6, Cr 4

MAIR 1449 Refrigerators, Freezers, Window Air Conditioners

Theory, sequence of operation, components and repair, electrical schematics, and troubleshooting electronic components in air conditioning and refrigeration. Emphasis on safety for the electrical, mechanical, and sealed systems. Lec 2, Lab 6, Cr 4

Art (ARTS)

ARTS 1301 Art Appreciation
An introduction to creative art, relationship of line, mass, color, texture. A survey of the history and philosophy of art and architecture in the Western World. Lec 3, Cr 3

ARTS 1303 Art History Survey I
A survey of painting, sculpture, architecture, and the minor arts from prehistoric times to the 14th century. Prerequisite: READ 0301. Lec 3, Cr 3

ARTS 1304 Art History Survey II
A survey of painting, sculpture, architecture, and the minor arts from the 14th century to the present. Prerequisite: READ 0301 or appropriate assessment. Lec 3, Cr 3

ARTS 1311 Two-Dimensional Design
Principles of design and development of design structures on two dimensional surfaces. Lec 3, Lab 3, Cr 3

ARTS 1312 Three-Dimensional Design
This course investigates the art elements and principles of design applied to three dimensional surfaces. Lec 3, Lab 3, Cr 3

ARTS 1316 Drawing I
The investigation of drawing media and techniques, including descriptive and expressive possibilities. Lec 2, Lab 4, Ind 3, Cr 3

ARTS 1317 Drawing II
Continuation of Drawing I with emphasis on forms of expression and stress on the human figure. Prerequisite: ARTS 1316. Lec 2, Lab 4, Ind 3, Cr 3

ARTS 2233 Drawing III
A continuation of Drawing II, but with an even greater emphasis on the human figure. Prerequisite: ARTS 1317. Lec 2, Lab 4, Ind 3, Cr 3

ARTS 2313 Computer Imaging I
An introduction to computer imaging and graphics with an emphasis on architectural and artistic mediums. Lec 2, Lab 4, Ind 3, Cr 3

ARTS 2316 Painting I
Exploration of ideas using painting media and techniques. Prerequisite: ARTS 1316. Lec 2, Lab 4, Ind 3, Cr 3

ARTS 2317 Painting II
Continuation of Painting I with emphasis on special problems determined by the student in cooperation with the instructor. Prerequisite: ARTS 2316. Lec 2, Lab 4, Ind 3, Cr 3

ARTS 2326 Sculpture I
This course investigates the use of materials such as clay, stone, wood and plaster to create three dimensional sculptures. Prerequisite: ARTS 1312. Lec 2, Lab 4, Ind 3, Cr 3

ARTS 2327 Sculpture II
A continuation of Sculpture I, but with a greater emphasis on aiding the student in solving individual problems. Prerequisite: ARTS 1312. Lec 2, Lab 4, Ind 3, Cr 3

ARTS 2333 Printmaking I
Critical evaluation of graphic media as well as creating works in serigraphy and other print media. Prerequisite: ARTS 1311. Lec 2, Lab 4, Ind 3, Cr 3

ARTS 2334 Printmaking II
A continuation of Printmaking I. Prerequisite: ARTS 2333. Lec 2, Lab 4, Ind 3, Cr 3

ARTS 2346 Ceramics I
This course investigates the basic ceramic processes of handbuilding, throwing, glazing, and the firing of clay. Prerequisite: ARTS 1312. Lec 2, Lab 4, Ind 3, Cr 3

ARTS 2347 Ceramics II
Continuation of Ceramics I with emphasis on glaze formulation. Prerequisite: ARTS 1312. Lec 2, Lab 4, Ind 3, Cr 3

ARTS 2356 Photography I
Study of fundamental lighting, posing, camera techniques, composition, processing and printing relating to all shooting with special emphasis on portraits and still life. Prerequisite: ARTS 1311. Lec 2, Lab 4, Ind 3, Cr 3

ARTS 2357 Photography II
Continuation of ARTS 2356. Prerequisite: ARTS 2356. Lec 2, Lab 4, Ind 3, Cr 3

ARTS 3303 Italian Renaissance (1400-1650)
This course will study the major artists of the Italian Renaissance and will focus on the development of NeoClassicism and Neoplatonism. Prerequisite: ARTS 1303 and ARTS 1304. Lec 3, Cr 3

ARTS 3314 Individual Problems
This course will allow the student to work on advanced individual projects to be completed under faculty supervision on a one-to-one basis. This course may be repeated for a total of 12 hours credit. Lab 6, Cr 3

ARTS 3321 Advanced Painting
Advanced studio problems in painting. This course may be repeated four times for a total of 12 hours credit. Prerequisite: ARTS 2316. Lec 2, Lab 4, Ind 3, Cr 3

ARTS 3323 Advanced Drawing
Advanced studio problems in drawing. This course may be repeated four times for a total of 12 hours credit. Prerequisite: ARTS 2233. Lec 2, Lab 4, Ind 3, Cr 3

ARTS 3326 Advanced Sculpture
This course is a continuation of Sculpture II but with an even greater emphasis on aiding the student in solving individual sculpture problems. This course may be repeated four times for a total of 12 hours credit. Prerequisite: ARTS 1312. Lec 2, Lab 4, Cr 3

ARTS 3352 Contemporary Art
Art history from the 19th Century in Europe and America to the present. Development and growth of today's arts and aesthetics. Prerequisite: ARTS 1303 and ARTS 1304. Lec 3, Cr 3

ARTS 3371 Advanced Ceramics
This course investigates the advanced studio problems in the ceramics process. This course may be repeated four times for a total of 12 hours credit. Prerequisite: ARTS 2346. Lec 2, Lab 4, Cr 3

ARTS 3381 Perception and Expression in Art I
Strengthens visual perception and divergent thinking on studio activities for prospective teachers of elementary art. Emphasizes further studies of development in depth, and curriculum development for teachers of upper elementary and middle school art. Prerequisite: Permission of instructor. Lec 3, Cr 3

ARTS 3382 Nineteenth-Century European Art History (1789-1900)
European painting, sculpture and architecture as social and political events ranging from the French Revolution to 1900. This art history course covers the development of the neoclassicism, romanticism, social realism, impressionism and post impressionism and their international impact. Prerequisite: ARTS 1302 and ARTS 1304. Lec 3, Cr 3

ARTS 3383 Art in the Secondary School
Survey of visual education at the secondary level. Required for teaching art in the junior and senior high school. Lec 3, Cr 3

ARTS 3384 Perceptions and Expression in Art II
A continuation of Perceptions and Expressions in Art I, but with a greater emphasis on studio activities for teachers of elementary and middle school art. Prerequisite: ARTS 3381 or permission of instructor. Lec 3, Cr 3

ARTS 4301 Senior Experience in Art
This course provides a capstone experience for the art major. It is designed to make connections of the various elements of the art degree. This course also serves as a review for the ExCET exam. Prerequisite: Advanced standing in art. It is intended to be one of the very last classes that an art major would study. Lec 3, Cr 3

ARTS 4331 Advanced Computer Imaging
This course studies advanced techniques of using the computer as an artistic and graphic medium. This course may be repeated four times for a total of 12 hours credit. Prerequisite: ARTS 2313. Lec 2, Lab 4, Ind 3, Cr 3

ARTS 4337 Internship in Art Studio
Opportunities in applied learning related to visual art through local business, government, industry, or institutional organizations, working under faculty direction with periodic and final written reports and supporting portfolio. This course may be repeated four times for a total of 12 hours credit. Prerequisite: Junior standing. Lec 2, Lab 4, Cr 3

ARTS 4353 American Art
History of visual arts in the United States from the 17th century to the present, including the art of the Native Americans. Prerequisite: ARTS 1303 and ARTS 1304. Lec 3, Cr 3

ARTS 4354 Latin American Art and Architecture
Major monuments of Latin American art and architecture in the New World, 16 century to the present. Emphasizes post-Conquest mixtures of European and Indigenous styles during the colonial period and major developments in modern Latin American art since independence. Prerequisite: ARTS 1303 and ARTS 1304. Lec 3, Cr 3

ARTS 4387 Far Eastern Art History
This course explores the art and architecture of India, Japan, and China from ancient times to the early 19th century. It explores the different cultures by analyzing the impact of Brahmanism, Confucianism and Taoism in buildings, paintings, sculptures and tapestries of the Far East. Prerequisite: ARTS 1303 and ARTS 1304. Lec 3, Lec 3

ARTS 4391 Studio Art General
Advanced problems in art of the students' choice and/or internship with an art professional in the field of interest. This course may be repeated four times for a total of 12 hours credit. Prerequisite: Upper division standing. Lec 2, Lab 4, Ind 3, Cr 3

ARTS 4393 Senior Exhibit
This course requires an art exhibition and a written thesis from all last semester seniors. Prerequisite: Permission of Department Chair. Lec 2, Lab 4, Cr 4

Associate Degree Nursing (TNSG)

See TNSG Associate Degree Nursing

Auto Body and Repair (ABDR)

ABDR 1411 Vehicle Measurement & Damage Repair Procedures

Introduction to damaged vehicle measurement and alignment systems. Lec 2, Lab 6, Cr 4

ABDR 1431 Basic Refinishing

An introduction to terms, trade practices, hand tools, power tools, current refinishing products, shop safety, and equipment used in the automotive refinishing industry. Painting of trim and replacement parts included. Emphasis on surface preparation. Introduction to masking techniques. Lec 2, Lab 6, Cr 4

ABDR 1453 Fiberglass Repair

A comprehensive course in automotive fiberglass repair including the use of various adhesive fiberglass mat, and resins used for proper repair procedures. Lec 2, Lab 6, Cr 4

ABDR 1519 Basic Metal Repair

Basic current metal working techniques, shop safety, proper tool usage, product application, and skill development utilizing various body features including principles. Lec 3, Lab 6, Cr 5

ABDR 1541 Structural Analysis & Damage Repair I

Skills development in the roughing and shaping procedures on automotive sheet metal necessary to make satisfactory minor body repairs. Emphasis on the alignment of component parts such as doors, hood, front-end assemblies, and deck lids. Lec 3, Lab 6, Cr 5

ABDR 1542 Structural Analysis & Damage Repair II

Continuation of general repair and replacement procedures for damaged structural parts and collision damaged. Lec 3, Lab 6, Cr 5

ABDR 2255 Collision Repair Estimating

An advanced course in collision estimating and development of an accurate damage report. Lec 1, Lab 2, Cr 2

ABDR 2257 Collision Repair Shop Management

A study of methods and equipment used in state of the art repair shops to improve management functions and profitability. Lec 1, Lab 2, Cr 2

ABDR 2549 Advanced Refinishing I

Skill development in multi-stage refinishing including base coat/clear coat techniques. Further development in identification of problems and solutions in color matching and partial panel. Lec 3, Lab 6, Cr 5

Automotive Mechanics (AUMT)

AUMT 1201 Introduction and Theory of Automotive Technology

An introduction to the automobile industry including automotive history, safety practices, shop equipment and tools, vehicle subsystems, service publications, fasteners, professional responsibilities, and automobile maintenance. Lec 1, Lab 3, Cr 2

AUMT 1410 Brakes

Operation and repair of drum/disc type brake systems. Emphasis on safe use of modern equipment. Topics include brake theory, diagnosis, and repair of power, manual, anti-lock brake systems, and parking brakes. May be taught manufacturer specific. Lec 2, Lab 4, Cr 4

AUMT 1416 Suspension and Steering

Theory and operation of automotive suspension and steering systems including tire and wheel problem diagnosis, component repair, and alignment procedures. May be taught manufacturer specific. Lec 2, Lab 4, Cr 4

AUMT 1419 Automotive Engine Repair

Fundamentals of engine operation, diagnosis and repair including lubrication systems and cooling systems. Emphasis on overhaul of selected engines, identification and inspection, measurements, and disassembly, repair, and reassembly of the engine. May be taught manufacturer specific. Lec 3, Lab 4, Cr 4

AUMT 1445 Automotive Heating and Air Conditioning

Theory of automotive air conditioning and heating systems. Emphasis on the basic refrigeration cycle and diagnosis and repair of system malfunctions. Covers EPA guidelines for refrigerant handling and new refrigerant replacements. May be taught manufacturer specific. Lec 2, Lab 6, Cr 4

AUMT 1407 Automotive Electrical Systems

An overview of automotive electrical systems including topics in operational theory, testing, diagnosis, and repair of batteries, charging and starting systems, and electrical accessories. Emphasis on electrical schematic diagrams and service manuals. May be taught manufacturer specific. Lec 3, Lab 4, Cr 4

AUMT 2305 Theory of Automotive Engines

Fundamentals of engine operation and diagnosis including lubrication and cooling systems. Emphasis on identification of components, measurements, inspections, and repair methods. Lec 2, Lab 2, Cr 3

AUMT 2417 Engine Performance Analysis I

Theory, operation, diagnosis, and repair of basic engine dynamics, ignition systems, and fuel delivery systems. Use of basic engine performance diagnostic equipment. May be taught manufacturer specific. Lec 2, Lab 6, Cr 4

AUMT 2434 Engine Performance Analysis II

Diagnosis and repair of emission systems, computerized engine performance systems, and advanced ignition and fuel systems; and proper use of advanced engine performance diagnostic equipment. May be taught manufacturer specific. Lec 3, Lab 4, Cr 4

AUMT 2209 Manual Train and Axle Theory

A study of automotive clutches, clutch operation devices, standard transmissions/transaxle and drive line components. Lec 1, Lab 3, Cr 2

AUMT 2425 Automatic Transmission and Transaxle

A study of the operation, hydraulic principles, and related circuits of modern automatic transmissions and automatic transaxles. Diagnosis, disassembly, and assembly procedures with emphasis on the use of specific tools and proper repair techniques. May be taught manufacturer specific. Lec 2, Lab 6, Cr 4

Bachelor of Science in Nursing (NURS)

See NURS Bachelor of Science in Nursing

Bilingual Education (BILC)

Note for Undergraduate Bilingual Courses: To be eligible to take any 3000 or higher level Bilingual course, students must be admitted into the Teacher Education Program.

BILC 3305 Foundations of Multicultural Education (Formerly EDCI 3305)

An examination of the social and cultural forces that influence education in multi-cultural settings. Emphasis will be given to the pluralistic nature of American society, its culturally diverse student populations, and its educational institutions. Lec 3, Cr 3

BILC 3310 Foundations of Bilingual Education (Formerly EDCI 3322)

The study of cultural, psychological, socio-economic, linguistic, cognitive and curriculum factors affecting the academic achievement of bilingual

students is covered. Includes the philosophical, legal and sociological aspects of bilingual education in the American public school system. National, state, and local guidelines designed to meet the needs of multilingual, multicultural student populations are reviewed. Prerequisite: EDCI 4301 or concurrent enrollment. Lec 3, Cr 3

BILC 3316 First & Second Language Acquisition
(Formerly BILC 4330)

This course focuses on first and second language processes, functions of language, and the principles of language learning. Prerequisite: ENGL 3319 and BILC 3310

BILC 3317 Bilingual Curriculum in the Content Areas
(Formerly EDCI 3315)

Methods for teaching the content areas in the bilingual classroom. (Taught in Spanish). Prerequisite: BILC 3316. Lec 3, Cr 3

BILC 4320 English as a Second Language
(Formerly BILC 3320)

Principles and methods of teaching English as a second language. Includes language assessment, analysis of materials and culture. Prerequisite: BILC 3316, BILC 3317 or concurrent enrollment. Lec 3, Cr 3

BILC 4325 Teaching Reading in the Bilingual Classroom
(Formerly EDCI 3316)

Methods and techniques for teaching language arts and reading in the Spanish/English bilingual classroom. Includes assessment, review of instructional materials, and the parental involvement component. (Taught in Spanish). Prerequisite: BILC 3317, READ 3310, and READ 3323. Lec 3, Cr 3

BILC 4395 Practicum in Bilingual Education

This course is a field-based internship in a bilingual classroom setting. Students integrate and use the knowledge and skills gained from all previous courses including first language development and second language acquisition, assessment procedures, classroom management techniques, and teaching strategies for the bilingual curriculum under the supervision of a bilingual classroom teacher and a university instructor. Prerequisite: 15 semester hours of BILC courses. Lec 3, Cr 3

Biology (BIOL)

BIOL 1106 Biological Principles Laboratory I

Investigations related to BIOL 1306. First semester of a laboratory required for science majors and minors; also available to the general student. Corequisite: BIOL 1306 (or prior credit). Lab 3, Cr 1

BIOL 1107 Biological Principles Laboratory II

Investigation related to BIOL 1307. Second semester of a laboratory required for science majors and minors; also available to the general student. Prerequisite: BIOL 1106, 1306, Corequisite: BIOL 1307 (or prior credit). Lab 3, Cr 1

BIOL 1108 General Biology Laboratory I

For non-science majors. Laboratory investigations related to BIOL 1308. Applies appropriate technology, quantitative methods, inquiry, and analysis to understanding relationships in nature. Will not count as hours in BIOL for major or minors in the sciences. Lab 3, Cr 1

BIOL 1109 General Biology Laboratory II

For non-science majors. Laboratory investigations related to BIOL 1309. Applies appropriate technology, quantitative methods, inquiry, and analysis to understanding relationships in nature. Will not count as hours in BIOL for major or minors in the sciences. Lab 3, Cr 1

BIOL 1306 Biological Principles I (Formerly BIOL 1406)
An introduction to unifying biological principles with emphasis on fundamentals of molecular and cellular biology, genetics, and evolutionary theory. First semester of an integrated course for science majors and minors; also available to the general student. Corequisite: BIOL 1106 (or prior credit). Lec 3, Cr 3

BIOL 1307 Biological Principles II (Formerly BIOL 1407)

A continuation of Biological Principles I with emphasis on fundamentals of organismal biology, ecology and biodiversity. Second semester of an integrated course for science majors and minors; also available to the general student. Prerequisite: BIOL 1106, 1306, Corequisite: BIOL 1107 (or prior credit). Lec 3, Cr 3

BIOL 1308 General Biology I

For non-science majors. Covers major biological concepts, scientific design, relationships, theories, scientific methods and inquiry, life chemistry, cells, organismic functions, with emphasis on human and social concerns. Evolution is a theme. Will not count as hours in BIOL for major or minors in the sciences. Lec 3, Cr 3

BIOL 1309 General Biology II

For non-science majors. Covers major biological concepts, scientific design, relationships, theories, scientific methods and inquiry, biodiversity, evolution and the environment, with emphasis on human and social concerns. Will not count as hours in BIOL for major or minors in the sciences. Lec 3, Cr 3

BIOL 1322 Human Nutrition

A study of the basic principles of nutrition in health and disease. Stresses the modern concept of an adequate diet based on the nutritional needs of the individual. Lec 3, Cr 3

BIOL 2101 Human Anatomy and Physiology Laboratory I

Cells, tissues, skeletal, muscle, nervous systems. Includes dissections and instrumentation related to basic hands-on understanding of human anatomy and physiology. Prerequisite or concurrent enrollment: BIOL 2301, Lab 3, Cr 1

BIOL 2102 Human Anatomy and Physiology Laboratory II

Emphasis on endocrine, cardiovascular, respiratory, digestive, urinary, and reproductive systems. Includes related dissections and instrumentation designed to facilitate basic hands-on understanding of human anatomy and physiology. Prerequisite: BIOL 2301 and 2101. Prerequisite or concurrent enrollment: BIOL 2302. Lab 3, Cr 1

BIOL 2121 Microbiology Laboratory

Laboratory application of microbial techniques including staining, microscopy, cultivation of microbes, and handling of aseptic cultures and materials in the laboratory, biochemical aspects of microbes, chemical, physical, and chemotherapeutic control of microbial growth, sanitary analysis of municipal water systems; determination of a bacterial unknown. Prerequisite or concurrent enrollment: BIOL 2321. Lab 4, Cr 1

BIOL 2301 Human Anatomy and Physiology I
(Formerly BIOL 2401)

General biological principles, cellular biology, emphasis on human integumentary, skeletal, muscular, and nervous systems and related topics. Prerequisite or concurrent enrollment: BIOL 2101. Lec 3, Cr 3

BIOL 2302 Human Anatomy and Physiology II
(Formerly BIOL 2402)

Continuation of BIOL 2301, Includes human urogenital, circulatory, respiratory, digestive and endocrine systems; human development, emphasis on nutrition, metabolism, electrolytic and fluid balance. Prerequisite: BIOL 2301 and BIOL 2101. Prerequisite or concurrent enrollment: BIOL 2102. Lec 3, Cr 3

BIOL 2321 Microbiology (Formerly BIOL 2420)

An introduction to the field of microbiology, microbial morphology, cell fine structure, factors controlling growth and reproduction, microbial survey, plus viruses, metabolism, microbial genetics, biotechnology, genetic control of microbes, resistance to infection, immunology, transmission of diseases, environmental and applied microbiology. Prerequisite: BIOL 1306 BIOL 1106, BIOL 1307, BIOL 1107 or BIOL 2301, BIOL 2101, BIOL 2302, BIOL 2102. Prerequisite or concurrent enrollment: BIOL 2121, CHEM 1311 and 1312 highly recommended. Lec 3, Cr 3

BIOL 2428 Comparative Vertebrate Anatomy

Brief survey of chordates, summary of vertebrate history and development, the development and morphology of vertebrate organ systems, dissection of representative vertebrates. (Primarily for biology major and minors.) Prerequisite: Six hours of general biology or general zoology. Fee \$8.00 Lec 3, Lab 4, Cr 4

BIOL 3301 Advanced Physiology

Selective topics of mammalian physiology, primarily man, which include nervous, muscular, cardiovascular, endocrine, immunity, respiratory, digestive, metabolic, urinary, acid-base balance, and reproductive. Prerequisite: Twelve semester hours of Biology. No lab in course. Lec 3, Cr 3

BIOL 3403 Genetics (Formerly BIOL 3303)

Introduction to genetics with consideration of its application in biology and human welfare. Prerequisite: Nine semester hours of biology. Lec 4, Cr 3

BIOL 3408 Plant Morphology

A study of the morphology, development and relationships of fungi, algae, liverworts, mosses, ferns, gymnosperms and angiosperms. Prerequisite: Nine semester hours of biology. Lec 3, Lab 3, Cr 4

BIOL 3409 Ecology

A study of the basic environmental factors affecting plants and animals, and their relation to economic and conservation problems. Prerequisite: Twelve semester hours of biology. Lec 3, Lab 3, Cr 4

BIOL 3412 Cell Biology

A study of cell structure and function with emphasis on bioenergetics, membranes, genes, and genetic control, cell division and its regulation, cellular differentiation. (May not be repeated for credit.) Prerequisite: Nine semester hours of biology. Lec 3, Lab 3, Cr 4

BIOL 3414 Invertebrate Zoology

A study of the comparative morphology, evolution, systemics, and natural history of the invertebrates. Prerequisite: Nine semester hours of biology. Lec 3, Lab 3, Cr 4

BIOL 4100 Biology Seminar

The student completes an independent scholarly review of a research topic, makes an oral report on the topic, and discusses current research with faculty and students. Prerequisite: Senior Standing; 24 sch in BIOL. Lec 1, Cr 1

BIOL 4170 Laboratory Topics in Biology

This course is a series of lab/field investigations in areas not available in other courses. May be repeated for credit when content changes. Lab 3, Cr 1

BIOL 4199 Research Problems in Biology

Research under the supervision of a Biology faculty member. May be repeated for credit but no more than three semester credit hours (*) may apply toward the Biology major. (*combinations of 4199, 4299) Prerequisite: Junior Standing, completion of three advanced courses in Biology (nine upper-division semester credit hours, and approval of instructor. Lec 1, Cr 1

BIOL 4299 Research Problems in Biology

Research under the supervision of a Biology faculty member. May be repeated for credit but no more than three semester credit hours (*) may apply toward the Biology major. (* combinations of 4199, 4299) Prerequisite: Junior standing, completion of three advanced courses in Biology (nine upper-division semester credit hours), and approval of instructor. Lec 2, Cr 2

BIOL 4309 Herpetology

A study of the anatomy, evolution, distribution, systematics, ecology and physiology of amphibians and reptiles, primarily of North American species with special emphasis on local forms. Prerequisite: Nine semester hours of biology. Lec 2, Lab 3, Cr 3

BIOL 4330 Integrative Biology for Middle School Science Teachers

This course designed for middle school science teachers is the coordinated-thematic integration of biology with physics, chemistry, and earth/space science through a series of lectures, panels, demonstrations, and applied activities. Prerequisite: Nine semester hours of biology. Lec 3, Cr 3

BIOL 4331 Integrative Biology for High School Science Teachers

This course designed for high school science teachers is the coordinated-thematic integration of biology with physics, chemistry, and earth/space science through a series of lectures, panels, demonstrations, and applied activities. Prerequisite: Nine hours of biology. Lec 3, Cr 3

BIOL 4370 Topics in Biology

Specialized lecture content not available in other courses. May be repeated for credit as topics change but no more than three credit hours may apply toward the Biology major. Prerequisite: Junior standing, completion of 12 credit hours in Biology. Lec 3, Cr 3

BIOL 4390 Biology Internship

This course is an applied experience in an industrial, educational, private agency, or government facility supported by an acceptable scholarly written report and a seminar. Prerequisite: Junior standing. 16 sch of BIOL. Lab 6-8, Cr 3

BIOL 4399 Research Problems in Biology

Research under the supervision of a Biology faculty member. May be repeated for credit but no more than three semester credit hours may apply toward the Biology major. Students enrolling for BIOL 4399 will present research results in a Department seminar. Prerequisite: Junior standing, completion of three advanced courses in Biology (nine upper-division semester credit hours) and approval of instructor. Lec 3, Cr 3

BIOL 4402 Marine Zoology

A study of the common marine animals, especially invertebrates in coastal waters, particular attention is to be given to structural and physiological relationships. Prerequisite: 12 semester hours of biology. Lec 3, Lab 3, Cr 4

BIOL 4404 Ichthyology

Classification, evolution, ecology, and biology of fishes. The lab emphasizes field surveys, taxonomy, and the identification of marine and freshwater fishes. Prerequisite: Twelve semester hours of Biology. Lec 3, Lab 3, Cr 4

BIOL 4410 Marine Botany

A study of common local marine flora with emphasis on the macroscopic algae forms. Students are expected to furnish their own transportation to nine or ten field laboratory sessions. Prerequisite: Nine semester hours of biology. Lec 3, Lab 3, Cr 4

BIOL 4414 Plant Taxonomy

Identification of vascular plants, with emphasis on native flowering plants. Prerequisite: Nine semester hours of biology. Lec 3, Lab 3, Cr 4

BIOL 4420 Plant Anatomy

Anatomy of seed plants. Prerequisite: Nine semester hours of biology. Lec 3, Lab 3, Cr 4

BIOL 4450 Ornithology

The study of classification, morphology, ecology, distribution, migration patterns, and behavior of birds. Emphasis on local species. Field trip required. Prerequisite: Nine semester hours in biology. Lec 3, Lab 3, Cr 4

Building Trades and Construction

(TBTS)

See TBTS Building Trades and Construction

Business (BUSI)

BUSI 1301 Introduction to Business

A survey of the various fields of business and their interrelationships; production and distribution systems, finance, accounting, statistics, capital, labor, marketing, taxes, governmental regulations, and other aspects of business necessary for understanding modern business enterprises and organization. Lec 3, Cr 3

BUSI 3117 Bilingual Business

This is a two-hour lab course of business readings in Spanish. Readings will be current and derived from professional literature, business periodicals and newspapers. Selections will be provided so that students can match readings with business courses they are enrolled in each semester. Other activities of the lab include lectures, paired study, small group discussions, written reports, formal presentations and experiential interfaces. A sole authored paper written in Spanish is required each time the course is attempted. Lab 2, Cr 1

BUSI 3312 Administrative Office Management

The management functions of planning, organizing, actuating and controlling in a facilitating administrative system are applied to case problems in office administration. Principles of internal organization, motivational theories and informational technology are studied through the medium of the role playing, panels and critiques, and discussion. Pertinent research applicable to the field of office management is also studied. Lec 3, Cr 3

BUSI 3335 Organizational Communications

A systems approach to information processing, the practical and psychological aspects of formal and informal communication in organizations. Stresses inter- and intra-personal communication related to various corporate cultures. Intercultural differences in various communication scenarios are also studied. Prerequisite: Satisfaction of general requirements in English. Prerequisite: ENGL 2311. Lec 3, Cr 3

BUSI 3341 Statistics

An analysis of descriptive statistics and inference methods. Topics include measures of central tendency and variation, probability distributions, sampling distributions, hypothesis testing, correlation, linear regression, index numbers, nonparametric statistics and other decision-making tools. Prerequisite: Math 1324 or 1314. Lec 3, Cr 3

BUSI 4330 International Business

Business concepts, analytical processes, and philosophical bases for international business operations. Emphasizes environmental dynamics, multinational business organizations, cultural and economic constraints, unique international business practices, and international operations, strategies, and policy. Prerequisite: MANA 3361, MARK 3371, FINA 3380, or consent of instructor. Lec 3, Cr 3

BUSI 4369 Business Policy

A broad course in business management designed to integrate earlier studies in business. Comprehensive case problems are studied with student participation in decision making related to business operations under conditions of uncertainty. Prerequisite: ACCT 2401, ECON 2301, 2302, FINA 3380, MANA 3361, MARK 3371. Lec 3, Cr 3

Business Law (BLAW)

BLAW 3337 Business Law I

The study of the development and functioning of our legal environment. The development of case law and precedents, the application of procedural and substantive law pertaining to civil and penal matters, study and analysis of cases and rules of law relating to basic business practices, governmental regulations of business, property rights, and business ethics. Course also includes torts, contracts, commercial transactions, and agency. Lec 3, Cr 3

BLAW 3338 Business Law II

A continuation and expansion of the study of rules of law, including sales, commercial paper and credit transactions with emphasis on the Uniform Commercial Code; business organization, government regulations; property, wills and trusts; consumer protection, bankruptcy. Prerequisite: BUSI 3337. Lec 3, Cr 3

Business Law - Technical (BUSG)

BUSG 2317 Business Law/Commercial

The relationships of law and business as they relate to commercial transactions. Lec 3, Cr 3

Business Management (BMGT)

BMGT 1301 Supervision

A study of the role of the supervisor. Managerial functions as applied to leadership, counseling, motivation, and human skills are examined. Lec 3, Cr 3

Business Management Information System (BMIS)

BMIS 1101 Introduction to Windows 95 Software

This computer course provides theory and hands-on skills for student familiarization of the Windows 95 software program. Emphasis on window techniques, exploring windows desktop, files and folders, file management explorer, printers and fonts, customizing windows, and control panel settings. Lec 1, Cr 1

BMIS 1110 Introduction to WordPerfect for Windows

This course is designed to familiarize students in the use of the WordPerfect for Windows software program. Applications include creating, editing, printing and saving documents, formatting features, merging, macros and sorting data, tables and writing tools operation. Lec 1, Cr 1

BMIS 1120 Ten-Key by Touch

This course is a practical approach to operating and using the ten-key pad by touch. Designed to assist students in using the ten-key pad by touch to solve different business problems. Lec 1, Cr 1

BMIS 1125 Fundamentals of Lotus 1-2-3

An introductory course designed to familiarize students on how to create, edit, store and print spreadsheets, databases, and graphics using the Lotus 1-2-3 software program. Introduces the basics of a menu bar, creation of formulas, functions, graphic presentation, and general ease of presenting numeric materials. Lec 1, Cr 1

BMIS 1135 Fundamentals of Access for Windows 95 Software

This course is designed as an introduction to the fundamentals of creating and using a database. Applications will include entering and editing data, finding and sorting records, working with tables, forms, reports, queries and working with images and other objects. Lec 1, Cr 1

BMIS 1140 Introduction to the SPSS Statistical Program
This course is an introductory course to acquaint students with the SPSS Statistical program and its functions. The creation, manipulation, saving and printing of data files will be the focus of the course. Lec 1, Cr 1

BMIS 1145 Introduction to the Internet with Netscape Navigator

A hands-on introductory course designed to teach students the fundamentals of how to browse the World Wide Web using the Netscape Navigator. Introduces the basics of browsing the Web, sending and receiving e-mail, and exploring Usenet News Groups as well as the use of the title bar, menu bar, tool bar and status indicator. Lec 1, Cr 1

BMIS 1150 Fundamentals of Desktop Publishing

This course is designed to introduce students to the basics of desktop publishing features in both Word and WordPerfect 6.1 for Windows. The use of text alignment, character and spacing, columns, graphic boxes, graphic lines, special enhancements, tables and charts. Lec 1, Cr 1

BMIS 1155 Fundamentals of PowerPoint Presentation Software

A hands-on introductory course designed to teach students how to create presentations using technology for enhancing Material. Introduces design and color basics, the use of templates, clip art, charting, graphics, the transporting of files, and customizing of presentations. Lec 1, Cr 1

BMIS 1160 Fundamentals of PageMaker 6 for Windows

This course is designed to introduce students to the basics of the PageMaker for Windows Software program. This program assists a learner with starting, editing and completing a publication, including lines and graphics, color, layout and printing. Lec 1, Cr 1

BMIS 1165 New Software Topics

This course is designed to be an introductory course used to acquaint students with the latest new software package that has been developed within the last year. Students that would like to become acquainted with a new program that may not be widely used, but specific to a particular field such as legal, medical, real estate, may fall into this category. Lec 1, Cr 1

BMIS 1170 Introduction to Peachtree Accounting

This course will introduce students to the basic approach to computerized accounting and bookkeeping using the Peachtree accounting program. Both theory and hands-on skills will be taught. Lec 1, Cr 1

BMIS 1175 Introduction to Quickbooks

This course will introduce students to the basic approach to computerized accounting and bookkeeping using the Quickbooks accounting program. Both theory and hands-on skills will be taught. Lec 1, Cr 1

BMIS 1180 Introduction to Turbo Tax

This course will introduce students to automated income tax preparation using Turbo Tax. Lec 1, Cr 1

BMIS 3351 Information Systems in Organizations

This course addresses issues associated with the expanding role of information systems and accounting information systems in organizations, including their development and use, strategic impact, and international implications. May be counted as either ACCT 3351 or BMIS 3351. Lec 3, Cr 3

Chemistry (CHEM)

CHEM 1105 Introductory Chemistry Laboratory I

Laboratory practice that illustrates elementary general, organic, and biochemical experimental techniques. Prerequisite or concurrent enrollment: CHEM 1305. Lab 3, Cr 1

CHEM 1107 Introductory Chemistry Laboratory II

Continuation of CHEM 1105, with greater emphasis on organic and biochemical laboratory techniques. Prerequisite: CHEM 1305 and credit or registration for CHEM 1105 and CHEM 1307. Lab 3, Cr 1

CHEM 1111 General Chemistry Laboratory I

Introduction to laboratory techniques of chemical experimentation. Prerequisite or concurrent enrollment: CHEM 1311. Lab 3, Cr 1

CHEM 1112 General Chemistry Laboratory II

Introduction to some basic laboratory techniques used in studying chemical kinetics, chemical equilibrium, electrochemistry, and qualitative inorganic analysis, introduction to instruments used in pH measurement and visible spectrophotometry. Prerequisite or concurrent enrollment: CHEM 1111 and CHEM 1312. Lab 3, Cr 1

CHEM 1305 Introductory Chemistry I

A terminal course in chemistry for non-science majors, or technology students. Major topics covered are atomic and molecular structure, chemical bonding, the states of matter, solution calculations, and acid-base concepts, includes a brief introduction to organic chemistry and biochemistry. Concurrent enrollment: CHEM 1105. Lec 3, Cr 3

CHEM 1307 Introductory Chemistry II

Continuation of CHEM 1305. Elementary study of organic and biochemistry, the nomenclature, preparation, and reactions of the principle classes of organic compounds by functional group, structures and metabolic reactions of carbohydrates, lipids, and proteins; a look at hormones, enzymes, and biosynthetic pathways; physiological action of drugs, food, nutrients, poisons, and causing agents. Prerequisite: CHEM 1305. Concurrent enrollment: CHEM 1107. Lec 3, Cr 3

CHEM 1311 General Chemistry I

Study of atomic and molecular structure, chemical stoichiometry, chemical bonding, states of matter, solutions and colloids, and acid-base concepts. Prerequisite: Credit for two years of high school algebra OR credit or registration for MATH 1314. Lec 3, Cr 3

CHEM 1312 General Chemistry II

Continuation of CHEM 1311. Study of chemical kinetics and equilibria, electron transfer reactions, electrochemistry, nuclear chemistry, chemical thermodynamics, and some descriptive inorganic chemistry. Prerequisite: CHEM 1311. Lec 3, Cr 3

CHEM 2123 Organic Chemistry Laboratory I

Laboratory application of techniques used in experimental organic chemistry. Prerequisite or concurrent enrollment: CHEM 2323. Lab 3, Cr 1

CHEM 2125 Organic Chemistry Laboratory II

Additional laboratory application of techniques used in experimental organic chemistry. Prerequisite: CHEM 2123 and credit or concurrent enrollment in CHEM 2325. Lab 3, Cr 1

CHEM 2323 Organic Chemistry I

Study of the structure, properties, preparations and reactions of aliphatic and aromatic compounds, stereo chemistry, reaction mechanisms, and the use of spectroscopic techniques are included. Prerequisite: CHEM 1312 and CHEM 1112. Lec 3, Cr 3

CHEM 2325 Organic Chemistry II

Continuation of CHEM 2323. Includes a brief introduction to the chemistry of polymers, fats, carbohydrates, amino acids and proteins. Prerequisite: CHEM 2323. Lec 3, Cr 3

CHEM 3103 Biochemistry Laboratory I

Laboratory work consists of selected experiments in biochemistry with special emphasis on the chemical interpretation of the structure and function of biological macromolecules. Prerequisite: CHEM 2123, 2125, 2323, 2325, and concurrent enrollment in CHEM 3303. Lab 3, Cr 1

CHEM 3105 Analytical Laboratory

Laboratory methods in analytical chemistry, including quantitative separation techniques, electrochemistry, and absorption spectroscopy. Prerequisite or concurrent enrollment: CHEM 3305 Lab 4, Cr 1

CHEM 3110 Physical Chemistry Lab I
The use of modern instrumentation to illustrate physical chemical techniques used to study electrochemistry, molecular structure, calorimetry, and thermodynamics. Prerequisite or concurrent enrollment: CHEM 3310. Lab 3, Cr 1

CHEM 3112 Physical Chemistry Lab II
The use of modern instrumentation to illustrate physical chemical techniques used to study macromolecules, chemical kinetics, properties of gases, spectroscopy and photochemistry. Prerequisite or concurrent enrollment: CHEM 3305. Lab 3, Cr 1

CHEM 3301 Inorganic Chemistry
An introductory study of the elements other than carbon and their compounds based on the periodic classification and certain related theoretical concepts explaining structure and reactivity. Prerequisite: CHEM 1112, 1312. Lec 3, Cr 3

CHEM 3303 Biochemistry I
Study of the chemical properties of the biomolecules: amino acids, proteins, enzymes, carbohydrates, lipids, nucleic acids, and coenzymes, metabolic energy, the biosynthesis of informational molecules, such as DNA and RNA, will also be discussed. Prerequisite: CHEM 2323, 2123. Lec 3, Cr 3

CHEM 3304 Biochemistry II
A detailed study of the design, integration and control of metabolism. Hormone action and the regulation of gene expression. Prerequisite: CHEM 3303. Lec 3, Cr 3

CHEM 3305 Analytical Chemistry
Modern analytical chemistry, including separation methods and quantitative chemistry, introduction to methods of analytics in electrochemistry, absorption and emission spectroscopy. Prerequisite: CHEM 1312, 1112, Junior standing, and registration for CHEM 3105. Lec 3, Cr 3

CHEM 3306 Chemical Literature
This course is designed to provide students with a working knowledge of the chemical literature. Students will learn how to obtain information using the libraries in the university system under the supervision of a faculty member in the Physical Sciences Department. Prerequisite: Junior standing in chemistry or consent of the instructor. Lec 3, Cr 3

CHEM 3310 Physical Chemistry I
Study of the classical thermodynamics including applications to gases, liquids, solutions and phase equilibria, ionic equilibria, and electrochemistry. Prerequisite: MATH 2314, PHYS 1302, CHEM 1312. Lec 3, Cr 3

CHEM 3312 Physical Chemistry II
Fundamentals of quantum mechanics, chemical bonding spectroscopy, photochemistry, chemical kinetics, kinetic theory of gases and the transport of both gas and liquid phases. Prerequisite: CHEM 3310. Lab 3, Cr 3

CHEM 4105 Instrumental Methods of Analysis Laboratory
Introduction to use of electrical and optical measurements in chemical analysis. Interpretation of infrared, ultraviolet, nuclear magnetic resonance, and mass spectra. Prerequisite: CHEM 3305 and CHEM 3105. Lab 4, Cr 1

CHEM 4110 Chemical Seminar
Students are expected to research a current chemical topic, previously approved by a faculty member in the Physical Sciences Department, and to present it in a formal seminar to fellow students and faculty members. Prerequisite: Senior standing in chemistry or consent of the professor. Lec 3, Cr 3

CHEM 4305 Instrumental Methods of Analysis
Introduction to the theory and practice of optical and electro-analytical methods of analysis. Interpretation of infrared, ultraviolet, nuclear magnetic resonance, and mass spectra. Prerequisite: CHEM 3305 and CHEM 3105. Lab 3, Cr 3

CHEM 4320 Chemistry Problems
An individual introduction to research which involves both laboratory and library work. Students will work under the direct supervision of a faculty member on a chemistry topic of mutual interest. Prerequisite: Student must have completed 6 hours of advanced chemistry and consent of the professor. Lec 1, Lab 6, Cr 3

CHEM 4404 Selected Topics in Biochemistry
In depth discussion of biochemical topics with emphasis on up to date developments in this field. It also includes the study of contemporary biochemical techniques. Prerequisite: CHEM 3304 and CHEM 3103. Lec 3, Lab 3, Cr 4

CHEM 4412 Selected Topics in Physical Chemistry
An advanced course in physical chemistry that includes computational chemistry, molecular modeling and molecular dynamics. Prerequisite: CHEM 3312, CHEM 3112. Lec 3, Lab 3, Cr 4

CHEM 4423 Selected Topics in Organic Chemistry
Advanced study of reaction mechanisms and synthesis design. Also includes theory and practice of structure determination. Prerequisite: CHEM 2325, CHEM 2125. Lec 3, Lab 3, Cr 4

Child Care and Development (CDEC)

CDEC 1313 Curriculum Resources for Early Childhood Programs

This course is composed of fundamentals of early childhood education focusing on curriculum design, developmentally appropriate practices, types of programs, historical perspectives, ethics, and current issues from the National Association for the Education of Young Children. Lec 3, Cr 3

CDEC 1318 Nutrition, Health and Safety
This course is a study of nutrition, health, safety, and related activities, including skill development in management of issues, guidelines and practices in nutrition, as well as community health, hygiene, safety, and legal implications. Integration of these principles can be applied to a variety of settings. Lec 3, Cr 3

CDEC 1319 Child Guidance
This course is an exploration of common behavior problems of young children in an early childhood setting. It puts emphasis on positive guidance techniques for effective behavior management and practical application through direct participation in an early childhood setting. Lec 2, Lab 8, Cr 3

CDEC 1354 Child Growth and Development
This course is a study of the principles of normal child growth and development from conception to adolescence. Focus is placed on physical, cognitive, social, and emotional domains of development. Lec 3, Cr 3

CDEC 1356 Emergent Literacy for Early Childhood
This course is an exploration of principles, methods, and materials for teaching young children language and literacy through a play-based integrated curriculum. Lec 3, Cr 3

CDEC 1357 Math and Science for Early Childhood
This course is an exploration of principles, methods, and materials for teaching young children mathematics and science through discovery and play. Prerequisite: CDEC 1319. Lec 1, Lab 5, Cr 3

CDEC 1358 Creative Arts for Early Childhood
This course is an exploration of principles, methods, and materials for teaching young children movement, music, visual arts, and dramatic play through the process-oriented experiences to support divergent thinking. Prerequisite: CDEC 1319. Lec 1, Lab 5, Cr 3

CDEC 1359 Children with Special Needs

This course is a survey of information regarding children with special needs including possible causes and characteristics of exceptionalities, educational interventions, available resources, referral processes, parental involvement and the advocacy role in legislative issues. Lec 3, Cr 3

CDEC 1396 Special Topics in Administration of Programs for Children

This course deals with topics addressed recently, identified current events, skills, knowledge, and/or attitudes and behaviors pertinent to the technology or occupation and relevant to the professional development of the student. Lec 3 Cr 3

CDEC 1467 Practicum (or Field Experience)— Child Development and Early Childhood

This course gives practical general training and experiences in the workplace. The college, along with the employer, develop and document an individualized plan for the student. The plan relates the workplace training and experiences to the student's general and technical course of study. These guides of external experiences may be for pay or no pay. The student will also develop a Child Development Associate Professional Resource File. Prerequisite: CDEC 1319. Lec 1, Lab 15, Cr 4

CDEC 2321 The Infant and Toddler

This course is a study of appropriate infant and toddler (birth to 3 years) programs, including an overview of development, quality care-giving routines, appropriate environments, materials and activities, and teaching/guidance techniques. Lec 3, Cr 3

CDEC 2326 Administration of Programs for Children I

This course is a practical application of management procedures for early care and education programs, including a study of operations, supervising, and evaluating programs. Topics include philosophy, types of programs, policies, physical management, regulations, staffing, evaluation, and communication. Lec 3, Cr 3

CDEC 2328 Administration of Programs for Children II

This course is an in-depth study of the skills and techniques in managing early care and education programs, including legal and ethical issues, personnel management, team building, leadership, conflict resolution, stress management, advocacy professionalism, fiscal analysis and planning parental/partnerships, and technical applications in process. Lec 3, Cr 3

CDEC 2341 The School Age Child

This course is a study of appropriate age (5 to 13 years) programs, including overviews of development, appropriate environments, materials and activities, and teaching/guidance techniques. Lec 3, Cr 3

CDEC 2587 Internship - Early Childhood Provider/Assistant

This course gives advanced students experience external to the college in a specialized field involving a written agreement between the educational institution and a business or industry. Mentored and supervised by a workplace employee, the student achieves objectives that are developed and documented by the college and that are directly related to specific occupational outcomes. This may be a paid or unpaid experience. This course may be repeated if topics and learning outcomes vary. Prerequisite: CDEC 1319, CDEC 1467, CDEC 1357, CDEC 1358. Lec 1, Lab 20, Cr 5

Communication (COMM)

COMM 1129 Publications Laboratory

Supervised work as a member of the university newspaper staff. The student is expected to learn editing and makeup. A student may register for this course each semester, with a maximum of four semester hours. Prerequisite or concurrent enrollment: COMM 2311, 2315. Lab 3, Cr 1

COMM 1335 Introduction to Television

The study of the development, regulation, economics, social responsibilities and industry practices in broadcasting and cable communication, non-broadcast television, new technology, and other communication systems. Lec 3, Cr 3

COMM 2303 Survey of Recording Techniques

An Introduction into audio recording including the nature of sound, operation of recording equipment, session procedures, studio techniques, recording techniques, and sound reinforcement for live performances. Prerequisite: READ 0301 or appropriate assessment. Lec 3, Cr 3

COMM 2311 News Gathering and Reporting I

Theory and practice of news gathering and writing with emphasis on effective writing. Assignments cover general news, interviews, speeches, meetings, and other fields of activity. Concurrent enrollment: COMM 1129. Lec 3, Cr 3

COMM 2315 News Gathering and Reporting II

A continuation of COMM 2311, with emphasis on further developing news gathering and reporting skills. Reports about speeches, interviews, meetings, as well as other types of reportorial writing are assigned. Prerequisite: COMM 2311. Concurrent enrollment: COMM 1129. Lec 3, Cr 3

COMM 2324 Studio Technology I

Students will produce, engineer, mix, setup, and perform in actual recording sessions. Samples for portfolios may be acquired. Prerequisite: MUSI 2373. Lec 1, Lab 4, Cr 3

COMM 2325 Studio Technology II

Continuation of COMM 2324. Lec 1, Lab 4, Cr 3

COMM 2331 Radio and TV Announcing

Study of voice, diction, pronunciation, phonetics, and delivery in various types of announcing. Lec 3, Cr 3

COMM 2373 Basic Recording Technique

A continuation and intensive study of materials presented in MUSI 2303. Prerequisite: MUSI 2303. Lec 3, Cr 3

COMM 3316 Intercultural Communication

Study of the symbolic and relativistic nature of culture and the resultant problems in attempting to communicate meaning across cultural lines. Lec 3, Cr 3

Computer Information Systems (TCIS)

See TCIS computer Information Systems

Computer Science (COSC)

COSC 1305 Computer Systems

An introduction to the primary components of a business computer system and to the primary application software packages used to increase business productivity. These topics are reinforced with microcomputer laboratory exercises. Students are required to attend scheduled lab beyond lecture sessions. Prerequisite: MATH 0322 with grade of "C" or better, or 17 in the ACT math area. Lec 3, Cr 3

COSC 1310 Computer Literacy

A descriptive introduction to the organization and use of computers in the modern age: Computer as a tool for acquiring, representing, distributing, and processing information. Organization of computers and their different components. Concepts of hardware, software, algorithms, processes, languages, operating systems, database systems, systems analysis and design, data communications, multiprocessing and distributed processing. Students

learn the application of computer-based information through projects involving word processing, databases, spreadsheets, file-handling, and general novice programming. Students are required to attend scheduled lab beyond lecture sessions. Prerequisite: MATH 0322 with a grade of "C" or better, or 17 on the ACT math area. Lec 3, Cr 3

COSC 1317 Fortran Programming

A programming intensive course involving fundamental characteristics of digital computers and algorithms concerning general applications geared toward scientific and/or engineering concepts. Examples of algorithms cover topics from scientific and engineering fields. Prerequisite: MATH 1314. Lec 3, Lab 1, Cr 3

COSC 1418 Programming Structures I (Formerly COSC 1318)

A programming intensive course in which a high level language, such as Pascal or C, introduces the student to the design, testing, debugging and implementation of algorithms. Examples of algorithms taken include data structures based on records and arrays, and cover the relevant topics from numerical methods and the field of business. Concepts of compilation, time-sharing, batch and interactive processing, subroutines, library functions, and syntax & semantics of a programming language are introduced. This course satisfies the computer literacy requirement. Cannot receive credit for both COSC 2300 and COSC 1318. Prerequisite or concurrent enrollment: MATH 1314 and a college-level literacy course. Lec 3, Lab 3, Cr 4

COSC 2312 Foundations of Computer Science

The student is introduced to number systems and applied Boolean algebra relevant to the design of computer hardware. Introduction to machine architecture and assembly language. Classical and modern aspects of programming languages and the relationship of formal languages with their grammars are studied. Credit may only be awarded for COSC 2310 and COSC 2320 or COSC 2312. Prerequisite or concurrent enrollment: MATH 1314 and a college-level literacy course. Lec 3, Cr 3

COSC 2314 Computer System Tools

Students are familiarized with modern computer system tools via several team projects. The topics may include databases, spreadsheets, multimedia, 4GLs, and presentation graphics. Prerequisite: MATH 1314 and a college-level literacy course. Lec 2, Lab 2, Cr 3

COSC 2316 Multimedia and Web Design

This course focuses on the design of multimedia programs and WEB applications using languages such as JAVA and HTML. The course will develop the student's skills in developing multimedia applications integrated with WEB designs through the use of programming languages. Prerequisite: COSC 1305, COSC 1310 or COSC 2314. Lec 3, Cr 3

COSC 2318 Programming Structures II

A programming intensive course to deepen the concepts of data structures such as queues, stacks, trees, lists, tables, user-defined structures/records, files, and Input/Output. Programming style leading to modularity, reusability and documentation of procedures is practiced. Recursive and non-recursive algorithms error detection and recovery, program testing and their performance evaluation are put into practice via several projects of moderate complexity. Examples of algorithms taken cover relevant topics from numerical methods and the field of business. Prerequisite: COSC 1318. Cannot receive credit for both COSC 3300 and COSC 2318. Lec 3, Cr 3

COSC 3310 Systems Programming and Concurrent Processes

This assembly language intensive course introduces the student to structure of computer systems and machine language and operating systems. Concurrent processes are introduced in terms of process synchronization and communication. Prerequisite: COSC 1318. Cannot receive credit for both COSC 3334 and COSC 3310) Lec 3, Cr 3

COSC 3325 Digital Logic and Computer Organization
Combinational and sequential logic (reinforced by several lab projects) are studied leading to the design of a processor. Hardware description languages in conjunction with hardware/microprogramming controllers are studied. Prerequisite: COSC 1318 and COSC 2312 (or concurrent enrollment). (Cannot receive credit for both COSC 3320 and 3325.) Lec 3, Cr 3

COSC 3330 Networking and Database Management

A modern operating system is used to enable students to perform exercises in multitasking, distributed DBMS, networking, and user interfaces. Computer networking and network programming, and concepts of computer graphics are introduced. Prerequisite or concurrent enrollment: COSC 2318. Lec 3, Cr 3

COSC 3345 Data and Information Structures

Concepts of creating, storing, retrieving, ordering, and manipulation of data structures are introduced via programming intensive projects. Formal specification of data structures in programming languages is studied in depth. Algorithms used are analyzed for their space and time complexity. This course satisfies the computer science requirement for Math majors. Students majoring or minoring in both Mathematics and Computer Science cannot receive dual credit for this course. Prerequisite: COSC 1318 with a grade of "C" or better (credit may only be awarded for COSC 3333, COSC 3345, or COSC 4340.) Lec 3, Cr 3

COSC 3355 Principles of Programming Languages

Theory of programming languages is dealt with: Syntax and semantics of a language, scoping, binding, storage allocation, procedures and data objects, data-directed programming, object-oriented programming, and other modern programming concepts. Prerequisite: COSC 1318, COSC 2318 (recommended). (Cannot receive credit for both COSC 3336 and COSC 3355.) Lec 3, Cr 3

COSC 3380 Special Topic

A special topic will be covered in this course at the junior level. Different sections may cover different topics in a semester. Under special topics, courses related to new developments in the area of computer science will be offered. Lec 3, Cr 3

COSC 4190 Senior Project

Students will develop a portfolio that will be a combination of a minimum of three previous projects submitted in advanced courses and give a presentation to a faculty committee. Prerequisite: Students must complete a minimum of twenty-seven hours in Computer Science. Lab 3, Cr 1

COSC 4300 Compiler Construction

Different phases of compiler construction are studied: lexical, syntax, semantics, and code generation. Projects leading to the complete construction of a compiler for a miniset of a language are given. Prerequisite: COSC 1318, COSC 2312. (or concurrent enrollment). Lec 3, Cr 3

COSC 4310 Operating Systems

The student is familiarized with the services common to most operating systems. Issues in CPU scheduling, concurrent processes, deadlocks, memory management, file management, and distributed systems are dealt with. Students are given relevant projects to support the theoretical aspects learned in class. Prerequisite: COSC 1318. (Cannot receive credit for both COSC 4331 and 4310.) Lec 3, Cr 3

COSC 4313 Computer Networking

Computer networks are presented via seven distinct layers: physical, data link, network, transport, session, presentation, and application layer. Hardware and protocols used at different layers and in different networks are studied in detail. Different existing networks are studied as examples in every layer. Prerequisite: COSC 1418, COSC 3330. Lec 3, Cr 3

COSC 4330 Computer Graphics

The student is familiarized with structured graphical objects. The algorithms for transforming, clipping, and projecting objects are put into practice via

several projects. Hidden line/surface removal, shading/lighting models, and the problem of aliasing are studied. Prerequisite: COSC 1318, MATH 1316, and MATH 1348. Lec 3, Cr 3

COSC 4332 Graphical User Interfaces

Simple and compound classes, page and page selector classes, animation and pop up classes, configuration and deriving of new objects, application interface, overall design, and machine dependencies are studied. Application-oriented graphical user interfaces are built. Prerequisite: COSC 2318. Lec 3, Cr 3

COSC 4340 File Structures

Students are introduced to physical data representation, structure and processing of files, partitioned organization, searching, sorting, merging and other file operations, indexing and hashing, and B-trees. Prerequisite: COSC 1318. (Credit may only be awarded for COSC 3333, COSC 3345, or COSC 4340.) Lec 3, Cr 3

COSC 4342 Database Management Systems

Data abstraction and models, entity-relationship model, relational model, formal and commercial query languages, network and hierarchical data models, relational database design, file and system structure, indexing and hashing, query processing, and concurrency control are studied. Prerequisite: COSC 1418, COSC 3330. (Cannot receive credit for both COSC 3335 and COSC 4342.) Lec 3, Cr 3

COSC 4346 Systems Analysis and Design

The scope of systems analysis, systems investigation and analysis, input and output design, storage devices, file organization, sorting and merging, factors affecting file design, system design, the program specifications, design strategy, and financial applications are studied. Prerequisite: COSC 1318. (Cannot receive credit for both COSC 3337 and 4346.) Lec 3, Cr 3

COSC 4360 Numerical Methods

The topics include root finding, interpolation and numerical differentiation, polynomial interpolation, estimating derivatives, numerical integration, systems of linear equations, approximation by spline functions, and smoothing of data. This course satisfies the computer science course requirements toward a major in mathematics. Prerequisite: COSC 1318 with a grade of "C" or better and MATH 2314 or consent of instructor. (Cannot receive credit for both COSC 3350 and COSC 4360.) Lec 3, Cr 3

COSC 4380 Special Topic

A special topic will be covered in this course at the senior level. Different sections may cover different topics in a semester. Under special topics, courses related to new developments in the area of computer science will be offered. Lec 3, Cr 3

Criminal Justice (CJSA, CRIJ)

CJSA 2388 Criminal Justice External Learning Experience

Provides the student with real-world experience, problem solving, and practitioner supervision in criminal justice agencies related to the interest of the student. Students are required to work for a minimum of 112 hours during the semester, must submit weekly activity logs, and meet with the intern coordinator weekly. Lec 1, Lab 7.5, Cr 3

CRIJ 1301 Introduction to Criminal Justice

Provides an overview of the history and philosophy of criminal justice and ethical considerations; defines crime and its nature and impact; provides an overview of the criminal justice system, law enforcement, the court system, prosecution and defense, the trial process, and corrections. Lec 3, Cr 3

CRIJ 1306 The Courts and Criminal Procedures

Presents the judiciary in the criminal justice system, including the right to counsel, pretrial release, grand juries, the adjudication process, types and rules of evidence, and sentencing. Lec 3, Cr 3

CRIJ 1307 Crime in America

Introduces American crime problems in historical perspective; social and public policy factors affecting crime; the impact of crime; crime trends; social characteristics of specific crimes; and prevention of crime. Lec 3, Cr 3

CRIJ 1310 Fundamentals of Criminal Law

Presents the nature of criminal law and its philosophical and historical development; major definitions, concepts and classifications of crime; elements of crimes and penalties, using Texas statutes as illustrations; criminal responsibility. Lec 3, Cr 3

CRIJ 2301 Community Resources in Corrections

Introduces the role of community corrections, including community programs for adults and juveniles, administration of community programs, legal issues, and future trends in community treatment. Prerequisite: ENGL 1302 with a grade of "C" or better. Concurrent enrollment will be accepted with approval of instructor. Lec 3, Cr 3

CRIJ 2313 Correctional Systems and Practice

Introduces corrections in the criminal justice system; organization of correctional systems; correctional role; institutional operations; alternatives to institutionalization, treatment and rehabilitation, and current and future issues. Prerequisite: ENGL 1302 with grade of "C" or better. Concurrent enrollment will be accepted with approval of instructor. Lec 3, Cr 3

CRIJ 2314 Criminal Investigation

Introduces investigative theory, collection and preservation of evidence, sources of information; interview and interrogation; uses of forensic sciences; case and trial preparation. Prerequisite: ENGL 1302 with grade of "C" or better. Concurrent enrollment will be accepted with approval of instructor. Lec 3, Cr 3

CRIJ 2322 Juvenile Justice System

Provides an overview of the juvenile justice system in the United States, including theories of juvenile delinquency, justice system policy toward juvenile offenders, the structure of juvenile courts, juvenile detention, and juvenile rehabilitation efforts; emphasis will be placed on understanding and applying the Texas Family Code, Title III to juveniles processed through Texas juvenile courts. Prerequisite: ENGL 1302 with grade of "C" or better. Concurrent enrollment will be accepted with approval of instructor. Lec 3, Cr 3

CRIJ 2328 Police Systems and Practices

Presents the police profession, the organization of law enforcement systems, the police role, police discretion and ethics, police community interaction, and current and future issues. Prerequisite: ENGL 1302 with grade of "C" or better. Concurrent enrollment will be accepted with approval of instructor. Lec 3, Cr 3

CRIJ 3302 Current Literature & Research in Criminal Justice

Reviews current literature and examines selected problems affecting the criminal justice system; offers instruction in steps involved in the scientific approach to problem solving; discusses research techniques and paper writing and applications or research in criminal justice. Prerequisite: Six hours of sophomore English. Concurrent enrollment will be accepted with approval of instructor. Lec 3, Cr 3

CRIJ 3303 Nature of Crime

Provides an overall perspective of the crime problem with special emphasis given to philosophical and theoretical ideas pertaining to crime and its control, including examining of the victim and criminal typologies. Prerequisite: Six hours of sophomore English. Concurrent enrollment will be accepted with approval of instructor. Lec 3, Cr 3

CRIJ 3314 Public and Private Security

Studies of security measures taken by industry, retail stores, private policing agencies, military services, and the United States Government, distinguishing between law enforcement and security responsibilities. Prerequisite: Six hours of sophomore English. Concurrent enrollment will be accepted with approval of instructor. Lec 3, Cr 3

CRIJ 3315 Legal Aspects of Evidence

Critically examines the legal controls on police officers, with special attention to current court decisions related to such issues as arrest, search and seizure, confessions, wiretapping and eavesdropping, right to counsel, and self-incrimination. Focuses on issues relating to elements of proof for major criminal offenses. Presents an understanding of the concepts of reasonable suspicion and probable cause which direct and control police responses to crime situations. Prerequisite: Six hours of sophomore English. Concurrent enrollment will be accepted with approval of instructor. Lec 3, Cr 3

CRIJ 3331 Legal Aspects of Corrections

Legal problems and principles from conviction to release, including consideration of convictions, imprisonment, sentencing, conditional release, post conviction procedures, prisoners' rights, probationers' rights, and validity of conviction. Prerequisite: Six hours of sophomore English. Concurrent enrollment will be accepted with approval of instructor. Lec 3, Cr 3

CRIJ 3341 Probation and Parole

The philosophy, history and principles of probation, parole and other community-based treatment programs, the philosophy of punishment and rehabilitation, trends, practices and current research in probation and parole, including methods of analysis, selection and prediction. Prerequisite: Six hours of sophomore English. Concurrent enrollment will be accepted with approval of instructor. Lec 3, Cr 3

CRIJ 3345 Correctional Administration

Fundamental concepts of management, organization, and administration as specifically applicable to correctional institutions, field services, and community-based corrections. Prerequisite: Six hours of sophomore English. Concurrent enrollment will be accepted with approval of instructor. Lec 3, Cr 3

CRIJ 4301 Practicum-Field Experiences

Teaches job interview techniques and resume writing and requires placement in a criminal justice (or related) agency for on-the-job training for a minimum of 120 hours. Students are evaluated by agency critiques, daily logs, and a weekly meeting with the intern coordinator. Prerequisite: Six hours of sophomore English. Concurrent enrollment will be accepted with approval of instructor. Lec 3, Cr 3

CRIJ 4311 Advanced Police Organization and Administration

In-depth discussion of organizational and administrative theory, comparative discussion of philosophies utilized in business and public administration with potential relationships to police organizations, and the methodology of societal trends affecting criminal justice administration. Prerequisite: Six hours of sophomore English. Concurrent enrollment will be accepted with approval of instructor. Lec 3, Cr 3

CRIJ 4312 Principles of Law Enforcement Supervision

Examines the principles involved in law enforcement supervision, principles of leadership, psychology involved in handling grievances and in building morale, duties and responsibilities of command level personnel, law enforcement budgeting procedures, supervisory problems and responsibilities relating to discipline, and internal affairs investigations. Prerequisite: Six hours of sophomore English. Concurrent enrollment will be accepted with approval of instructor. Lec 3, Cr 3

CRIJ 4313 Seminar of Issues in Law Enforcement

Analyses and discusses contemporary issues in policing with particular attention to current developments, service delivery, and the changing police role; integration established scientific knowledge with practical police experiences in various areas of policing. Prerequisite: Six hours of sophomore English. Concurrent enrollment will be accepted with approval of instructor. Lec 3, Cr 3

CRIJ 4341 Correctional Casework and Counseling

Examines the role and techniques of casework in corrections with emphasis on integrating casework and counseling responsibilities and procedures. The

course includes examining of therapy techniques and processes in various correctional settings and studying of service delivery programs tailored to the specific needs of correctional clients. Prerequisite: Six hours of sophomore English. Concurrent enrollment will be accepted with approval of instructor. Lec 3, Cr 3

CRIJ 4343 Seminar of Issues in Corrections

Analyses and discusses contemporary correctional systems, including discussion of recent research concerning correctional institutions and various corrections field services. Emphasis is given to administrative and treatment concerns in corrections. Prerequisite: Six hours of sophomore English. Concurrent enrollment will be accepted with approval of instructor. Lec 3, Cr 3

CRIJ 4361 International Study of Crime and Justice

Studies criminal justice programs and institutions outside of the United States through in-country visitations supplemented by assigned readings, papers, discussion, and dialogue with leading in-country criminal justice personnel. The course permits students to obtain a realistic comparative study of criminal justice in countries other than the United States through first hand experiences. Prerequisite: Six hours of sophomore English. Concurrent enrollment will be accepted with approval of instructor. Lec 3, Cr 3

CRIJ 4362 Special Topics in Criminal Justice

Gives advanced undergraduate students the academic flexibility and opportunity to study contemporary issues in crime and criminal justice. May be retaken once for credit upon approval of the department chair. Prerequisite: Six hours of sophomore English. Concurrent enrollment will be accepted with approval of instructor. Lec 3, Cr 3

CRIJ 4370 Senior Seminar in Criminal Justice Policy Issues

Provides a capstone course for criminal justice students nearing the completion of the baccalaureate degree (over 100 SCH). This course is designed to explore current criminal justice policy issues from individual student interest and integrate Material learned in the criminal justice curriculum, transcending the parochial view of the crime phenomenon from an agency perspective (police, courts, juvenile justice, and corrections). This course allows the student to explore topical criminal justice policy issues as they effect each agency, from the micro to the macro perspectives and to assess the intended and unintended consequences of criminal justice policies throughout the system and society. Prerequisite: Six hours of sophomore English. Concurrent enrollment will be accepted with approval of instructor. Lec 3, Cr 3

Dance (DANC)

DANC 1241 Ballet I

Introduction to technique, theory and vocabulary of classical ballet. Previous ballet experience necessary. Lab 3, Cr 2

DANC 1242 Ballet II

A continuation of DANC 1341. Prerequisite: DANC 1241 or equivalent skills. Lab 3, Cr 2

DANC 1251 Theatre Dance I

An introduction to all aspects of theater dance. Emphasis on technique and vocabulary leading to skills in performing jazz, tap, modern, character, and folkloric dance. Previous dance experience necessary. Lab 3, Cr 2

DANC 1252 Theatre Dance II

A continuation of DANC 1351. Prerequisite: DANC 1241 or equivalent skills. Lab 3, Cr 2

DANC 2241 Ballet III

A continuation of DANC 1342. Prerequisite: DANC 1242 or equivalent skills. Lab 3, Cr 2

DANC 2242 Ballet IV
A continuation of DANC 2241. Prerequisite: DANC 2241 or equivalent skills. Lab 3, Cr 2

DANC 2251 Theatre Dance III
A continuation of DANC 1352. Prerequisite: DANC 1252 or equivalent skills. Lab 3, Cr 2

DANC 2252 Theatre Dance IV
A continuation of DANC 2251. Prerequisite: DANC 2251 or equivalent skills. Lab 3, Cr 2

Diesel Mechanics (DEMR)

DEMR 1413 Fuel Systems
In-depth coverage of fuel injector pumps and injection systems with emphasis on rebuilding and calibration. Lec 2, Lab 6, Cr 4

DEMR 1423 Heating, Ventilation, and Air Conditioning (HVAC) Troubleshooting and Repair
Introduction to heating, ventilation, and air conditioning theory, testing, and repair. Emphasis on refrigerant reclamation, safety procedures, specialized tools, and repairs. Lec 2, Lab 6, Cr 4

DEMR 1491 Special Topics in Diesel Engine Mechanics and Repairer
Topics address recently identified current events, skills, knowledge, and/or attitudes and behaviors pertinent to the technology or occupation and relevant to the professional development of the student. Lec 3, Lab 4, Cr 4

DEMR 1505 Basic Electrical Systems
An introduction to the basic principles of electrical systems of diesel powered equipment with emphasis on starters, alternators, batteries, and regulators. Lec 3, Lab 6, Cr 5

DEMR 1506 Diesel Engine I
An introduction to the basic principles of diesel engines and systems. Lec 3, Lab 6, Cr 5

DEMR 1510 Diesel Engine Testing and Repair I
An introduction to testing and repairing diesel engines including related systems specialized tools. Lec 3, Lab 6, Cr 5

DEMR 1516 Basic Hydraulics
Fundamentals of hydraulics including components and related systems. Lec 3, Lab 6, Cr 5

DEMR 1521 Power Train I
Introduction to fundamentals, repair, and theory of power trains including clutches, transmissions, drive shafts, and differentials. Emphasis on inspection and repair. Lec 3, Lab 6, Cr 5

Drafting (DFTG)

DFTG 1405 Technical Drafting
Introduction to the principles of drafting to include terminology and fundamentals, including size and shape descriptions, projection methods, geometric construction, sections, auxiliary views, and reproduction processes. Lec 3, Lab 3, Cr 4

DFTG 1409 Basic CAD
An introduction to basic computer-aided drafting. Emphasis is placed on drawing setup, creating and modifying geometry, storing and retrieving predefined shapes, placing, rotating, and scaling objects, adding text and dimensions, using layers and coordinate systems, input and output devices. Lec 3, Lab 3, Cr 4

DFTG 1417 Architectural - Residential
Architectural drafting procedures, practices, and symbols, including preparation of detailed working drawings for residential structures with emphasis on light frame construction methods. Prerequisite: DFTG 1405, DFTG 1409. Lec 3, Lab 3, Cr 4

DFTG 1421 Architectural Illustration
Architectural drawing and sketching, including freehand drawing, perspectives, delineation in various media and development of students' graphical expression, including an introduction to various reproduction methods. Prerequisite: DFTG 1417. Lec 3, Lab 3, Cr 4

DFTG 1444 Pipe Drafting
A study of pipe fittings, symbols, specifications and their applications to a piping process system. This application will be demonstrated through the creation of symbols and their usage in flow diagrams, plans, elevations, and isometrics. Prerequisite: DFTG 1452. Lec 3, Lab 3, Cr 4

DFTG 1448 Topographical Drafting
A course in map drafting. Emphasis plotting of surveyors' field notes, plotting elevations, contour drawings, plan and profiles, and laying out traverses. Prerequisite: DFTG 1405, DFTG 1409, DFTG 1470. Lec 3, Lab 3, Cr 4

DFTG 1452 Intermediate CAD
A continuation of practices and techniques used in basic computer-aided drafting, emphasizing batched files, scripted files, customized program menus, and extracted attributes. Introduction to three-dimensional drafting. Prerequisite: DFTG 1405, DFTG 1409, DFTG 1470. Lec 3, Lab 3, Cr 4

DFTG 1454 Architectural - Commercial
Architectural drafting procedures, practices, and symbols including the preparation of detailed working drawings for a commercial building, with emphasis on commercial construction methods. Prerequisite: DFTG 1417. Lec 3, Lab 3, Cr 4

DFTG 1456 Descriptive Geometry
Examination of the graphical solution to problems involving points, lines, and planes in space. Prerequisite: DFTG 1405. Lec 3, Lab 3, Cr 4

DFTG 1458 Electrical/Electronics Drafting
A study of the principles of layout of electrical and electronic drawings, stressing modern representation used for block diagrams, schematic diagrams, logic diagrams, wiring/assembly drawings, printed circuit board layouts, motor control diagrams, power distribution diagrams, and electrical one-line diagrams. Prerequisite: DFTG 1452. Lec 3, Lab 3, Cr 4

DFTG 1470 Drafting Computations
This is a course in basic computational skills related to various drafting areas. The course covers discipline-specific elements of basic math, geometry, algebra, and trigonometry and includes using the calculator and the computer as problem-solving tools. Lec 3, Lab 3, Cr 4

DFTG 2366 Field Experience
This course allows for practical general training and experience in the workplace. The college, with the employer, develops and documents an individualized plan for the student. The plan relates the workplace training and experience to the student's general and technical course of study. Prerequisite: All DFTG courses through 1st Semester of Sophomore year

DFTG 2410 Structural Drafting
Discussion of detail drawings of structural shapes for fabrication with emphasis on framed and seated connectors and beam and column detailing. Designed to the standards of the American Institute of Steel Construction, including units on concrete detailing conforming to American Concrete Institute standards. Prerequisite: DFTG 1452. Lec 3, Lab 3, Cr 4

DFTG 2432 Advanced CAD
Exploration of the use of system customization for drawing production enhancement and the principles of data manipulation. Presentation of advanced applications, such as 3-D object creation and linking graphical entities to external nongraphic data. Prerequisite: DFTG 1452. Lec 3, Lab 3, Cr 4

DFTG 2436 CAD Programming
Emphasis on the productivity of CAD software through development of computer-aided drafting programs with emphasis on database design, access techniques, and structure methods with particular applications in engineering graphics. Prerequisite: DFTG 2432. Lec 3, Lab 3, Cr 4

DFTG 2448 Plane Surveying
Plane surveying includes use of surveying instruments, basic measuring procedures, vertical and horizontal control, and traverse closure. Prerequisite: DFTG 1448, DFTG 1452 Lec 3, Lab 3, Cr 4

Drama (DRAM)

DRAM 1310 Introduction to Theatre
Fundamentals of dramatic art, structural techniques, character analysis and interpretation, makeup, costuming, set design, construction, and lighting, and participation in plays. Lec 3, Lab 3, Cr 3

DRAM 1351 Introduction to Acting
Introductory study and analysis of acting, with emphasis on stage movement, spatial awareness, behavioral techniques, and character development. Lec 3, Lab 3, Cr 3

DRAM 2361 History of the Theatre
A study of the history of the theatre including critical review and analysis of selected plays from Greek antiquity to the present. Lec 3, Cr 3

Economics (ECON)

ECON 1303 Consumer Economics
The structure and function of the American economy as it affects the consumer. A survey of problems facing consumers including credit, insurance, investments, home ownership, renting, consumer protection, advertising, health care, and low-income consumers. Lec 3, Cr 3

ECON 2301 Macroeconomics
Introduction to national income analysis. Topics include an introduction to supply and demand analysis; the economic functions of government; the determinants of output, employment, and the general price level; national income accounting; classical, Keynesian and neoclassical models of the economy; the Federal Reserve; fiscal and monetary policy; the balance of payments; economic growth and development. Open only to students who have completed all required developmental courses in reading and/or writing as assessed by the University. Lec 3, Cr 3

ECON 2302 Microeconomics
Introduction to price theory. A detailed study of markets emphasizing the themes of efficiency and equity. Topics include elasticity, consumer behavior, the behavior of the firm under perfect and imperfect competition, government regulation, natural resources, labor, international trade, and the distribution of income and wealth. Open only to students who have completed all required developmental courses in reading and/or writing as assessed by the University. Lec 3, Cr 3

ECON 3352 Intermediate Microeconomic Theory
The theory of consumer demand and the theory of the firm. Supply and demand analysis, distribution theory and imperfect competition. Lec 3, Cr 3

ECON 4310 Comparative Economic Systems
The major types of economics will be described to show how different economic and social arrangements are used to achieve full employment, price stability, equitable income distribution, and economic growth. Lec 3, Cr 3

ECON 4345 North American Economic History
A survey of North American Economic growth and development from the pre-colonial era to the present. May be counted as ECON 4345 or HIST 4345. Lec 3, Cr 3

ECON 4359 History of Economic Thought
A survey is made of the entire field of economics. Pre-scientific, classical, and contemporary works are studied to understand the development of economic theory and its current direction and scope. Lec 3, Cr 3

Education - Curriculum and Instruction (EDCI)

EDCI 4301 Foundations of Education in a Multicultural Society

This course focuses on the principles of education and historical, philosophical, cultural, and legal foundations of education in a multicultural society. The course will stress the structure and function of local, state, and federal roles in education and the interplay of language, gender, ethnicity, exceptionalities, and diversity of the American educational system. Prerequisite: Admission to teacher education. Lec 3, Cr 3

EDCI 4302 Educational Psychology in the Elementary School

The principal focus of this course is on major theories of the teaching-learning process and human growth and development as they relate to the elementary school. It includes the effect of multicultural differences on teaching as well as the needs of special learners. Measuring and evaluating student achievement are examined. Lec 3, Cr 3

EDCI 4305 Instructional Planning & Curriculum Development

This field based course presents principles of curriculum organization and planning based on learners' needs. Students will design instruction to enable elementary students to reach educational goals and objectives. Long-range planning, lesson planning, and using instructional media and community resources are stressed. The scope, sequence and materials for teaching the elementary school curriculum are studied. Course requires 3 hour lab per week. Prerequisite: EDCI 4301 & 4302 and concurrent enrollment in EDCI 4306. Lec 3, Cr 3

EDCI 4306 Instructional Methodology & Classroom Management

This field based course focuses on teaching methods that emphasize practical application of teaching-learning theories and principles of classroom organization and discipline. Strategies for giving basic instructions and developing higher-level thinking skills are stressed. The scope, sequence, materials and methods for teaching the elementary school curriculum are studied. Course requires 3 hour lab per week. Prerequisite: EDCI 4301 & 4302 and concurrent enrollment in EDCI 4305. Lec 3, Lab 3, Cr 3

EDCI 4309 Content Area Methodologies

This course focuses on current methods of planning and teaching of elementary math, science and social studies curriculum. Emphasis is placed on an interdisciplinary approach to content area instruction. Through field-based experiences, students will gain expertise in unit and lesson planning, use of instructional materials and technology, and actual classroom instruction. Internship in the classroom is required. Prerequisite: EDCI 4302, EDCI 4305, EDCI 4306. Must be taken concurrently with SPED 4372. Lec 3, Lab 3, Cr 3

EDCI 4310 Student Teaching - ESL

This course must be taken by all undergraduate student teachers working toward an English-as-a-Second-Language endorsement for teaching in ESL programs. The course requires observation and teaching in a public school ESL classroom for 6 weeks full-time, Monday through Friday. This work is done under the direction of a fully certified teacher of the class to which the student is assigned. Periodic observations and evaluations are done by the course instructor. Weekly seminars and individual conferences are a required part of the course. Prerequisite: Approval by the Teacher Education Committee. Student must also be enrolled in EDCI 4311 or EDCI EDSC 4398.

EDCI 4311 Residency (Student Teaching)

This course consists of observation, limited participation in teaching, then full teaching responsibility in an elementary public school classroom to which the student is assigned. This work is done under the guidance of the teacher of the class and the supervision of a college professor who makes periodic observations and evaluations of the student's progress. Weekly seminars and individual conferences are required as part of the course. Students are in the public school classrooms all day, Monday through Friday, for six weeks. Students must be enrolled in an additional three hours of student teaching (EDCI 4310, 4312, EDSC 4398, or SPED 4313). Prerequisite: Approval by the Teacher Education Committee. Lec 1, Cr 3

EDCI 4312 Student Teaching - Early Childhood

This course consists of observation, limited participation in teaching, then full teaching responsibility in an early childhood classroom to which the student is assigned. This work is done under the guidance of the teacher of the class and the supervision of a college professor who makes periodic observations and evaluations of the student's progress. Seminars and individual conferences are required. Students are assigned to the public school classroom all day, Monday through Friday, for 12 weeks. Students must also be enrolled in EDCI 4311. Prerequisite: Approval by the Teacher Education Committee. Lec 1, Cr 3

EDCI 4315 Principles of Teaching Workshop for Elementary/Secondary Teachers

This workshop course is designed to give people entering teaching a theoretical and practical base for their introduction to teaching and for planning learning activities. Special permission must be given before enrollment in the course. Lec 3, Cr 3

EDCI 4320 Post Baccalaureate Internship: Elementary/Secondary

Supervised classroom teaching and seminars designed to relate to classroom teaching/learning experience to corresponding educational theory applicable to all educational levels. Prerequisite: Departmental approval.

EDCI 4321 Post Baccalaureate Internship: Elementary/Secondary

Supervised classroom teaching and seminars designed to relate to classroom teaching/learning experience to corresponding education theory applicable to all educational levels. Prerequisite: Departmental approval.

EDCI 4328 Methods and Techniques of Teaching Music in the Elementary Schools

This general music course provides an introduction to the following elementary music methods and approaches: Kodaly, Orff, Delacroze, Music memory, and CM (Comprehensive Musicianship). It also surveys the national standards in Music Education and the National Assessment of Music Education in the public schools. Prerequisite: Music 1308 and 1312. Lec 3, Cr 3

EDCI 4611 Student Teaching - Elementary

This course consists of observation, limited participation in teaching then full teaching responsibility in an elementary public school classroom to which the student is assigned. This work is done under the guidance of the teacher of the class to which the student is assigned and the supervision of a college professor who makes periodic observations and evaluations of the student's progress. Seminars and individual conferences are required. Students are assigned to the public school classroom every class day for one full semester. Prerequisite: Approval by the Teacher Education Committee. Lec 1, Cr 6

EDCI 4620 Internship Elementary/Secondary Schools

Full-time supervised classroom teaching with seminars designed to relate the classroom teaching/learning experience to corresponding educational theory. Applicable to both elementary and secondary majors. May not substitute for student teaching. Prerequisite: Baccalaureate degree and acceptance into the UTB/TSC Alternative Certification Program. Lec 1, Cr 6

EDCI 4621 Internship Elementary/Secondary Schools

Full-time supervised classroom teaching with seminars that relate the classroom teaching and learning experience to educational theory. Applicable to both elementary and secondary majors. May not substitute for student teaching. Prerequisite: EDCI 4620. Lec 1, Cr 6

Education - Early Childhood Education (EDEC)

Note for Undergraduate Early Childhood Courses: To be eligible to take any 3000 or higher level Early Childhood course, students must be admitted into the Teacher Education Program.

EDEC 4385 Growth and Development of Young Children (Formerly EDEC 4390)

Emphasis on developmental and growth characteristics from birth through the eighth year. Affective development, psychomotor development, social and emotional development. Cultural dynamics of family relationships and the family and school are emphasized. Observations, readings, lectures, class activities include day care as well as TEA accredited schools for pre-kindergarten and kindergarten children. Fifteen hours of field experience required. Lec 3, Cr 3

EDEC 4386 Basic Skills in Early Childhood Education: Foundations for Formal Learning (Formerly EDEC 4390)

The focus of the course is on informal experiences that prompt socio-emotional, linguistic growth, play, and parent involvement. First and second language acquisition will also be the focus of this course. Fifteen hours of field-experience will be required in addition to the 45 contact hours of classroom instruction. Prerequisite: EDEC 4385. Lec 3, Cr 3

EDEC 4387 Language, Creativity, and Self-Expression in Early Childhood (Formerly EDEC 4392)

Materials, equipment, supplies, and activities to be used with young children will be studied. Research and development theories will be addressed with special emphasis to language and culture. Materials in children's literature and fine arts will be developed. Developmental stages of language and dramatic play will be addressed. Fifteen hours of field-experience will be required in addition to the 45 contact hours of classroom instruction. Prerequisite: EDEC 4385, EDEC 4386. Lec 3, Cr 3

EDEC 4388 Play Theory and Development (Formerly EDEC 4393)

The role of the young child's play in promoting educative processes and the use of appropriate materials in instructional settings are examined. Cognitive interactionist, behavioral analysis and maturationist orientations will be stressed. Indoor and outdoor play environments will be examined with the respect to the child's developmental needs, interests and abilities. Prerequisite: EDEC 4385. Lec 3, Cr 3

EDEC 4389 The Environment and Early Childhood (Formerly EDEC 4391)

This course focuses on an examination of appropriate learning environments for young children. It includes the relationship between curriculum and the design by addressing issues of development, assessment, classroom guidance, interdisciplinary lesson planning, culture, language and special needs. Fifteen hours of field-experience will be required in addition to the 45 contact hours of classroom instruction. Prerequisite: EDEC 4385, EDEC 4386, EDEC 4387. Lec 3, Cr 3

EDEC 4395 Seminar and Practicum in Early Childhood Education (Formerly EDEC 4314)

Emphasis on integrating and using the knowledge and skills gained from all previous courses. Field experience in a TEA accredited Pre-K or kinder-

garten setting is required. At least 30 clock hours of field-experience are required. Classroom must reflect developmentally appropriate practices and inclusion models. Seminars will be held to guide students in reflective teaching strategies, use of portfolio assessment, and professional development. Prerequisite: EDEC 4385, 4386, 4387, 4388, 4389 (Only one course may be taken concurrently with Seminar and Practicum: EDEC 4395). Lec 3, Cr 3

Education – Curriculum and Instruction/Secondary (EDSC)

EDSC 4303 Understanding Learners and the Learning Environment (Formerly EDEC 4303)

The principal focus of this course is on major theories of the teaching-learning process and human growth and development as they relate to the middle school and high school learner. It includes the effect of cultural differences upon teaching as well as the needs of special learners. Measuring and evaluating student achievement are examined. Prerequisite: Admission to Teacher Education. Lec 3, Cr 3

EDSC 4329 Methods and Techniques of Teaching Music in the Secondary School

This course provides an introduction to basic choral literature for intermediate and secondary school choirs, small ensemble literature, solo vocal repertoire: jazz/show choir choreography, concert programming, sight reading methods, and texts. It also surveys the rules, regulations and competitions of the University Interscholastic League and the Texas Choral Directors Association. Prerequisite: Music 1308, 1312, 3289. Lec 3, Cr 3

EDSC 4374 The Secondary Curriculum

A conceptual and applied study of the secondary school curriculum. Initial emphasis will be on instructional planning, recent instructional trends and the various uses of technology and its effect on the curriculum. This course then provides the necessary knowledge and techniques to develop an effective assessment and evaluation program. Topics include the purpose and utility of educational measurement, methods of authentic assessment and the design of assessment tasks. A minimum of three hours of field experience is required. Prerequisite: EDCI 4301, EDSC 4303. Lec 3, Cr 3

EDSC 4375 Methods and Techniques of Teaching in the Secondary School (Formerly EDCI 4308)

This field based course focuses on the implementation of effective teaching techniques in individual and group settings at the secondary school. Emphasis is on developing a repertoire of teaching strategies using a variety of educational media and technology as well as an understanding of learning styles and multiple intelligences. A minimum of three hours of field experience per week is required. Prerequisite: EDCI 4301, EDSC 4303. Lec 3, Cr 3

EDSC 4377 Methods and Techniques of Teaching Art in the Secondary Schools

This course introduces the methods and techniques of presenting art materials at the secondary level including audiovisual technology and content including historical background, public school curriculum, philosophical implications, testing and evaluation. Prerequisite: ARTS 1304, 1312, 1316, 3381 and 3382

EDSC 4398 Student Teaching – Secondary II (Formerly EDCI 4398)

This course is designed to provide secondary school student-teaching experience for teacher education students seeking all-level certification. Student teachers seeking all-level certification will enroll in this course and EDCI 4311; secondary student teachers seeking Generic Special Education endorsement will enroll in this course and EDCI 4313. Prerequisite: Approval by the Teacher Education Committee. Lec 1, Cr 3

EDSC 4641 Student Teaching – Secondary (Formerly EDCI 4641)

Student teaching for Options I-one teaching field of 36 hours, Options II-two teaching fields of 24 hours each (except where one teaching field requires a special student teaching experience, i.e. Generic Special Education), Options III-one 36 hours broad-field teaching field, or Options IV-one 48 hour composite teaching field. Requires 12 weeks full-day student teaching in an approved, accredited school, and weekly seminars. Prerequisite: Approval by the Teacher Education Committee. Lec 1, Cr 6

EDSC 4676 Educational Experiences at the Secondary Level

This course allows students to synthesize learning, the code of ethics, history and philosophy of education and legal issues in education. Emphasis is also given to classroom management and motivation. This course will also focus on the characteristics and assessment requirements of students with special needs in an inclusive setting. Current issues dealing with the assessment of diverse learners will be addressed. A minimum of six hours of field experience per week is required. Prerequisite: EDCI 4301 and EDSC 4303, 4374, 4375. Lec 1, Cr 6

Electrical, Electronic and Communications Engineering Technology (EECT)

EECT 1367 Electronics Practicum I

Practical general training and experiences in the workplace. The college with the employer develops and documents an individualized plan for the student. The plan relates the workplace training and experiences to the student's general and technical course of study. The guided external experiences may be for pay or no pay. This course may repeat the practicum as EECT 2366 or EECT 2367 if topics and learning outcomes vary. Cr 3

EECT 2366 Electronics Practicum II

Practical general training and experiences in the workplace. The college with the employer develops and documents an individualized plan for the student. The plan relates the workplace training and experiences to the student's general and technical course of study. The guided external experiences may be for pay or no pay. Cr 3

EECT 2367 Electronics Practicum III

Practical general training and experiences in the workplace. The college with the employer develops and documents an individualized plan for the student. The plan relates the workplace training and experiences to the student's general and technical course of study. The guided external experiences may be for pay or no pay. Cr 3

EECT 2439 Communications Circuits

A study of communications systems with emphasis on amplitude modulation, frequency modulation, phase modulation, and digital pulse modulation. Discussion of several types of modulators, demodulators, receivers, transmitters, and transceivers. Cr 4

Electrical Engineering (ELET)

ELET 1410 Introduction to Electrical Technology

Introduction to principles of electricity, magnetism, and power, covering AC and DC circuits and properties. Basic circuit analysis and design techniques for digital logic circuits. Practice in fabrication and testing of electronic circuits and assemblies. Lec 3, Lab 3, Cr 3

ELET 2140 Electronic Engineering Technology Laboratory

Laboratory application of circuit design, testing, simulation, and components. Covers application of analog and digital theory. Emphasis on industrial control systems, fault diagnosis, trouble shooting, repair and design of systems. Corequisite: ELET 2330. Lec 3, Cr 1

ELET 2301 Electrical Systems Technology

Electrical circuits and machines, circuit elements, voltage, current and power. Elementary transients, poly-phase circuits. Types and characteristics of DC motors, AC motors and transformers. Prerequisite: ELET 1410. Lec 2, Lab 3, Cr 3

ELET 2330 Electronic Systems Technology

Electronic devices with applications in digital and analog circuits. Emphasis on modern industrial control systems, data acquisition and conversion, signal processing, basic circuits and instruments, measurements and feedback systems. Prerequisite: ELET 2301. Lec 3, Cr 3

ELET 3314 Instrumentation and Control

Computer-based instrumentation and control systems including transducers, sensors, signal conversion and conditioning, amplification, filtering and offsetting. Prerequisite: ELET 2330. Lec 2, Lab 3, Cr 3

ELET 3412 Introduction to Microprocessors

Architecture, hardware signals, instruction sets, addressing modes and assembly language programming on 16 and 32 bit processors. Topics include memory and serial and parallel I/O interfacing, wait state analysis, subroutine and interrupt processing. Prerequisite: ELET 2140. Lec 3, Lab 3, Cr 4

ELET 3413 Microprocessor Interfacing

Techniques for system development using microprocessors. Hardware interfacing and C language programming of microprocessor-based data acquisition and control systems. Prerequisite: ELET 3412. Lec 3, Lab 3, Cr 4

ELET 3431 Introduction to Telecommunications

Introduction to telecommunications principles including analysis of modulation and multiplexing, transmission media, switching techniques and modern communications models and standards. Prerequisite: ELET 2330. Lec 3, Lab 3, Cr 3

ELET 4423 Control Systems

Study of the classical closed-loop control systems. Major topics include Laplace and z-transforms, second order plants, compensation, proportional-integral-derivative control, continuous and discrete time domain analysis and design and computer-based design and analytical tools. Prerequisite: ELET 3414 Lec 3, Lab 3, Cr 4

ELET 4424 Power Distribution

General considerations in the transmission and distribution of electrical energy as related to power systems. Topics will also include survey of commercially-available components and systems, safety requirements and testing techniques. Prerequisite: ELET 2140. Lec 3, Lab 3, Cr 4

Electronics (CETT, CPMT, EECT, IEIR, INTC, LOTT, RBTC)

CETT 1321 E. Fabrication (CAPSTONE)

A study of electronic circuit fabrication techniques including printed circuit boards, wire wrapping, bread boarding, and various soldering techniques. Lec 0 Lab 3 Cr 3

CETT 1425 Digital Fundamentals

An entry-level course in digital electronics covering number systems, binary mathematics, digital codes logic gates, Boolean algebra, Karnaugh maps, and combinational logic. Emphasis on circuit logic analysis and troubleshooting digital circuits. Lec 3 Lab 4 Cr 4

CETT 1429 Solid State Devices

A study of diodes and bipolar semiconductor devices, including analysis of static and dynamic characteristics, bi techniques, and thermal considerations of solid state devices. Lec 3 Lab 4 Cr 4

CETT 1441 Solid State Circuits

A study of various semiconductor devices incorporated in their circuits and their applications. Emphasis on circuit construction, measurements and analysis. Lec 4 Lab 4 Cr 4

CETT 1445 Microprocessor

An introductory course in microprocessor software and hardware, its architecture timing sequence, operation, and programming, and discussion of appropriate software diagnostic language and tools. Lec 3 Lab 4 Cr 4

CEET 2435 ADV Microprocessor

An advanced course utilizing the microprocessor in control systems and interfacing. Emphasis on microprocessor hardware and implementation of peripheral interfacing. Lec 3 Lab 4 Cr 4

CPMT 1411 Computer Maintenance

A study of the information for the assembly of a microcomputer system. Emphasis on the evolution of microprocessors and microprocessor bus structure. Lec 3 Lab 4 Cr 0

IEIR 1402 DC Circuits

Fundamentals of direct current including Ohm's Law. Emphasis on methods of analyzing series, Parallel, and combination circuits including measurement devices. Lec 3 Lab 4 Cr 4

IEIR 1404 AC Circuits

Fundamentals of alternating current including series and parallel circuits phasors, and capacitive and inductive networks. Discussion of circuit analysis and measurement. Lec 3 Lab 4 Cr 4

IEIR 1406 Electrical Motors

Fundamentals of single phase and three phase alternating current motors and direct current motors including operating principles, Characteristics, application, selection, installation, maintenance, and troubleshooting. Lec 3 Lab 4 Cr 4

IEIR 1410 Motor Controls

General principles and fundamentals of electrical controls and control components including starters, troubleshooting techniques, various protective devices, schematics, and diagrams. Lec 3 Lab 4 Cr 4

INTC 1307 Electronics Test Equipment

A study of the theory and application of analog and digital meters, oscilloscopes, frequency generation, frequency measurements, and special measuring instruments. Emphasis on accuracy and limitations of instruments and calibration techniques. Lec 3 Lab 0 Cr 3

RBTC 1401 Programmable Controllers

A study in programmable controllers. Topics include processor units, numbering systems, memory organization, relay type devices, timers, counters, data manipulators, and programming. Lec 3 Lab 3 Cr 4

LOTT 1401 Introduction to Fiber Optics

An introductory course in fiber optics and its application including advantages of fiber, light transmission in fiber, types of fiber, sources, detectors, and connectors. Lec 3 Lab 3 Cr 4

RBTC 1405 Robotics Fundamentals

An introduction to flexible automation. Topics include installation, repair, maintenance, and development of flexible robotic Manufacturing systems. Lec 3 Lab 3 Cr 4

Emergency Medical Technology

(TEMT)

See TEMT Emergency Medical Technology

Engineering (ENGR)

ENGR 1201 Introduction to Engineering
Engineering as a career, considering the various fields of engineering, history, and professionalism. Basic engineering analysis and problem solving, introducing calculators and computers. Prerequisite: MATH 1316 or 1348 or 2312 Lec 2, Cr 2

ENGR 1407 Plane Surveying
Use and care of instruments, note keeping, distance measurements, traverse surveying, areas, angles and elevations, legal principles, field problems, earthwork, volumes, triangulation and base lines. Prerequisite: MATH 1316 or high school equivalent. Lec 2, Lab 4, Cr 3

Engineering Technology (ENGT)

ENGT 1101 Introduction to Engineering Technology
An introduction to the concepts and tools of engineering technology, and engineering technology careers. Includes team based and individual projects in understanding mechanical systems, problem analysis, problem management and problem solving techniques, an introduction to computer usage, communications, visualization, graphics and illustration, machine and hand shop tools and safe practices in machine, tool and lab usage. Prerequisite: Concurrent enrollment in ENGL 1301 and MEET 1301. Lec 3, Cr 1

ENGT 2130 Engineering Communications
Application of modern computer tools to analysis and presentation of engineering and technical information. Emphasis on critical thinking techniques in group and communications settings. Prerequisite: ENGL 1301, ENGT 1101 and MEET 1301. Concurrent enrollment in ENGL 1302. Lab 3, Cr 1

ENGT 2303 Probability and Statistics
Introduction to concepts of variation, randomness, distribution analysis and probability theory with applications in quality control and reliability. Prerequisite: MATH 2313 or ENGT 2341. Lec 3, Cr 3

ENGT 2341 Applied Math for Technology I
Application of interactive and computer based software for solving problems in dynamic systems. May not be taken for credit toward graduation by students pursuing baccalaureate degree in Engineering Technology. Prerequisite: MATH 1348. Lec 2, Lab 3, Cr 3

ENGT 2342 Applied Math for Technology II
Continuation of ENGT 2341. Prerequisite: ENGT 2341. Lec 2, Lab 3, Cr 3

ENGT 2401 Engineering Materials
Introduction to the structure, properties, processing, destructive and non-destructive testing and engineering technology applications of ferrous and non-ferrous metals, plastics, polymers, composites and ceramics. Laboratory includes mechanical and physical testing, metallographic procedures, heat treatment, surface treatment and failure analysis. Emphasis on Material selection, testing and validation. Prerequisite: MATH 1348 and CHEM 1305/1105. Lec 3, Lab 3, Cr 4

ENGT 3301 Advanced Analytical Math
Application of computer systems for the solution of advanced calculus and differential equation problems. Prerequisite: MATH 2314. Lec 2, Lab 3, Cr 3

ENGT 3303 Analysis for Technologists
Analytical and computer software methods for the practical solutions of physical models of electro-mechanical systems. Solutions of differential equations of the first and second order, homogeneous and non-homogeneous, emphasizing linear equations with constant coefficients, harmonic analysis through Fourier series, applications of Laplace transforms and applications to probability and statistics. Emphasis on the application of mathematical models to the understanding of engineering systems and problem solving. Prerequisite: ENGT 3301. Lec 3, Cr 3

ENGT 3320 Engineering Economics
Analysis of the economic performance of Manufacturing systems, analysis of projects and selection from among alternatives. Covers basic cost classifications, profit and productivity, internal rate of return and time value concepts. Lec 3, Cr 3

ENGT 3325 Junior Lab and Directed Research
Special research or laboratory project carried out under the direction of a member of the Engineering Technology faculty. Prerequisite: Consent of advisor and supervising faculty member.

ENGT 4140 Classical Foundations of Science and Technology

Seminar course on classical writers of various cultures with a focus on those contributing to modern thought, especially that of science and technology, including Archimedes, Aeschylus, Thucydides, Newton, and others and examples of engineering and technical developments in various cultures. Prerequisite: Senior standing and consent of advisor. Lec 4, Cr 4

ENGT 4241 Senior Design Project I
Project definition, task analysis and planning, project control. Begins work on industry-based major design project. Prerequisite: Senior standing and consent of advisor. Lab 6, Cr 2

ENGT 4242 Senior Design Project II
Continuation of ENGT 4241. Completion of industry-based design project. Prerequisite: ENGT 4241. Lab 6, Cr 2

ENGT 4320 Senior Lab and Directed Research
Special research or laboratory project carried out under the direction of a member of the Engineering Technology faculty. Requires consent of advisor and permission of supervising faculty member. Prerequisite: Consent of advisor and supervising faculty member.

ENGT 4350 Topics in Engineering Technology
Topics vary to meet student and employer needs. May be taken twice for credit provided topics are different. Lec 3, Cr 3

English (ENGL)

ENGL 0101 Developmental Writing Lab
Developmental course. Practice in expository and argumentative essay writing for students who have failed the writing portion of the TASP but who are not qualified for ESOL 0388, ENGL 0320, or ENGL 0321. Students will write at least one full essay a week and will complete exercises as individually assigned in order to develop particular skills of idea generation, sentence style, word choice, and organization patterns. May be repeated as ENGL 0102, 0103, and 0104. Lab 2, Cr 1

ENGL 0320 College Writing Skills I
Developmental course. Practice in the fundamentals of written English. The emphasis is on functional writing for successful completion of assignments. Fundamentals of grammar, mechanics, and organization are stressed in the production of clear sentences, paragraphs, and multi-paragraph themes to address specific audiences. Students may be required to attend sessions at the Writing Lab. Students must enroll for READ 0320 or READ 0321 concurrently or demonstrate appropriate assessment scores in Reading. Prerequisite: Appropriate assessment score in writing or grade of A, B, or C in ESOL 0318. Lec 3, Cr 3

ENGL 0321 College Writing Skills II
Developmental course. A continuation of practice in fundamental skills begun in ENGL 0320. Continued practice in audience analysis, organization, and effective sentences. Students may be required to attend sessions at the Writing Lab. Students must enroll for READ 0320 or READ 0321 concurrently or demonstrate appropriate reading assessment scores. Prerequisite: Grade of B or C in ENGL 0320 or appropriate assessment score in writing. Lec 3, Cr 3

ENGL 1301 Composition I
Expository writing with emphasis on thinking and composing skills required to write full length essays on topics of personal experience, current issues, and Material in published essays. Students will practice some research skills and produce a documented paper employing in-text citations. Prerequisite: A grade of A in ENGL 0320, a grade of A, B, or C in ENGL 0321, or placement based on assessment scores. Lec 3, Cr 3

ENGL 1302 Composition II
Continuation of ENGL 1301. This course is a continuation of ENGL 1301 and emphasizes analytical writing in response to literature. A research essay is required. Prerequisite: ENGL 1301. Lec 3, Cr 3

ENGL 2311 Technical and Business Writing
Technical writing adapted to students in programs leading to bachelor's degrees in Engineering and Business Administration. Topics for reports, statistical tables and graphs, business letters, memoranda and primary and secondary research are normally related to student's field of study. Prerequisite: ENGL 1301 and ENGL 1302. Lec 3, Cr 3

ENGL 2322 British Literature I
Study of the development of English literature. Readings of major representative works from the Anglo-Saxon period to the beginning of the Romantic Movement. Research paper required. Prerequisite: ENGL 1301 and ENGL 1302. Lec 3, Cr 3

ENGL 2323 British Literature II
Continuation of the study, in chronological sequence, of English literature. Readings of major works representative of the Romantic and Victorian periods and from selected 20th century authors. Research paper required. Prerequisite: ENGL 1301 and ENGL 1302. Lec 3, Cr 3

ENGL 2332 World Literature I
Studies of English translations of selected masterpieces from ancient civilizations through the period of the Renaissance. Additional readings from classics of the English-speaking people. Research paper required. Prerequisite: ENGL 1301 and ENGL 1302. Lec 3, Cr 3

ENGL 2333 World Literature II
Studies of English translations of selected continental European masterpieces from the time of Renaissance to the modern period. Parallel readings from English and American literature. Research paper required. Prerequisite: ENGL 1301 and ENGL 1302. Lec 3, Cr 3

ENGL 3301 Medieval Literature
A study of various types of medieval literature, including epic, romance, and allegory, with special emphasis on Middle English writers. Prerequisite: 12 semester hours of English. Lec 3, Cr 3

ENGL 3304 Eighteenth-Century British Literature
A study of the major works of English writers of the neoclassical period, including Dryden, Congreve, Pope, Swift, Sterne, and Johnson. Prerequisite: 12 semester hours of English. Lec 3, Cr 3

ENGL 3306 English Novel to 1900
Chronological study of the development of the English novel from Defoe and Fielding to Hardy with special emphasis on significant 19th century novelists such as Thackeray, Eliot, Dickens, and Austen. Prerequisite: 12 semester hours of English. Lec 3, Cr 3

ENGL 3312 Survey of American Literature I
A chronological study of the principal authors, their works and the trends in American literature, from the Colonial period to the Civil War. Prerequisite: 12 semester hours of English. Lec 3, Cr 3

ENGL 3313 Survey of American Literature II
A chronological study of the principal authors, their works and trends in American literature, from the Civil War to the present. Prerequisite: 12 semester hours of English. Lec 3, Cr 3

ENGL 3319 Introduction to Descriptive Linguistics
An introduction to linguistic science, primarily phonetics, phonology, syntax, morphology, and the history of English. Prerequisite: 12 semester hours of English. Lec 3, Cr 3

ENGL 3324 Victorian and Modern British Poetry
A study of British poetry from 1832 to the present. Prerequisite: 12 semester hours of English. Lec 3, Cr 3

ENGL 3330 English Grammar
Theories of grammar with practical applications. Prerequisite: 12 semester hours of English. Prerequisite for bilingual/bicultural students: ENGL 3319. Lec 3, Cr 3

ENGL 3331 History of the English Language
A study of the history and development of the English language from the Anglo-Saxon period into the 20th century. Lec 3, Cr 3

ENGL 3343 American Realism and Naturalism
A study of American writing from 1865 to 1925 with an emphasis on fiction from such writers as Howells, Twain, Wharton, Crane, Dreiser, and Anderson. Prerequisite: 12 semester hours of English. Lec 3, Cr 3

ENGL 3344 American Poetry to 1900
A study of American poetry from Anne Bradstreet to Emily Dickinson. Prerequisite: 12 semester hours of English. Lec 3, Cr 3

ENGL 3346 Twentieth-Century American Novel
A study of major American novelists and the genre since 1900. Prerequisite: 12 semester hours of English. Lec 3, Cr 3

ENGL 4301 Shakespeare
A study of representative plays in comedy, history and tragedy. Prerequisite: 12 semester hours of English. Lec 3, Cr 3

ENGL 4316 Mexican American Literature
A study of the literature by and about Mexican Americans, with emphasis on the literary techniques and the cultural reflection in this literature. Prerequisite: 12 semester hours of English. Lec 3, Cr 3

ENGL 4317 Literature by Women
A critical study of literature written by women, focusing on works from 1901 to the present. The course will introduce women's literature and the female literary tradition that has coexisted with, revised, and influenced male models. Prerequisite: 12 semester hours of English. Lec 3, Cr 3

ENGL 4318 Science Fiction
A chronological survey of science fiction through a critical study of selected short stories and novels in their literary, social, and philosophical contexts. This course will examine definitions and prototypes of the genre. Prerequisite: 12 semester hours of English. Lec 3, Cr 3

ENGL 4322 Creative Writing I
A course in writing poetry. Students will explore the elements of poetry by writing original poems and examining published poems. At the professor's discretion, students may have opportunities to practice writing in other genres, such as short fiction and short drama. Prerequisite: 12 semester hours of English. Lec 3, Cr 3

ENGL 4323 Creative Writing II
A course primarily in writing short fiction. Students will explore the elements of short fiction by writing original stories and examining published

stories. At the professor's discretion, students may have the opportunity to practice writing in other genres, such as poetry and short drama. Prerequisite: 12 semester hours of English. Lec 3, Cr 3

ENGL 4324 Argument and Persuasion
A course that emphasizes the use of logical conventions and analysis of other rhetorical elements to produce persuasive essays on current cultural and ethical concerns. Prerequisite: 12 semester hours of English. Lec 3, Cr 3

ENGL 4325 Composition Techniques
An advanced course in formal English composition stressing effective communication with special emphasis on the exposition of abstract ideas and internal logic. Prerequisite: 12 semester hours of English. Lec 3, Cr 3

ENGL 4328 Introduction to English as a Second Language
A study of the process of learning English as a second language. Special attention is given to problems encountered in reading, writing, and comprehending English. Prerequisite: 12 semester hours of English. Lec 3, Cr 3

ENGL 4350 English Studies: The Theory and Practice
A capstone course for senior English majors aimed at integrating students' knowledge of language, literature, and composition. The course also provides guidance in assembling a portfolio and in preparing for the state teacher certification exam in English.

English As A Second Language

(AESL)

See AESL English As A Second Language

English As A Second Language

(ESOL)

ESOL 0311 Level I - Beginning English Skills
Multi-syllabus approach links grammar, communication skills, functions and topics covering listening, speaking, reading and writing as well as pronunciation and vocabulary. Intro level designed for the student who has never studied and has limited experience with English. Pre-TOEFL score = below 280

ESOL 0312 Level I - Beginning Grammar
Grammar in a communicative setting. Beginner level.

ESOL 0313 Level II - Intermediate English Skills
This level builds on and extends the foundations for accurate and fluent communication established in previous levels. It extends grammatical, lexical and functional skills, enabling learners to take part in general communication through the wide variety of stimulating and challenging activities.

ESOL 0314 Level II - Intermediate Grammar
Grammar in a communicative setting. Intermediate level.

ESOL 0315 Level III - Academic Reading Intermediate
Understanding and retaining content of academic materials is the focal point of this course. Grammar, vocabulary, language skills and reading strategies are combined to strengthen the reading skills of the academically and professionally oriented student. Intermediate level.

ESOL 0316 Level III - Academic Writing Intermediate
Critical thinking, discussion and writing tasks. The process approach is integrated with the traditional development of various writing forms. Simple outlining and the process of writing, basic essay pattern and organization, culminating in fundamentals of the research paper, outside references and using the library. Intermediate level.

ESOL 0317 Level IV - Academic Reading Advanced
Critical reading strategies as and after the student reads. Reading skills with emphasis on understanding and retaining content of academic materials is the focal point of this course. Grammar, vocabulary, language skills and reading strategies are combined to strengthen the reading skills of the academically and professionally oriented student. Advanced level.

ESOL 0318 Level IV - Academic Writing Advanced
Critical thinking, discussion and writing tasks. The process approach is integrated with the traditional development of various writing forms. Simple outlining and the process of writing, basic essay pattern and organization, culminating in fundamentals of the research paper, outside references and using the library. Advanced level.

Finance (FINA)

FINA 3380 Managerial Finance
This course covers the impact on the value of the firm of various financial decisions made by the financial manager, particularly in the areas of working capital management, capital budgeting, capital structure theory and dividend policy. Prerequisite: ACCT 2401 & 2402, ECON 2301 & 2302. Lec 3, Cr 3

FINA 3381 Money and Banking
The components, nature, functions, creation and destruction of money and credit, financial institutions and their functions, introduction to monetary theory and policy for the purpose of establishing the framework of the monetary economy. Lec 3, Cr 3

FINA 3382 Investment Principles
This course covers the basics of investing in stocks and bonds. Topics include buying and selling stocks and bonds both through traditional brokerage firms and on the Internet, how capital markets work, valuation of stocks using financial statement and ratio analysis as well as traditional valuation theory and how to value bonds and understand bond ratings systems. Prerequisite: FINA 3380 & BLIS 3341. Lec 3, Cr 3

FINA 4382 Portfolio Management
This course continues and expands upon the Material covered in Investment Principles (FINA 3382) in a theoretical as well as practical manner. The main focus of the course is the trade-off between risk and return. Additional Material covered includes investment in preferred stock and convertible securities, mutual funds, derivative securities (including stock options and futures contracts) and portfolio creation, management and performance measurement. Prerequisite: FINA 3382. Lec 3, Cr 3

FINA 4385 Financial Institutions and Markets
The dynamics of financial markets and their interaction with suppliers of funds, particularly financial intermediaries. Prerequisite: FINA 3381. Lec 3, Cr 3

FINA 4387 Topics in Finance
The study of significant topics related to Finance. Course may be repeated for credit when topic varies. Prerequisite: Will vary depending on specific topics. Lec 3, Cr 3

FINA 4389 Commercial Banking
The principles and policies affecting the services, organization and management of funds in the commercial bank, policy formulation is emphasized, coordination with general economic and money market conditions is covered. Prerequisite: FINA 3381. Lec 3, Cr 3

French (FREN)

FREN 1311 Elementary French I
A course designed to develop the ability to understand, speak, read and write the French language. Lec 3, Cr 3

FREN 1312 Elementary French II
A continuation of FREN 1311. Prerequisite: FREN 1311 or consent of instructor. Lec 3, Cr 3

FREN 2311 Intermediate French I
A review of the grammar. Emphasis on reading and writing. Prerequisite: FREN 1312 or equivalent skills. Lec 3, Cr 3

FREN 2312 Intermediate French II
A continuation of FREN 2311. Prerequisite: FREN 2311 or equivalent skills. Lec 3, Cr 3

Geography (GEOG)

GEOG 1301 Elements of Physical Geography
The earth's external features; landscape development under the influence of volcanism and mountain-building forces, rivers and their work, underground waters, waves and currents, and the wind; the principle soil groups as related to landscape and climate. Lec 3, Cr 3

GEOG 1303 General World Geography
Landscapes and peoples of continents, the major culture realms and nations, their resources, land-use, and industries. Lec 3, Cr 3

GEOG 2301 Economic Geography
Analysis of production at local, regional, and national scales. Agricultural and industrial location and the growth and influence of central places are discussed. Lec 3, Cr 3

GEOG 2302 Cultural Geography
Study of human culture hearths, the distribution of languages and religion, environmental perception, cultural ecology, and human settlement patterns. Lec 3, Cr 3

GEOG 3333 Latin-American Geography
A regional study of the geography of Mexico, the Caribbean, Central and South America. Includes an investigation of the physical, cultural and economic factors of various regions and how these affect present day conditions. Lec 3, Cr 3

GEOG 3334 Conservation of World Resources
A survey of the distribution of world resources, with special emphasis on new and novel solutions to problems of resource scarcity. Topics include food, scenic and recreational resources, and other selected components of the biosphere and lithosphere. Cultural, economic, demographic, and political behaviors of human societies are considered as they affect the world's physical resources. Lec 3, Cr 3

Geology (GEOL)

GEOL 1403 Physical Geology
The classification and analysis of geologic agents responsible for the origin, structure, and sculpturing of the earth's crust, including a comprehensive description of materials comprising the earth. Occasional field trips may be required. Lec 3, Lab 3, Cr 4

GEOL 1404 Historical Geology
The geologic history of the earth and its inhabitants as revealed by fossil record with emphasis on North America. Occasional field trips may be required. Lec 3, Lab 3, Cr 4

GEOL 2309 Mineralogy
A study of the physical and chemical properties of minerals. Lab consists of hand specimen identification of rock formations and ore minerals. Prerequisite: GEOL 1403 and credit or registration for CHEM 1312. Lec 2, Lab 4, Cr 3

German (GERM)

GERM 1311 Elementary German I
A study of the essentials of German grammar, pronunciation, elementary conversation and prose reading. Lec 3, Cr 3

GERM 1312 Elementary German II
A continuation of German 1311. Prerequisite: GERM 1311 or equivalent skills. Lec 3, Cr 3

GERM 2311 Intermediate German I
A review of the German language structure with emphasis on the development of aural comprehension and speaking ability. Selected readings based on everyday subjects and cultural Material. Also includes dictation and simple composition exercises. Prerequisite: GERM 1312 or equivalent skills. Lec 3, Cr 3

GERM 2312 Intermediate German II
A continuation of German 2311. Prerequisite: GERM 2311 or equivalent skills. Lec 3, Cr 3

Government (GOVT)

GOVT 2301 American Government I
A survey of the fundamental principles of political science of the American system of government, and of the origins, development and structure of the constitutions and government of the United States and Texas. Lec 3, Cr 3

GOVT 2302 American Government II
A survey of the inputs and outputs of the American government including political participation, civil rights and liberties, public economics and foreign policy. Lec 3, Cr 3

GOVT 2304 Introduction to Political Science
An introductory survey of the field of Political Science, with emphasis on basic concepts, public law, theory and organization of the modern state, political dynamics, and institutions. Open to freshmen. Lec 3, Cr 3

GOVT 3314 American State Government
A study of the basic functions, structure, procedures and problems of American and local government with an emphasis upon intergovernmental relations. Prerequisite: GOVT 2301, GOVT 2302. Lec 3, Cr 3

GOVT 3322 Politics of Developing Nations
Analysis of political institutions and processes with focus on "Third World" nations. Prerequisite: GOVT 2301, GOVT 2302. Lec 3, Cr 3

GOVT 3323 Introductions to Public Administration
A survey of public administration in the United States highlighting a wide variety of topics in the discipline, but with emphasis upon the general machinery of the national bureaucracy and on the powers, problems, and control of its agencies. Prerequisite: GOVT 2301, GOVT 2302. Lec 3, Cr 3

GOVT 3331 Methods of Political Science Research
Analysis of the study of politics, models of inquiry, research methods, and introduction to the use of computers in political science research. Prerequisite: GOVT 2301, GOVT 2302. Lec 3, Cr 3

GOVT 3343 International Politics
A study of the political principles, problems and factors involved in the foreign policies and relations of the nation-state with particular emphasis on the sources and uses of national power and the difficulties in limiting the use of such power. Prerequisite: GOVT 2301, GOVT 2302. Lec 3, Cr 3

GOVT 3363 American Hispanic Politics
A study of the American Hispanic experience. Analyzes political socialization and culture, political participation and behavior, leadership, organizations, and power in the American political system. Prerequisite: GOVT 2301, GOVT 2302. Lec 3, Cr 3

GOVT 3385 Internship

This course is designed for students seeking credit through an internship placement. The internship must be directly related to government, the student must be under direct academic supervision and the student must complete written assignments to be evaluated by the supervising teacher. Prerequisite: GOVT 2301, GOVT 2302. Lec 3, Cr 3

GOVT 4312 Urban and Metropolitan Planning

An analysis of the various political factors shaping the direction and tasks of the planner. Attention is given to zoning, capital improvement budgeting, subdivision control and related aspects of the interrelationship of such planning with that done by other local units of government. Prerequisite: GOVT 2301, GOVT 2302. Lec 3, Cr 3

GOVT 4320 American Constitutional Law: Federalism

A study of the allocation of government powers by use of court cases, with special emphasis on the national government and an introduction to the judicial functions of the American legal system. Prerequisite: GOVT 2301, GOVT 2302. Lec 3, Cr 3

GOVT 4321 American Constitutional Law: Civil Liberties

A study of the limitations of governmental powers in the United States by use of court cases, with primary emphasis on civil and political rights. Prerequisite: GOVT 2301, GOVT 2302. Lec 3, Cr 3

GOVT 4360 American Executive Process

Advanced study of the development of the power and influence of the president and other American executives; procedures and politics of the executive process; executive policy outputs; the relation of the executive to the other elements of the political system. Prerequisite: GOVT 2301, GOVT 2302. Lec 3, Cr 3

GOVT 4363 American Legislative Process

Advanced study of the legislative process, structure, powers, organization, political control and procedures of congress, state legislatures and local legislative bodies in the rest of the political system. Prerequisite: GOVT 2301, GOVT 2302. Lec 3, Cr 3

GOVT 4365 American Administrative Process

Advanced study of the law and procedures of national, state and local administrative agencies and their behavior; problems in administrative management; theory of complex organizations; policy outcomes of the administrative process. Prerequisite: GOVT 2301, GOVT 2302. Lec 3, Cr 3

GOVT 4366 American Political Parties

A study of the history, function and leadership of political parties and the role they play in the operation of national, state, and local governments in the United States and a study of the role of group politics and voting behavior in the American political process. Prerequisite: GOVT 2301, GOVT 2302. Lec 3, Cr 3

GOVT 4367 American Judicial Process

Advanced study of the structure, functions and procedures of the national, state and local judicial systems; the interrelationship between the American judiciary and other components of the political system; the impact of judicial decision-making on public policy. Prerequisite: GOVT 2301, GOVT 2302. Lec 3, Cr 3

GOVT 4368 Special Topics in American Government

Significant issues and problems in politics and the political system. Course may be repeated for credit provided different topics are the focus of each class. Prerequisite: GOVT 2301, GOVT 2302. Lec 3, Cr 3

GOVT 4369 Latin American Politics

A survey of governmental processes in Mexico, the Caribbean, Central and South America. Examines competing ideologies, group dynamics, relationships between political, economic and social structures and Latin America's role in the international political system. Prerequisite: GOVT 2301, GOVT 2302. Lec 3, Cr 3

GOVT 4370 European Politics

A study of the major democracies of Europe. A comparative study of peoples and their political, social and economic institutions. Generally includes, but is not limited to, Great Britain, France, and Germany. Prerequisite: GOVT 2301, GOVT 2302. Lec 3, Cr 3

GOVT 4371 Contemporary International Issues

A study of important issues in international politics. Involves issues of regional and international conflicts, solutions to conflicts and the changing international system. Prerequisite: GOVT 2301, GOVT 2302. Lec 3, Cr 3

GOVT 4372 Classical Political Theory

A study of classical political philosophy from Socrates to Machiavelli. Prerequisite: GOVT 2301, GOVT 2302. Lec 3, Cr 3

GOVT 4373 Modern Political Theory

A study of political philosophy from Machiavelli through the 20th Century. Prerequisite: GOVT 2301, GOVT 2302. Lec 3, Cr 3

GOVT 4374 American Public Policy

An analysis of the formation, implementation, and assessment of selected public policies in America. Prerequisite: GOVT 2301, GOVT 2302. Lec 3, Cr 3

GOVT 4390 Political Science Senior Seminar

This course will help senior students to organize, consolidate and systematically demonstrate their knowledge of American Government, Political Theory, International Relations/Comparative Politics and Public Administration. Lec 3, Cr 3

History (HIST)

HIST 1301 United States to 1877

Discovery, the colonial period, the American Revolution, establishing the nation, political, territorial and socioeconomic growth, the sectional controversy, civil war, reconstruction in the South to 1877. Lec 3, Cr 3

HIST 1302 United States since 1877

The growth of transportation and industry, the agrarian protest and the movement toward economic and political reform. The creation of an overseas empire, the United States in two world wars, the Cold War, and the role of the United States as a dominant world power. Lec 3, Cr 3

HIST 2321 World History to 1650

A study of world history to 1650 tracing the rise, decline and renewal of major civilizations, emphasizing those societies which have been in the forefront of human change at any one time. Prerequisite: HIST 1301 and HIST 1302. Lec 3, Cr 3

HIST 2322 World History since 1650

A study of world history since 1650 tracing the rise, decline and renewal of major civilizations, emphasizing those societies which have been in the forefront of human change at any one time. Prerequisite: HIST 1301 and HIST 1302. Lec 3, Cr 3

HIST 2380 Mexican American History

This survey course presents the chronological, social-cultural and political-historical foundations that forged the Mexican/American/Hispanic/Chicano heritage. Included in this course are the following: a) elements of pre-Colombian roots, b) Spanish/Caribbean cultural, social and political systems, c) Mexican history and heritage and d) their collective impact on the contemporary Hispanic population in United States. Prerequisite: HIST 1301 and HIST 1302. Lec 3, Cr 3

HIST 3313 American Colonial Era to 1783

A study of American Colonial history from the founding of the first colony through the American Revolution with emphasis given to the development of American civilization, causes, and results of the American Revolution. Prerequisite: Six semester hours of lower division History. Lec 3, Cr 3

HIST 3324 Formative Period of the American Nation, 1783-1840

A study of the early years of the American nation from the critical period to the adoption of the constitution and launching of the new government through the transformation of American Society by the Jacksonian Era of the Common Man. Prerequisite: Six semester hours of lower division History. Lec 3, Cr 3

HIST 3333 Colonial Mexico, Central and South America

A study of the establishment of Spanish dominion, geography and natural resources, institutional and social development, cultural aspects and contribution. Prerequisite: Six semester hours of lower division History. Lec 3, Cr 3

HIST 3334 Mexico and the Borderlands Through Independence

This course surveys Mexican history with emphasis on pre-Columbian Indians, the Conquest, Spanish colonial institutions, and independence. Prerequisite: Six semester hours of lower division History. Lec 3, Cr 3

HIST 3335 Mexico Since Independence

This course surveys major developments in nineteenth and twentieth century Mexico with emphasis on the early national period, the Reform, the Porfiriato, and the Revolution. Prerequisite: Six semester hours of lower division History. Lec 3, Cr 3

HIST 3336 Mexican American Heritage

A consideration of Mexican American history as it relates to the cultural, political, and socioeconomic experience of this ethnic group in the United States. Prerequisite: Six semester hours of lower division History. Lec 3, Cr 3

HIST 3340 Texas History

A history of Texas from the Spanish period to the present day. Emphasis will be placed upon the Indians, the role of the Spanish and Mexicans, the period of Anglo American settlement, the revolution, the Republic and the development of the modern state. Prerequisite: HIST 1301 and HIST 1302. Lec 3, Cr 3

HIST 4303 The Emergence of Modern America, 1877-1917

A study of the growth of American business and industry, the emergence of the U.S. as a world power, the populist protest and progressive reform movements. Prerequisite: Six semester hours of lower division History. Lec 3, Cr 3

HIST 4313 Twentieth Century America, 1917 to present

A study of the history of the United States from World War I to the present with emphasis on domestic and foreign affairs in their relationship to and effect on each other. Prerequisite: Six semester hours of lower division History. Lec 3, Cr 3

HIST 4343 Era of the Sectional Conflict, 1840-1877

United States history from 1840 to 1877 with emphasis upon the development of sectionalism, the breakdown of American political parties, Civil War and Reconstruction. Prerequisite: Six semester hours of lower division History. Lec 3, Cr 3

HIST 4344 United States Diplomatic History

A survey of American foreign policy, its implementation and ramifications, and the interaction between the United States and other nations from 1776 to the present, with special emphasis on relations with Mexico. Prerequisite: Six semester hours of lower division History. Lec 3, Cr 3

HIST 4345 North American Economic History

A survey of North American Economic growth and development from the pre-colonial era to the present. May be counted as ECON 4345 or HIST 4345. Lec 3, Cr 3

HIST 4357 History of Modern Latin America

A study of the political and cultural trends of the Latin American nation since independence. Prerequisite: Six semester hours of lower division History. Lec 3, Cr 3

HIST 4365 History of the Middle Ages

A study of European Medieval roots to 1500. Prerequisite: Six semester hours of lower division History. Lec 3, Cr 3

HIST 4367 History of Early Modern Europe

A study of the transition of European society into modernity in the 16th, 17th, and 18th centuries. Prerequisite: Six semester hours of lower division History. Lec 3, Cr 3

HIST 4370 The Renaissance and the Reformation: 1300-1650

A study of the political, social and cultural development of Western Europe from the decline of the Medieval system, through the Age of the New Monarchies, with emphasis on France, Germany and Italy. Prerequisite: Six semester hours of lower division History. Lec 3, Cr 3

HIST 4373 History of Spain

An introduction to the rich drama of Spanish history from early cave painters through Reconquista, Empire, and Generation of 98 to European Union. Prerequisite: Six semester hours of lower division History. Lec 3, Cr 3

HIST 4377 French-led Revolutionary Europe

A study of Europe from the late 18th to late 19th century, in which France provided the principal model for culture and political change. Prerequisite: Six semester hours of lower division History. Lec 3, Cr 3

HIST 4378 German-led Modern Europe

A study of Europe from the late 19th century to present in which Germany has provided the principal model for culture and political change, with a consideration of the roots of this German model back to the start of the 19th century. Prerequisite: Six semester hours of lower division History. Lec 3, Cr 3

HIST 4380 History of World War I and II

A history of the causes, course, and outcomes of the two World Wars. Prerequisite: Six semester hours of lower division History. Lec 3, Cr 3

HIST 4381 U.S. Military History

A study and analysis of the American military experience from the Revolutionary War through the Persian Gulf War to the present day. This course is specifically designed for ROTC cadets, but is open to other interested students as an elective. Lec 3, Cr 3

HIST 4385 Ancient History (Formerly HIST 4396)

A study of the historical foundations of the Middle East, Greece, and Rome. Prerequisite: Six semester hours of lower division History. Lec 3, Cr 3

HIST 4387 History of Asia and Russia (Formerly HIST 4398)

A survey of Asian and Russian history and culture. Prerequisite: Six semester hours of lower division History. Lec 3, Cr 3

HIST 4390 American History Senior Seminar

This course will help senior students to consolidate their knowledge of American History. The student is challenged to appreciate the flow of American history as major historical themes evolve from Pre-Columbian peoples and civilizations through to the present in the United States and Mexico. Prerequisite: The student must have completed all lower division requirements and at least 15 hours of upper division work in History. Lec 3, Cr 3

HIST 4392 World History Senior Seminar

This course will help senior students to consolidate their knowledge of World History. The student is challenged to appreciate the flow of world history as major historical themes evolve from earliest civilization through

to the modern day. Prerequisite: The student must have completed all lower division requirements and at least 15 hours of upper division work in History. Lec 3, Cr 3

Human Services (THUM)

See THUM Human Services

Interdisciplinary Studies (INDS)

INDS 3301 Theories of Knowledge
Analysis of humankind's "ways of knowing," including empirical and non-empirical methods. Perspectives and issues are drawn from the various sciences and humanities as well as nonacademic sources of knowledge. Lec 3, Cr 3

INDS 3303 Culture and Humanity: Human Diversity in Cross Cultural Perspective
Analysis of the diversity of the human experience from a cross-cultural perspective. Particular attention is paid to differing world-views and institutional patterns (e.g., the economy, religion, politics, family, medicine) as well as the role of technology and science within different cultural contexts. Lec 3, Cr 3

INDS 3304 Frontier Studies: The U.S.-Mexico Border
Orientation in the theory and practice of field work (in either English or Spanish) for the analysis of the historical, social, economic, cultural, political, folkloric, and linguistic aspects of the U.S.-Mexico border region. Prospects for the future of the borderlands area are addressed. Lec 3, Cr 3

Industrial/Manufacturing Technology (INMT)

INMT 1291 Special Topics - Capstone Experience
Topics address recently identified current events, skills, knowledge, and/or attitudes and behaviors pertinent to the technology or occupation and relevant to the professional development of the students. This course serves as a capstone experience to integrate the learning from the first three semesters of the Associate degree in Engineering Technology by the solution of an industrial problem or equivalent. Problems will focus on Mechanical or Manufacturing issues and will include problem solving, design, development, fabrication and testing tasks. Prerequisite: Satisfactory completion of the first three semesters of the Associate degree in Engineering Technology and/or approval of the instructor. Lab 6, Cr 2

International Business (IBUS)

IBUS 1301 Principles of Imports-Exports I
A study of export management processes and procedures. Topics include government controls, licensing of products, documentation, commercial invoices, and traffic procedures. Application to human and public relations, management of personnel, finance, and accounting procedures. Lec 3, Cr 3

IBUS 2331 International Human Resource Management
A study of the effects of the process of internationalization on human resource management including the requirements of local or host country nationals, expatriates, or parent country nationals, and hired country nationals. Emphasis on Asia-Pacific, Europe, Latin America, and emerging economies. Lec 3, Cr 3

IBUS 2341 International Comparative Management
A study of cross-cultural comparisons of management and communications processes. Emphasis on cultural geographic distinctions and antecedents that affect individual, group, and organizational behavior. Topics include

sociocultural demographic, economic, technological, and political-legal environment of cluster countries and their relationship to organizational communication and decision making. Lec 3, Cr 3

IBUS 2345 Import Customs Regulations
A study of the duties and responsibilities of the licensed custom broker or customhouse broker. Topics include processes for customs clearance including appraisalment, bonded warehouse entry, examination of goods, harmonized tariffs, fees, bonding, penalties, quotas, immediate delivery, consumption, computerized system, laws and regulations. Lec 3, Cr 3

IBUS 2366 Field Experience - International Business
Practical general training and experiences in the workplace. The college with the employer develops and documents an individualized plan for the student. The plan relates the workplace training and experiences to the student's general and technical course of study. The guided external experiences may be for pay or no pay. This course may be repeated if topics and learning outcomes vary. Lec 1, Lab 6, Cr 3

Interpreting (INTG)

INTG 4366 Interpreting I
A basic orientation in the theory and practice of interpreting English to Spanish and Spanish to English. Emphasis on sight translation and short consecutive interpreting, and also preparation for simultaneous interpreting. Prerequisite: SPAN 3332 and SPAN 3333 or approval of instructor. Lec 3, Cr 3

INTG 4367 Interpreting II
Advanced practice in English to Spanish and Spanish to English consecutive and simultaneous interpreting with close attention to terminology and documentation. Prerequisite: SPAN 3332 and SPAN 3333 or approval of instructor. Lec 3, Cr 3

Italian (ITAL)

ITAL 1311 Elementary Italian I
A course designed to develop fundamental skills in listening comprehension, speaking, reading and writing, emphasizing conversation, vocabulary acquisition, reading, composition and culture. Lec 3, Cr 3

ITAL 1312 Elementary Italian II
A continuation of Italian 1311. Prerequisite: ITAL 1311 or consent of instructor. Lec 3, Cr 3

Kinesiology (KINE)

KINE 11XX Kinesiology Activity
Instruction in individual dual and fitness activities which are designed to develop in the student the necessary skills and knowledge to engage in productive lifetime leisure activities. All courses emphasize beginning skills except those designated II, which are at the intermediate level. To enroll in a II level course, students may either have taken the I level or already possess the fundamental skills in the activity. A course cannot be repeated for credit. Lab 2, Cr 1

- KINE 1100 Advanced Life Saving**
- KINE 1101 Aerobic Dance and Exercise**
- KINE 1102 Angling and Bait Casting**
- KINE 1103 Archery**
- KINE 1104 Badminton**
- KINE 1105 Ballet I**
- KINE 1106 Ballet II**
- KINE 1107 Basketball**

- KINE 1108 Body Mechanics
- KINE 1109 Bowling
- KINE 1110 Flag Football
- KINE 1111 Folk and Square Dance
- KINE 1112 Folklorico
- KINE 1113 Golf
- KINE 1114 Gymnastics
- KINE 1115 Jazz and Modern Dance
- KINE 1116 Jogging
- KINE 1117 Paddle Tennis
- KINE 1118 Pington
- KINE 1119 Racquetball
- KINE 1120 Sailing
- KINE 1121 Self Defense
- KINE 1122 Soccer
- KINE 1123 Softball
- KINE 1124 Swimming
- KINE 1125 Table Tennis
- KINE 1126 Tap Dance
- KINE 1127 Tennis I
- KINE 1128 Tennis II
- KINE 1129 Volleyball
- KINE 1130 Weight Training
- KINE 1131 Wrestling
- KINE 1132 Surfing
- KINE 1133 Basic Sports Skills
- KINE 1134 Physical Conditioning
- KINE 1164 Lifetime Fitness

This is a lecture course that explores the role of physical activity and proper nutrition in the prevention of cardiovascular and other chronic diseases. The principles of health-related physical fitness development and maintenance are emphasized, including cardiovascular endurance, muscular strength and endurance, flexibility and body composition. Lec 1, Cr 1

KINE 1238 Concepts of Fitness for Life

This course is designed to improve the students' knowledge of total well-being with emphasis upon cardiovascular endurance, proper nutrition, weight control, strength and flexibility. Students will assess their own fitness needs, establish realistic goals and evaluate their progress toward reaching these goals. Lec 2, Lab 1, Cr 2

KINE 1301 Introduction to Sport and Exercise Science

A survey course designed to introduce the prospective kinesiology education major to the history, philosophy, scientific foundations, objectives and current status of sports and exercise in educational and recreational settings. Required for kinesiology majors and minors. Lec 3, Cr 3

KINE 1304 Personal and Community Health

This a survey course designed to acquaint the student with the major health issues of today. Includes the study of mental and social health issues, the body systems, nutrition, fitness, disease, drug use and abuse, health care systems and environmental health concerns. Lec 3, Cr 3

KINE 1306 First Aid

Topics of study include cardiopulmonary resuscitation, bleeding and shock, fractures, dislocations and medical emergencies. Upon successful completion of skills and knowledge tests, the student may be certified through the American Red Cross. Lec 3, Cr 3

KINE 1308 Sports Officiating (Football/Volleyball)
Instruction in the rules and techniques of officiating football and volleyball will be given. Opportunities for practice in both the classroom and college intramural setting will be provided. Lec 3, Cr 3

KINE 1309 Sports Officiating (Basketball/Softball)
Instruction in the rules and techniques of officiating basketball and softball will be given. Opportunities for practice in both the classroom and intramural setting will be provided. Lec 3, Cr 3

KINE 1321 Coaching Athletics

Designed to provide the student with an overview of the many areas of concern involved in coaching major sports. Includes the nature of the coaching profession, organizing practices and games, psychological and sociological aspects of coaching, communications with school personnel, parents and the media, and the ethics of coaching. Lec 3, Cr 3

KINE 1331 Physical Activities in the Elementary School

A study of physical activities suitable for preadolescents from ages 4-12. Activities studied include individual and group games, movement exploration, rhythms, tumbling and fitness. Lec 3, Cr 3

KINE 2370 Kinesiology

The study of the science of human motion, including the use of implements and objects involved in the performance of movement. The course is based specifically on biomechanics, musculoskeletal anatomy and neuromuscular physiology. Prerequisite: BIOL 1407 or 2401. Lec 3, Cr 3

KINE 3302 Foundations of Sports and Exercises for Pre-Adolescents

Theory application of modified individual, dual, and team sports for the preadolescent. Course includes knowledge and basic fundamentals for sport-related skill development. Included in the course are games of lower organization, relays, motor skills, lead-up games and related team sports. Lec 3, Cr 3

KINE 3309 Modified Team and Individual Sports

A study of team and individual sports appropriate for adolescents and adults. Emphasis is given to the study of rules, terminologies, history and sociological aspects within the contexts of physical development and motor performances. Lec 3, Cr 3

KINE 3314 Dance for Children and Adolescents

A study of historical foundations and philosophical roots relating to the development of dance in the United States. Includes the forces, controversies, and leaders affecting dance as an integral part of current society. Lec 3, Cr 3

KINE 3320 History and Principles of Sport and Movement Sciences

Study of the sporting events of early civilizations and their evolution into modern society. Includes the Olympic Games, the European influence on sport in the U.S. and the modern sports movement in the U.S. including intercollegiate and interscholastic sports. Lec 3, Cr 3

KINE 3330 Coaching of Sports

Study of the coaching profession as a multidimensional role in education. Course includes study of the psychological and sociological aspects of coaching, use of coaching strategies, organizing practices and games, communication with school, parents and the media, and the ethics of coaching. The use of technology in coaching will also be examined. Lec 3, Cr 3

KINE 3340 Principles of Wellness and Fitness

Study of the scientific principles of total well-being with emphasis upon physical fitness, proper nutrition, weight control, and stress management. Students will learn to design comprehensive wellness programs for the K-12 public school sector. Lec 3, Cr 3

KINE 3353 Physiology of Exercise and Human Performance
Basic systematic adaptations to exercise with specific emphasis on the

interrelationship of physiological functions of the human body, and the changes resulting from physical activity. Lec 3, Cr 3

KINE 3356 Aesthetics (Harmony) of Movement

A study of motor skills and physical development from birth to adulthood with emphasis on childhood. Course includes study of neurological, physiological, intellectual, social and emotional factors that influence gross and fine movement activities. Lec 3, Cr 3

KINE 3370 Biomechanics

The study of the advanced principles of human movement; scientific principles learned in the course will allow the student to understand how and why the human body moves in the manner that it does. The student will also learn to analyze biomechanical technique in numerous motor skills, as required in teaching and coaching complex movement. Formerly KINE 2370. Prerequisite: BIOL 1407 or 2401. Lec 3, Cr 3

KINE 4310 Measurement Techniques in Physical and Exercise Sports

Course includes knowledge and theory fundamentals of statistical measurement basics. It includes construction, selection, administration and interpretation of performance and knowledge tests for physical activities. Lec 3, Cr 3

KINE 4313 Seminar in Sports, Dance and Exercise Science

Selected topics on sports, dance or exercise science. Current trends and theories are included. Course covers skills, legal implications and specific topics in the areas of perceptual motor skills, sports, dance or exercise science that are not available as part of the regular course offerings. Courses may be repeated for credit when the topics vary, but not more than nine hours will apply to a bachelor's degree. Lec 3, Cr 3

KINE 4351 The Adapted Kinesiology Program

Study of adaptations for the exceptional child. Theory and implications of specific disabilities with application to exercise and sports. Characteristics of special population children as related to the physiological basis of movement. Lec 3, Cr 3

Legal Assisting (LGLA)

**LGLA 1301 Legal Research and Writing
(Formerly TLAW 2310 Legal Research)**

This course provides a working knowledge of fundamentals of effective legal research and writing. Topics include law library techniques, computer assisted legal research, briefs, and legal memoranda. The student will locate, read, and understand primary and secondary legal authority, design and implement effective research strategies; be familiar with computer assisted legal research tools and the proper role of these tools; and write clear, concise legal memoranda and briefs. Prerequisite: LGLA 1313 Introduction to Paralegal Studies, LGLA 1346 Civil Litigation and Departmental Approval. Lec 3, Cr 3

LGLA 1313 Introduction to Paralegal Studies (Formerly TLAW 1301 Fundamentals of Paralegalism)

This course provides an overview of the paralegal profession including ethical obligations, regulation, professional trends and issues, and the paralegal's role in assisting the delivery of legal services. The student will develop a legal vocabulary, explain the ethical obligations of the legal professional trends and issues, and the paralegal's role in assisting the delivery of legal services. Prerequisite: TSEC 2345 Microsoft Word or OFAD 2304 Basic WordPerfect or equivalent. Lec 3, Cr 3

LGLA 1346 Civil Litigation I (Formerly TLAW 1305 Fundamentals of Civil Law)

The course presents fundamental concepts and procedures of civil litigation with emphasis on the paralegal's role. Civil Litigation I together with Civil Litigation II covers litigation from the pretrial stage to the post trial phase.

The student will define and properly use terminology relating to civil litigation; locate, describe, and analyze sources of law relating to the civil litigation process; describe the role and ethical obligations of the paralegal in civil litigation; and draft documents commonly used in civil litigation. Prerequisite: LGLA 1313 Introduction to Paralegal Studies or concurrent enrollment. Lec 3, Cr 3

LGLA 1347 Civil Litigation II (Formerly TLAW 2305 Litigation)

The course presents fundamental concepts and procedures of civil litigation with emphasis on the paralegal's role. Civil Litigation II together with Civil Litigation I covers litigation from the pretrial stage to the post trial phase. The student will define and properly use terminology relating to civil litigation; locate, describe, and analyze sources of law relating to the civil litigation process; describe the role and ethical obligations of the paralegal in civil litigation; and draft documents commonly used in civil litigation. Prerequisite: LGLA 1346 Civil Litigation I. Lec 3, Cr 3

**LGLA 1353 Wills, Trust and Probate Administration
(Formerly TSEC 1320 Legal Terminology)**

This course presents fundamental concepts of the law of wills, trusts, and probate administration with emphasis on the paralegal's role. The student will define and properly use terminology relating to wills, trusts, and probate administration; locate, describe, and analyze sources of law relating to wills, trusts, and probate administration; describe the role and ethical obligations of the paralegal in wills, trusts, and probate administration; and draft documents commonly used in wills, trusts, and probate administration. Prerequisite: TSEC 2345 Microsoft Word or OFAD 2304 Basic WordPerfect or equivalent. Lec 3, Cr 3

**LGLA 1355 Family Law
(Formerly TSEC 2325 Legal Documents I)**

This course presents fundamental concepts of family law with emphasis on the paralegal's role. Topics include formal and informal marriages, divorce, annulment, marital property, and the parent-child relationship. The student will define and properly use terminology relating to family law; locate, describe, and analyze sources of law relating to family law; describe the role and ethical obligations of the paralegal in family law; and draft documents commonly used in family law. Prerequisite: TSEC 2345 Microsoft Word or OFAD 2304 Basic WordPerfect or equivalent. Lec 3, Cr 3

LGLA 2305 Interviewing and Investigating (Formerly TLAW 2301 Evidence & Investigation)

This course is a study of principles, methods, and investigative techniques utilized to locate, gather, document, and manage information. Emphasis on developing interviewing and investigative skills to prepare the paralegal to communicate effectively while recognizing ethical problems. The student will demonstrate an understanding of how to prepare for and conduct an interview with a client and/or witness in preparation for the dispute resolution process; identify and exploit sources of information required to resolve legal disputes; and understand the ethical obligations of the lawyer and paralegal in interviewing and investigation. Prerequisite: LGLA 1313 Introduction to Paralegal Studies and LGLA 1346 Civil Litigation I or concurrent enrollment. Lec 3, Cr 3

LGLA 2307 Law Office Management (Formerly TSEC 1330 Law Office Management)

This course presents the fundamentals of law office management and organization including basic principles and structure of management, administrative and substantive systems in the law office, and law practice technology. The student will identify and explain the fundamental principles of management and administrative and substantive systems of the law office; explain the role of technology in the management and administration of the law office; apply management principles and technology; and explain ethical issues relating to law office operations. Prerequisite: TSEC 2345 Microsoft Word or OFAD 2304 Basic WordPerfect or equivalent. Lec 3, Cr 3

LGLA 2337 Advanced Legal Document Preparation
(Formerly TSEC 2335 Legal Documents II)

Preparation of legal documents based on hypothetical fact situations drawn from various areas including real estate, family law, contracts, litigation, and business organizations. The student will define and properly use terminology related to legal document preparation, draft transaction and litigation documents based on hypothetical fact situations, and demonstrate an understanding of the application of transaction and litigation documents. Prerequisite: OFAD 2304 Basic WordPerfect or TSEC 2345 Microsoft Word or equivalent. Lec 3, Cr 3

LGLA 2380 Cooperative Education - Paralegal/Legal Assistant
(Formerly TLAW 2315 Legal Assisting Co-op)

Career related activities encountered in the student's area of specialization are offered through a cooperative agreement between the college, employer, and student. Under supervision of the college and the employer, the student combines classroom learning with work experience. Directly related to a technical discipline, specific learning objectives guide the student through the paid work experience. This course may be repeated if topics and learning outcomes vary. As outlined in the learning plan, the student will master the theory, concepts, and skills involving the tools, materials, equipment, procedures, regulations, laws, and interactions within and among political, economic, environmental, and legal systems associated with the particular occupation and the business/industry; demonstrate ethical behavior, safety practices, interpersonal and teamwork skills, communicating in the applicable technical language of the occupation and the business or industry. Prerequisite: Approval by Department Chair or Co-op Coordinator. Lec 1, Lab 20, Cr 3

Machine Shop (MCHN)

MCHN 1253 Intermediate Machine Shop II

A continuation of Intermediate Machine Shop I. Includes programming and operation of CNC machines.

MCHN 1300 Machinist I

Designed to prepare the student for the use of math related to machining courses.

MCHN 1302 Machinist II

A study of different blueprints, with emphasis on mechanical parts and the application of machine shop tools to the production of the components and parts. Includes the determination of operations required based on part geometry, features and tolerance. Application of CAD to production of blueprints.

MCHN 1305 Metals and Heat Treatment

Designed for students going into the workforce as CNC Operators, manual machinists, tool designers, or heat treat operators. Topics include properties of metal and heat treatment of metals.

MCHN 1317 Machine Shop Blueprint Reading

A study of different types of Manufacturing blueprints and the application of each. Emphasis on mechanical components, with an introduction to Computer Aided Drafting.

MCHN 1320 Precision Tools and Measurement

An introduction to the modern science of dimensional metrology. Emphasis on the identification, selection, and application of various types of precision instruments associated with the machining trade. Practice of basic layout and piece part measurements while using standard measuring tools.

MCHN 1332 Bench Work & Layout

An introduction to bench work and layout. Application of the use theory of tools including, hand tools, micrometers, height gages, pedestal grinders, and layout tools. Includes principles of dimensional measurements and accuracy.

MCHN 1338 Basic Machine Shop I

An introduction to machine shop theory, math and terminology, basic bench work, and part layout using a variety of common measuring tools. Application and basic operation of machine tools, such as, bandsaws, grinders, drill presses, lathes and mills with common hand tools.

MCHN 1341 Basic Machine Shop II

A continuation of Basic Machine Shop I.

MCHN 1343 Machine Shop Mathematics

Designed to prepare the student with technical, applied mathematics that will be necessary in future machine shop-related courses.

MCHN 1354 Intermediate Machine Shop I

Operation of drills, milling machines, lathes, and power saws. Includes precision measuring techniques and an introduction to CNC machining.

MCHN 2433 Advanced Lathe Operations

An advanced study of lathe operations. The identification and/or use of special cutting tools and support tooling, such as, form tools, carbide inserts, taper attachments, follower, and steady rest. Close tolerance machining required.

MCHN 2437 Advanced Milling Operations

An advanced study of milling machine operations. Identification and/or use of milling cutters and support tooling including end mills, slab mills, face mills, involute cutters, rotary tables, and indexing heads. A review of related math and machine theory.

Management (MANA)

MANA 3361 Principles of Management

This course is a study of the management functions of planning, organizing, leading and controlling. Emphasis is placed on organizational theory and behavior. Lec 3, Cr 3

MANA 3362 Human Resource Management

Current developments within the field of personnel administration are reviewed. A study is made of the concepts, principles, policies and organizational procedures utilized by business institutions in the management of personnel. Covered areas are selection, placement, compensation, morale, labor turnover, collective bargaining, and supervisory activities. Prerequisite: MANA 3361. Lec 3, Cr 3

MANA 3363 Production Management

The concept of the production function and its applicability to all types of business firms, problems which provide background for the integration of scientific decision processes relative to an analysis of production activities and computer applications in the production/operation environment. Prerequisite: BUSI 3341. Lec 3, Cr 3

MANA 3365 Organizational Behavior
(Formerly MANA 4361)

Development of management theory with emphasis on the investigation of individual and group behavior in organizations. Prerequisite: MANA 3361. Lec 3, Cr 3

MANA 4362 Organization Theory and Design
(Formerly MANA 3364)

A study is made of the theory and process of designing, utilizing, and evaluating organizational structures. Prerequisite: MANA 3361. Lec 3, Cr 3

MANA 4366 Small Business Management

A study of the special characteristics of small business. Emphasis will be placed on the selecting and starting of a small business and the essential function of management in the first years of operation. Prerequisite: MANA 3361, MARK 3371. Lec 3, Cr 3

MANA 4367 Topics in Management
The study of significant topics related to Management. Course may be repeated for credit when topic varies. Prerequisite: Will vary depending on specific topics. Lec 3, Cr 3

MANA 4368 Industrial Relations
An examination of current issues and problem areas facing management and unions in their relationship with employees, government and the community. Emphasis is placed on the role of union and management in the process, on the relationship of this process to contemporary labor legislation, contract negotiations, and daily administration of company and union relations. Prerequisite: MANA 3361. Lec 3, Cr 3

Marketing (MARK)

MARK 3371 Principles of Marketing
The marketing structure as it operates in our economic system. With emphasis on improving the flow of goods and services from producer to consumer. Practical application of principles and techniques. Designed as a beginning course in marketing. Lec 3, Cr 3

MARK 3372 Consumer Behavior
An overall view of the basic perspectives of consumer behavior. An interdisciplinary approach is utilized by studying the fields of economics, psychology, sociology and anthropology as they relate to marketing. Emphasis is placed on the fundamental process of motivation, perception and learning, as well as analysis of individual predispositions and group influences in marketing. Prerequisite: MARK 3371. Lec 3, Cr 3

MARK 3374 Marketing Strategy
Applications of marketing principles to strategy formulation. Topics include: target market selection, market mix development and new product planning. Both consumer and industrial marketing is stressed through the use of cases, readings, and special projects. Recommended as the second course in marketing. Prerequisite: MARK 3371. Lec 3, Cr 3

MARK 4371 Sales Management and Personal Selling
The selection, training, compensation, organization, and control of a field sales organization is studied. Primary emphasis is devoted to the selection and training of the sales force for the selling process and making a sales presentation. Prerequisite: MARK 3371, MANA 3361. Lec 3, Cr 3

MARK 4372 Promotion Management
This survey course covers the development and management of an organization's advertising and sales promotional effort. The course includes a review of advertising, production, scheduling, and media buying. Emphasis is on the coordination of media strategy with field sales force activities. Prerequisite: MARK 3371. Lec 3, Cr 3

MARK 4377 Topics in Marketing
The study of significant topics related to Marketing. Course may be repeated for credit when topic varies. Prerequisite: Will vary depending on specific topics. Lec 3, Cr 3

MARK 4378 Marketing Research
Quantitative research procedures and techniques utilized in business today. Problems definition, sources of research data, survey methods, questionnaire design and sampling techniques. Practical application of procedures and techniques is emphasized through class research projects. Prerequisite: MARK 3371, BUSI 3341. Lec 3, Cr 3

Marketing - Technical (MRKG)

MRKG 1311 Principles of Marketing
Introduction to basic marketing functions, identification of consumer and organizational needs, explanation of economic, psychological, sociological, and global issues, and description and analysis of the importance of marketing research. Lec 3, Cr 3

Mathematics (MATH)

MATH 0100 Developmental Mathematics Lab
Developmental course. Enrollment in this course is restricted to those students who have failed the mathematics portion of the TASP test but have satisfied the developmental mathematics requirements. Students will pursue an individualized plan of study under the supervision of a mathematics instructor. In addition to the one hour of lab per week, students are recommended to devote additional time in the Learning Assistance Center or the CDI Math Lab working with computer tutorials as recommended by the instructor. Graded satisfactory or unsatisfactory. Offered: Fall, Spring, Summer. Lab 1, Cr 1

MATH 0320 Basic Mathematics
A course designed for students needing a review of the fundamental operations of arithmetic with a gradual introduction to some basic concepts of algebra in preparation for Introductory Algebra. Topics include addition, subtraction, multiplication and division of whole numbers, fractions, decimals and signed numbers, algebraic expressions involving integers, geometry, ratio, proportion, percent, metric measurement, algebraic equations, statistics, pictographs, tables, bar, circle and line graph interpretations, and word problems. Offered: Fall, Spring, Summer. Lec 3, Cr 3

MATH 0321 Introductory Algebra
A first course in algebra designed to prepare students for Intermediate Algebra. Topics include arithmetic and algebra of the real numbers, sets, linear equations, linear inequalities, absolute value equations and inequalities, integer exponents, adding, subtracting, multiplying, dividing and factoring polynomials, adding, subtracting, multiplying and simplifying rational expressions, complex fractions, synthetic division, and applications of these topics. Prerequisite: MATH 0320 with a minimum grade of "C" or equivalent as determined by the mathematics assessment test. Offered: Fall, Spring, Summer. Lec 3, Cr 3

MATH 0322 Intermediate Algebra
A second course in algebra designed to prepare students for College Algebra. Topics include rational exponents and radicals, radical expressions, complex numbers, quadratic equations and inequalities, linear equations and inequalities, functions, variation, algebra of functions, symmetry, graphing quadratic functions, circles, ellipses, hyperbolas, square roots, and other useful functions, and applications of these topics. Prerequisite: MATH 0321 with a minimum grade of "C" or equivalent as determined by the mathematics assessment test. Offered: Fall, Spring, Summer. Lec 3, Cr 3

MATH 1313 College Mathematics
A course designed for the applications of mathematical principles and methods needed to meet the high demands for mathematics competency in business and industry, and development of analytical thinking. Topics include sets, logic, introduction to probability and statistics, informal geometry, problem solving, and calculators. Prerequisite: MATH 0321 with a minimum grade of "C" or equivalent as determined by the mathematics assessment test. (Students wishing to transfer to a four-year institution should consult with a counselor regarding transferability of credit.) Offered: Fall, Spring, Summer Lec 3, Cr 3

MATH 1314 College Algebra
A college level course in algebra. Topics include zeros and graphs of polynomial functions, rational functions, inverse functions, exponential functions, logarithmic functions, linear systems of equations in two and three variables, nonlinear systems of equations, second-degree inequalities and systems, linear programming, matrices, determinants, solution of linear systems by matrices and determinants, sequences, series, binomial theorem, mathematical induction, permutations, combinations, probability, and applications of these topics. Prerequisite: MATH 0322 with a minimum grade of "C" or equivalent as determined by the mathematics assessment test. Offered: Fall, Spring, Summer. Lec 3, Cr 3

MATH 1316 Trigonometry
Topics include trigonometric functions, right triangles, radian measure and circular functions, graphs of trigonometric functions, identities, inverse trigonometric functions, trigonometric equations, oblique triangles, complex numbers, and the practical problems. Prerequisite: MATH 1314 with a minimum grade of "C" or equivalent as determined by the mathematics assessment test. Offered: Fall, Spring, Summer. Lec 3, Cr 3

MATH 1324 Business Algebra
This course is designed to meet the needs of students majoring within the School of Business. Topics include those from College Algebra which apply to business and economics, simple and compound interest, annuities, probability and statistics and linear programming. Prerequisite: MATH 0322 with a minimum grade of "C". Offered Fall, Spring, Summer. Lec 3, Cr 3

MATH 1325 Business Calculus
This course is designed to meet the needs of students majoring within the School of Business. Topics include: applications of differential and integral calculus to business and economics, probability and statistics. Prerequisite: MATH 1314 or MATH 1324 with a minimum grade "C". Offered Fall, Spring, Summer Lec 3, Cr 3

MATH 1332 Math for Liberal Arts
This course is designed to meet the needs of non-science and non-business majors. The topics covered in this course include sets, logic, elementary number theory, functions, geometric concepts, mathematics of finance, and the introduction to probability and statistics. Prerequisite: MATH 0321 with a minimum grade of "C" or equivalent as determined by the mathematics assessment test. Lec 3 Cr 3

MATH 1335 Mathematical Concepts I
This course is designed for students considering a major in elementary education, in which the basic concepts of mathematics are introduced and applied. Topics include: mathematical reasoning and problem solving, theory of sets, numeration systems, systems of whole numbers and integers, and number theory. This course cannot be counted toward a major or minor in mathematics. Prerequisite: MATH 0322 with minimum grade of "C". Offered: Fall, Spring, Summer. Lec 3, Cr 3

MATH 1336 Mathematical Concepts II
A continuation of MATH 1335 that includes topics in rational and real numbers, decimals, informal geometry and measurement, metric geometry, variations, applications of mathematics, simple statistical methods and probability. This course cannot be counted toward a major or minor in mathematics. Prerequisite: MATH 1335 with a minimum grade of "C". Could be offered any semester. Lec 3, Cr 3

MATH 1348 Analytic Geometry
This course is designed for students with a reasonably sound background in algebra and trigonometry. Topics include basic geometric concepts, vectors, the straight line, the circle, conic sections, transformation of coordinates, curve sketching, transcendental curves, polar coordinates, parametric equations, and solid analytical geometry. Prerequisite: MATH 1316 with a minimum grade of "C" or high school Trigonometry, Analysis, and/or Calculus and successfully assessed. Offered: Fall, Spring, Summer. Lec 3, Cr 3

MATH 1412 Pre-Calculus
This course is an alternative to MATH 1316 and MATH 1348. Topics include functions and their graphs, trigonometric, exponential and logarithmic functions, vectors, conics, systems of equations, sequences and series, and polar coordinates. Prerequisite: MATH 1314 with a minimum grade of "C" or equivalent as determined by the mathematics assessment test. Offered: Fall, Spring, Summer. Lec 3, Cr 3

MATH 2313 Calculus I
This course covers functions, limits, and continuity, the derivative, differentiation of algebraic functions, the derivative as a rate of change, maximum and minimum problems with applications, Rolle's Theorem, the Mean-Value Theorem, higher derivatives, concavity, techniques of graphing, antideriva-

ive, the definite integral and integration with applications. Prerequisite: MATH 1412 with a minimum grade of "C" or MATH 1348 with a minimum grade of "C" or high school Trigonometry, Analysis, and/or Calculus and successfully assessed. Offered: Fall, Spring, Summer Lec 3, Lab 1, Cr 3

MATH 2314 Calculus II
A continuation of MATH 2313 that includes topics such as applications of the definite integral, differentiation and integration of inverse, logarithmic, exponential, inverse trigonometric, and hyperbolic functions with applications; solving differential equations; various techniques of integration with applications; improper integrals, approximate integration, limits of sequences, infinite series, various tests for convergence of a series; power series; Taylor and Maclaurin Series; and application of power series. Prerequisite: MATH 2313 with a minimum grade of "C". Lec 3, Lab 1, Cr 3

MATH 2318 Linear Algebra
An introductory course in linear algebra. Topics include systems of linear equations, vectors in n-space, matrix operations, determinants, and vector spaces. Prerequisite: MATH 1348 or MATH 1412. Offered: Fall, Spring, Summer. Lec 3, Cr 3

MATH 2342 Elementary Statistics
This course is designed to provide the student with an elementary overview of the nature and uses of descriptive and inferential statistics. Topics include descriptive statistics, measures of central tendency and dispersion, probability, distributions, tests of hypothesis and estimation for large and small samples, linear regression and correlation, comparisons, and analysis of variance. Prerequisite: MATH 1314 with minimum grade of "C" or equivalent as determined by the mathematics assessment test. Could be offered any semester. Lec 3, Cr 3

MATH 2413 Calculus I
This course covers functions, limits, and continuity, the derivative, differentiation of algebraic functions, the derivative as a rate of change, maximum and minimum problems with applications, Rolle's Theorem, the Mean-Value Theorem, higher derivatives, concavity, techniques of graphing, antiderivative, the definite integral and integration with applications. Prerequisite: MATH 1412 with a minimum grade of "C" or MATH 1348 with a minimum grade of "C" or high school Trigonometry, Analysis and/or Calculus and successfully assessed. Lec 3, Lab 2, Cr 4

MATH 2414 Calculus II
This course is a continuation of MATH 2413. The course covers the following topics: applications of the definite integral, differentiation, integration, and applications of logarithmic, exponential, trigonometric, hyperbolic functions and their inverses, solving differential equations; various techniques of integration with applications; improper integrals; approximation methods for definite integrals; limits of sequences; infinite series; various tests for convergence of a series; power series; Taylor and Maclaurin Series; and application of power series. Prerequisite: MATH 2413 or MATH 2313 with a minimum grade of "C". Lec 3, Lab 2 Cr 4

MATH 3302 Vector Analysis
A study of the application of vector methods to the problems of mathematics and physics. Topics discussed include vector and scalar products, differentiation of vector valued functions, the divergence theorem, and Stokes theorem. Prerequisite: MATH 2314. Could be offered any semester. Lec 3, Cr 3

MATH 3303 History of Mathematics
This course is a study of the historical development of ideas that shape modern mathematical thinking. Although mathematicians are studied, emphasis is placed on mathematical development. This course cannot be counted toward a major or minor in mathematics. Prerequisite: Junior Level Standing. Could be offered any semester. Lec 3, Cr 3

MATH 3304 Geometric Structures
This course is a study of Euclidean Geometry and Plane Geometry for the purpose of developing the understanding of and ability to create mathemat-

ical proofs. This course cannot be counted toward a major or minor in mathematics. Prerequisite: Junior Level Standing. Could be offered any semester. Lec 3, Cr 3

MATH 3305 Euclidean and Transformational Geometry
An in-depth study of geometrical concepts. Topics include a axiomatic geometry and transformations geometry. Prerequisite: MATH 1348. Could be offered any semester. Lec 3, Cr 3

MATH 3347 Calculus III
Topics include Vectors in space, limit of the function of several variables, differentiation's of the function of multiple variables, and Integration's of the functions of multiple variables. Prerequisite: MATH 2314. Could be offered any semester. Lec 3, Cr 3

MATH 3349 Differential Equations
This course concentrates on solving ordinary differential equations by a variety of methods and techniques including Laplace Transforms. Also included in this course are elementary application problems and solving systems of linear differential equations. Prerequisite: MATH 2314. Could be offered any semester. Lec 3, Cr 3

MATH 3373 Discrete Structures
This course is an introduction to discrete mathematics with minimal mathematics requirements. This course extends the students' mathematical maturity and ability to deal with abstraction. Topics include logic and proofs, set theory, relations, functions, algorithms, combinatorics, graph theory, directed graphs and binary trees, ordered sets and lattices, and propositional calculus. Particular emphasis is given to structures applicable to mathematics which are essential for the mathematics major or minor. Prerequisite: MATH 1314 and Junior standing. Could be offered any semester. Lec 3, Cr 3

MATH 4302 Theory of Numbers
This course includes a study of divisibility of integers, prime factorizations, congruence, and Diophantine equations. Prerequisite: MATH 1314. Could be offered any semester. Lec 3, Cr 3

MATH 4339 Probability and Statistics
This course introduces the student to the mathematical theory of probability and statistics. Topics include probability, random variables, discrete and continuous probability distributions, expectation and variance. Moments and moment generating functions and the central limit theorem. Prerequisite: MATH 2314, MATH 3347. Could be offered any semester. Lec 3, Cr 3

MATH 4348 Advanced Linear Algebra
This course covers linear transformations, matrix representations of linear transformations, similarity of matrices, orthogonality, least squares problems, the Gram-Schmidt orthogonalization, eigenvalues and eigenvectors, systems of linear differential equations, diagonalization, Hermitian matrices, quadratic forms, positive definite matrices. Prerequisite: MATH 1314, MATH 2318. Could be offered any semester. Lec 3, Cr 3

MATH 4351 Modern Algebra
This course provides an introduction to algebraic structures. Topics to be taken from groups, rings and fields. Prerequisite: MATH 2314. Could be offered any semester. Lec 3, Cr 3

MATH 4357 Real Analysis
This course presents a rigorous introduction to the elements of real analysis. Topics include sequences, series, functions, limits, continuity, and derivatives. Prerequisite: MATH 2314 and MATH 3347. Could be offered any semester. Lec 3, Cr 3

MATH 4364 Special Problems in Mathematics
This course covers special undergraduate topics in mathematics not elsewhere in the department. May be repeated for credit. Prerequisite: Junior Level Standing. Could be offered any semester. Lec 3, Cr 3

MATH 4371 Multivariable Analysis
This course covers various topics selected from the theory and application of the calculus of functions of several variables. Prerequisite: Junior Level Standing. Could be offered any semester. Lec 3, Cr 3

MATH 4379 Special Problems in Applied Mathematics
This course covers special undergraduate topics in applied mathematics which are not taught elsewhere in the department. May be repeated for credit when topic is different. Prerequisite: Junior Level Standing. Could be offered any semester. Lec 3, Cr 3

Manufacturing Engineering Technology (MFET)

See MFET Manufacturing Engineering Technology

Mechanical Engineering Technology (MEET)

MEET 1301 Introduction to Computers for Technologists
Development of computer skills in operating system utilities, word processing, spreadsheets, databases, graphics, communications, networking and programming with applications in engineering technology. Lec 2, Lab 2, Cr 3

MEET 3330 Transport Technologies I
First and second laws of thermodynamics, fluid properties, conduction, convection and radiant heat transfer. Prerequisite: MATH 2314. Lec 3, Cr 3

MEET 3331 Transport Technologies II
Analysis and applications of fluid mechanics and fluid power to mechanical systems, components and control of hydraulic and pneumatic systems. Prerequisite: MEET 3330. Lec 3, Cr 3

MEET 3333 Mechanical Subsystem Design
Selection and computer-aided graphical representation of mechanical subsystems for the transmission of mechanical power and/or generation of mechanical motion. Component selection of gears, cams, belt and chain drives, clutches and transmissions will use data sources of contemporary manufacturers ranging from vendor catalogs to computerized databases. Prerequisite: MEET 3351. Lec 2, Lab 3, Cr 3

MEET 3351 Mechanical Engineering Laboratory
Team-based and individual open-ended projects, investigations and assignments in mechanical fluid and thermal systems. Emphasis on system analysis and improvement. Co-requisite: MEET 3330. Lab 9, Cr 3

MEET 4325 Mechanical Power Systems
Technology of prime movers and their operating characteristics; plants for generating electric power, internal and external combustion engines, motors and turbines. Prerequisite: MEET 3351 and MEET 3331. Lec 2, Lab 3, Cr 3

Medical Laboratory Technology (TMLT)

See TMLT Medical Laboratory Technology

Manufacturing Engineering Technology (MFET)

MFET 2321 Manufacturing Process Planning
Fundamentals of Manufacturing, design and concepts of systems of Manufacturing, product planning and design including design optimization, process planning and optimization, facility layout and systematic layout planning, aggregate production planning and production scheduling, automation and its role in Manufacturing optimization, and modern Manufacturing planning concepts. Lec 3, Cr 3

MFET 2420 Manufacturing Process Technologies
Introduction to Manufacturing processes including metal cutting, measurements and metrology, deformation processes, casting, welding, joining, and composites. Prerequisite: ENGT 2401. Lec 3, Lab 3, Cr 4

MFET 3311 International Quality Assurance Systems
Study of the statistical methods used in international markets for the assurance of product quality. International standards and practices including ISO 9000 will be examined, along with practical fundamentals of control charts, correlation, regression and design of experiments. Prerequisite: ENGT 2303, MFET 2420. Lec 3, Cr 3

MFET 3320 Product and Process Design
Application of the engineering design and problem solving process for products and Manufacturing processes. Concepts of product life cycle, reliability, repairability, engineering specifications, productivity and product cost will be introduced. Prerequisite: MFET 2420, 2140, ENGT 2201. Lec 2, Lab 3, Cr 3

MFET 3325 Manufacturing Process Planning
Introduction to basic Industrial Engineering functions including process engineering, work analysis, workplace design, time and motion studies, line balancing, inventory control and Material handling systems. Prerequisite: MFET 2420. Lec 3, Cr 3

MFET 3331 Computer Aided Manufacturing
Introduction to the integration of design and manufacturing in computer-based systems. Applications of engineering design theory and methodology, 2D and 3D graphics, dimensions, tolerances and fits. Extensive use of commercial Computer Aided Design/CAM systems. Prerequisite: MFET 2140, MFET 2420, ENGT 2201. Lec 2, Lab 3, Cr 3

MFET 3341 Electronic Assembly Technology
Basics of assembly equipment and processes for printed circuit board assembly including surface mount, insertion machines, screen printing, soldering, cleaning and testing. Prerequisite: MFET 2420, Lec 2, Lab 3, Cr 3

MFET 3351 Plastics Manufacturing Technology
Focuses on the important relationship between Material properties, molding processes, product design and performance of finished products. Prerequisite: MFET 2420. Lec 2, Lab 3, Cr 3

MFET 4321 Designed Experimentation
Application of computer systems to the design and execution of engineering experimentation for product and process design, analysis and problem solving. Covers classical and modern factorial experimentation techniques, response surface analysis, experimental design, execution and data analysis. Prerequisite: MFET 3311. Lec 3, Cr 3

MFET 4360 International Environmental Issues in Manufacturing
Concepts of pollution prevention, international regulations including ISO 14000 and environmental impact on a global basis as it relates to manufacturing activities. Prerequisite: Senior Standing. Lec 3, Cr 3

Military Science (ROTC)

See Reserve Officer Training (ROTC)

Music (MUAP, MUSI)

Theory

MUSI 1162 Diction I
A study of phonetic sounds of the German and Italian languages to promote the ability to sing in those languages, utilizing the International Phonetic Alphabet (I P A). Prerequisite: READ 0300 or appropriate assessment. Lab 2, Cr 1

MUSI 1165 Diction II
A continuation of MUSI 1162 with an emphasis on the Spanish and French languages. Prerequisite: MUSI 1162. Lab 2, Cr 1

MUSI 1263 Improvisation
Designed to provide background in the art of improvisation and knowledge of basic materials and practices as a foundation for improvising or extemporaneous playing. Course may be repeated for additional credit. Lec 1, Lab 2, Cr 2

MUSI 1301 Music Fundamentals
An introduction to the elements of music. Includes study of music reading in various clefs, notation, rhythm, time signatures and meters, scales and modes, key signatures, intervals, and chords. Designed for non-music majors, but may also be taken (as a prerequisite to MUSI 1311) by music majors or minors with no previous experience. Lec 3, Cr 3

MUSI 1311 Music Theory I
Intervals, scales, chord structures, chord progressions, simple cadences, use of inversions, non harmonic tones, seventh chords, simple modulations and harmonization of melodies, part-writing, music reading, keyboard skills aural rhythmic, melodic and harmonic dictation are studied. Prerequisite: READ 0302 or appropriate assessment score. Lec 3, Lab 2, Cr 3

MUSI 1312 Music Theory II
Continuation of MUSI 1311. Lec 3, Lab 2, Cr 3

MUSI 2311 Music Theory III
The study of figured bass, alto and tenor clefs, elementary formal concepts, intervals, scales, chord structure, chord progressions, simple cadences, use of inversions, non harmonic tones, seventh chords, modulations and harmonization of melodies. Part writing, sight singing, keyboard and aural skills are also included. Prerequisite: MUSI 1312. Lec 3, Lab 2, Cr 3

MUSI 2312 Music Theory IV
Continuation of MUSI 2311. Lec 3, Lab 2, Cr 3

MUSI 3211 Orchestration & Arranging
A study of the basic techniques of instrumentation, including ranges, transpositions, and characteristics of band, jazz band and orchestral instruments. This course will also study the basic techniques of vocal arranging. Prerequisite: MUSI 2312 Lec 2, Cr 2

MUSI 3312 Counterpoint and Analysis
A survey of polyphony of the eighteenth through the twentieth centuries with emphasis on creative projects. Prerequisite: MUSI 2312 Lec 3, Cr 3

MUSI 3289 Introduction to Conducting
An introduction to the basic techniques of conducting. This course is intended for both instrumental and choral music majors. Prerequisite: MUSI 1312 Lec 2, Cr 2

MUSI 4289 Advanced Conducting
The study and application of advanced conducting techniques with emphasis on the development of analytical and interpretive skills in both instrumental and choral conducting. Prerequisite: MUSI 3289 Lec 2, Cr 2

Literature

MUSI 1306 Music Appreciation

A non technical survey course designed for the intelligent appreciation of traditional musical styles represented throughout history. Recordings, videos, and live performances help illustrate the influence of music within the various fine arts. (Does not fill any requirement for a music major.) Lec 3, Cr 3

MUSI 1308 Music Literature

An introduction to important musical trends, styles, and literature of Western Civilization from the Middle ages to the present. Prerequisite: MUSI 1312 or concurrent enrollment in MUSI 1312. Lec 3, Lab 1, Cr 3

MUSI 2310 Special Topics in Music

A variety of special topics in music. Topics will be of a survey nature and may include: Jazz, Rock, Folk, Contemporary Music, Latin American Music and Texas Border Music. Course may be repeated for credit. Topics will vary. Open to all college students. (Does not fill any requirement for a music major.) Lec 3, Cr 3

MUSI 3308 Music History I

A comprehensive study of musical styles, forms and textures of music from antiquity to the Baroque era. Prerequisite: MUSI 1308,2312 Lec 3, Lab 1, Cr 3

MUSI 3309 Music History II

A comprehensive study of musical styles, genres, composers and literature from the Pre-Classical era to the present. Prerequisite: MUSI 1308,2312 Lec 3, Lab 1, Cr 3

Class Instruction

MUSI 1114 Keyboard Skills I

This course is designed to teach student keyboardists the requisite skills to interpret and perform works in the jazz idiom. Prerequisite: Advanced keyboard skills. Lab 3, Cr 1

MUSI 1115 Keyboard Skills II

A continuation of Keyboard Skills I. Prerequisite: MUSI 1114. Lab 3, Cr 1

MUSI 1166 Woodwind Class I

Introduction to the mechanics and care of the flute, clarinet, and saxophone, embouchure, breath control, tonguing and intonation problems, literature, maintenance, and minor repair are emphasized. Lab 3, Cr 1

MUSI 1168 Brass Class I

A study of the techniques of playing the trumpet and French horn. Topics covered include the embouchure, articulation, breath control, tone production, equipment, brass instrument history, transportation, maintenance and repair. Lab 3, Cr 1

MUSI 1181 Piano Class

Development of piano technique and musical style in a class situation. This course is intended and usually limited to music majors and minors. Others may be admitted to this course as room permits. This course may be repeated up to four times for credit. In each subsequent taking of this course the level of difficulty increases. Music majors must be enrolled in this course until they pass the piano proficiency exam. Lab 3, Cr 1

MUSI 1183 Voice Class I

Introduction to instruction in the fundamentals of singing, with emphasis on breathing and tone production. Lab 3, Cr 1

MUSI 1184 Voice Class II

Emphasis on voice projection, clarity of tone and song interpretation. Continuation of MUSI 1183. Prerequisite: MUSI 1183. Lab 3, Cr 1

MUSI 1188 Percussion Class I

Special attention is given to hand position, sticking techniques and tuning of snare, bass and trap drums and timpani. Cymbals and other utility percussion instruments, their uses and effects, will also be studied. Lab 3, Cr 1

MUSI 1189 Strings Class I

Introduction to the fundamentals of the violin, viola, cello and bass, with emphasis on basic technique and bowing. Lab 3, Cr 1

MUSI 1192 Guitar Class I

Development of guitar technique and musical style in a class situation. Lab 3, Cr 1

MUSI 1193 Guitar Class II

Continuation of MUSI 1192. Prerequisite: MUSI 1192. Lab 3, Cr 1

MUSI 2166 Woodwind Class II

Introduction to the mechanics and care of double reed instruments (oboe and bassoon), embouchure, breath control, tonguing, literature, maintenance, and minor repair and intonation problems are emphasized. Continuation of MUSI 1166. Prerequisite: MUSI 1166 Lab 3, Cr 1

MUSI 2168 Brass Class II

Introduction to the mechanics and care of the trombone, euphonium and tuba, embouchure, articulation, breath control, tone production of equipment, bass instrument history, transposition, maintenance and repair. Continuation of MUSI 1168 Prerequisite: MUSI 1168. Lab 3, Cr 1

MUSI 2188 Percussion Class II

Continuation of MUSI 1188. Prerequisite: MUSI 1188. Lab 3, Cr 1

MUSI 2189 Strings Class II

Advanced instruction with emphasis on third positions and vibrato. Continuation of MUSI 1189. Prerequisite: MUSI 1189. Lab 3, Cr 1

MUSI 3304 Elementary Music Techniques - General

This general course provides an introduction to the following elementary music methods and approaches: Kodaly, Orff, Dalcroze, Music Memory, and CM (Comprehensive Musicianship). It also surveys the National Standards in Music Education and the National Assessment of Music Education in the schools. Prerequisite: MUSI 1312,1308. Lec 3, Cr 3

MUSI 3306 Secondary Choral Techniques

This course provides an introduction to: basic choral literature for intermediate and secondary choirs, small ensemble literature, solo vocal repertoire, jazz/show choir/choreography, concert programming, counting systems, sight-reading methods and texts. It also surveys the rules, regulations, and competitions of the University Interscholastic League (UIL) and Texas Choral Directors Association. Prerequisite: MUSI 1308, 1312, 3289. Lec 3, Cr 3

MUSI 3307 Secondary Instrumental Techniques

This course provides an introduction to the following: basic literature for beginning, intermediate, and secondary bands, small ensemble literature, solo instrumental repertoire, concert programming, counting systems, sight-reading methods and texts, jazz band literature and improvisation materials. It also surveys the rules, regulations, and competition of the U.I.L. (University Interscholastic League) and T.B.A. (Texas Bandmasters Association). Prerequisite MUSI 1308, 1312, 3289. Lec 3, Cr 3

MUSI 4211 Computer Applications in Music

An introduction to computer programs important to the musician and music educator. Topics covered include MIDI applications, sequencing, music notation, wordprocessors, spreadsheet, classroom management programs, marching drill programs and the Internet. Prerequisite: MUSI 2312. Lec 3, Cr 2

MUSI 4301 Senior Experience in Music

This course provides a capstone experience for the music major. It is designed to make connections of the various elements of the music degree. This course also serves as a review for the ECET exam. Prerequisite: Advanced standing in music. It is intended to be one of the very last classes that music major would study. Lec 3, Cr 3

Ensembles

MUSI 1131/3131 Estudiantina

A traditional folkloric instrumental and vocal group. Students will study and perform folk music of Mexico and Spain. Membership is determined by permission of director through audition. Course may be repeated for additional credit. Lab 3, Cr 1

MUSI 1132/3132 Accompanying and Chamber Music

This course is designed to afford the keyboardist the opportunity of learning the requisite skills needed to become a competent accompanist. Membership is determined by permission of director through audition. Course may be repeated for additional credit. Prerequisite: Advanced Keyboard Skills. Lab 3, Cr 1

MUSI 1137/3137 Guitar Ensemble

This course is designed to afford the guitar major experience in ensemble playing. A study of performance practice and literature of the guitar ensemble will be emphasized. Membership is determined by permission of director through audition. Course may be repeated for additional credit. Prerequisite: Advanced guitar skills. Lab 3, Cr 1

MUSI 1239/3239 Stage Band/Jazz Ensemble

Rehearsal and performance of popular, dance, and jazz music on and off campus. Membership is determined by permission of director through audition. Course may be repeated for additional credit. Lab 4, Cr 2

MUSI 1241/3241 Campus Choir

The chorus performs a wide variety of music representing the literature of the great eras of music history. Membership is determined by permission of director through audition. Course may be repeated for additional credit. Lab 4, Cr 2

MUSI 1154/3154 Vocal Ensemble

The Vocal Ensemble is a chamber ensemble comprised of students with established choral experience. The student will gain experience and knowledge of ensemble literature, exposure to correct concepts of ensemble sonority, and historical interpretation of various periods of music. Membership is determined by permission of director through audition. Course may be repeated for additional credit. Concurrent enrollment in MUSI 1241 required. Lab 3, Cr 1

MUSI 1159/3159 Opera Workshop

A study and performance of music selected from the opera repertoire and works of the music theater. Membership is determined by permission of director through audition. Course may be repeated for additional credit. Lec 2, Lab 2, Cr 1

MUSI 2127/3127 Concert Band

The concert band studies and performs a wide variety of music representing the literature and sonority of sounds of the great eras of music history up to the contemporary sounds of today's composers. Membership is determined by permission of director through audition. Course may be repeated for additional credit. Lab 3, Cr 1

MUSI 2135/3135 Vocal Jazz Choir

The choir is performance oriented, concentrating on compositions for small vocal ensembles. Literature performed may include compositions of contemporary and popular music. Membership is determined by permission of director through audition. Course may be repeated for additional credit. Lab 3, Cr 1

MUSI 2139/3139 Instrumental Chamber Ensembles

Smaller instrumental ensembles - wind, string, percussion, piano or laboratory (Jazz, Rock, Fusion, Contemporary) Membership is determined by permission of director through audition. Course may be repeated for additional credit. Lab 3, Cr 1

MUSI 3170 Performance Recital

Public performance of specific applied literature assigned by the student's major applied instructor. This course is intended for the music major NOT seeking teacher certification. Lab 1, Cr 1

Lower-Division Applied Lessons for Music Educators

The following courses are lower division applied music courses for music majors seeking teacher certification. The student must pass an entrance audition to gain admission into the first semester of applied music, perform on a student recital, appear before the faculty jury, be concurrently enrolled in an ensemble and attend a set number of live performances approved by the Music Faculty. See the Chair of the Fine Arts Department for details. Students normally progress to the next higher level each semester. Occasionally it may require more than one semester of study to accomplish this progress. The progress of each student from one semester to another is dependent on the faculty jury held at the conclusion of each semester. Lab 1, Pract 10, Cr 2

Applied Music I MUAP 1287

Applied Music II MUAP 1288

Applied Music III MUAP 2287

Applied Music IV MUAP 2288

Upper-Division Applied Lessons for Music Educators

The following courses are upper division applied music courses for music majors seeking teacher certification. The student must have completed four semesters of lower division applied music on the same instrument, presented a sophomore recital, perform on a student recital, appear before the faculty jury, be concurrently enrolled in an ensemble and attend a set number of live performances approved by the Music Faculty. See the Chair of the Fine Arts Department for details. Occasionally it may require more than one semester of study to accomplish this progress. The progress of each student from one semester to another is dependent on the faculty jury held at the conclusion of each semester. Fee \$60.00 Lab 1, Pract 10, Cr 2

MUAP 3201 Applied Music V

MUAP 3202 Applied Music VI

MUAP 4201 Applied Music VII

MUAP 4202 Applied Music VIII

Lower-Division Applied Lessons for Non-Music Educators

The following courses are lower division applied music courses for music majors NOT seeking teacher certification. The student must pass an entrance audition to gain admission into the first semester of applied music, perform on a student recital, appear before the faculty jury, be concurrently enrolled in an ensemble and attend a set number of live performances approved by the Music Faculty. See the Chair of the Fine Arts Department for details. Occasionally it may require more than one semester of study to accomplish this progress. The progress of each student from one semester to another is dependent on the faculty jury held at the conclusion of each semester. Lab 2, Pract 20, Cr 3

Applied Music I MUAP 1387

Applied Music II MUAP 1388

Applied Music III MUAP 2387

Applied Music IV MUAP 2388

Upper-Division Applied Lessons for Non-Music Educators

The following courses are upper division applied music courses for music majors NOT seeking teacher certification. The student must have completed four semesters of lower division applied music on the same instrument, presented a sophomore recital, perform on a student recital, appear before the faculty jury, be concurrently enrolled in an ensemble and attend a set number of live performances approved by the Music Faculty. See the Chair of the Fine Arts Department for details. Occasionally it may require more than one semester of study to accomplish this progress. The progress of each student from one semester to another is dependent on the faculty jury held at the conclusion of each semester. Lab 2, Pract 20, Cr 4

- MUAP 3401 Applied Music V
- MUAP 3402 Applied Music VI
- MUAP 4401 Applied Music VII
- MUAP 4402 Applied Music VIII

Bachelor of Science in Nursing

(NURS)

NURS 3303 Nursing of the Family in Psychosocial Crisis

This course is a broad spectrum of psychological phenomena. The content of this course includes psychosocial assessment and intervention strategies. Emphasis is placed on the integration of the teaching process, pharmacology, and nurse-and-client therapeutic relationship within the nursing process framework. Topics included in this course are affective disorder, stress, adaptation, personality disorder, psychoses and anxiety. Prerequisite: Acceptance into program. *CBE, Cr 3

NURS 3405 Health Assessment in Professional Nursing

Theory and skills of health assessment, including health history, physical examination and cultural assessment of infants, adults and elderly are emphasized. Prerequisite: NURS 3701, NURS 3702, NURS 3303, NURS 3604. Lec 2, Lab 6, Cr 4

NURS 3407 Cultural Diversity in the Workplace of the Health Professional

This course focuses on increasing the knowledge base of the health-care professional to facilitate the delivery of culturally relevant health care. Presentation and discussions will be used to expand the students' knowledge based related to the beliefs, customs and health practices of selected cultural groups. Written and spoken Spanish that is specifically related to the health care professionals will be emphasized. A review of current research literature related to Cultural Diversity and health care with emphasis on the Hispanic Culture will be conducted to increase the students' awareness of the Hispanic values related to health care. Prerequisite: NURS 3701, NURS 3702, NURS 3303, NURS 3604. Lec 4, Cr 4

NURS 3604 Clinical Skills in Nursing Practice

The focus of this course is on the clinical nursing skills associated with the delivery of competent nursing care to clients/patients with varied alterations of their health status. In this course the student will be required to demonstrate mastery of selected basic nursing skills in a simulated clinical setting. NURS 3604 has a written component and a skills practical examination. The written component contains 100 questions. Among the areas tested are nursing process and professional nursing skills. The practical examination requires that the student demonstrate competence in selected professional nursing skills, for example, medication administration (I.V., I.M., S.C.), catheterization (male, female), sterile dressing change, tracheotomy suctioning and nasogastric irrigation and suction. Prerequisite: NURS 3701, NURS 3702, NURS 3303. *CBE, Cr 6

NURS 3606 Health Promotion in Professional Nursing
This course is the study of factors contributing to the health of individuals from culturally diverse backgrounds and the role of the nurse in assessing and meeting the needs of the individual. Concepts include wellness, stress, groups, nursing process, the profession, client teaching, communication, and crisis. Prerequisite: NURS 3701, NURS 3702, NURS 3303, NURS 3604. Lec 3, Lab 9, Cr 6

NURS 3701 Nursing of the Adult Client with Alterations in Homeostasis

This course focuses on the nursing care of the adult client in a variety of settings and at various stages of the health-illness continuum. Pharmacology, nutrition, comfort, rest, inflammatory and infection, immunity, surgical intervention, oxygenation, circulation, elimination, integument cellular growth and thermal regulation are included in this course. Prerequisite: Acceptance into program. *CBE, Cr 7

NURS 3702 Nursing of the Childbearing and Childrearing Families

This course focuses on nursing care associated with Childbearing and Childrearing. Topics are centered in the antepartal, postpartal, and neonatal periods. Both the normal and complicated phases of childbearing are covered. Pharmacology, nutrition, the teaching process, and communication are presented within the framework of the nursing process. Nursing care of children of all ages and at various stages of the health-illness continuum is examined. Prerequisite: Acceptance into program. *CBE, Cr 7

NURS 4301 Pathophysiology

This course builds upon the understanding of anatomy and physiology. A general introduction to chemistry, required to understand physiology, is included. The mechanisms of disease and the various adaptive and compensatory mechanisms which maintain homeostasis are identified. This knowledge will be applied to evaluate the appropriateness and the utility of clinical nursing interventions. Prerequisite: Registered Nurse or consent of instructor. Lec 3, Cr 3

NURS 4302 Nursing Care of the Elderly

This course focuses on the natural process of aging, myths about aging, the aging process, communicating with the elderly client, common nursing diagnoses of the elderly client, common medical diagnoses of elderly clients and current gerontological research. Prerequisite: Registered nurse or consent of instructor. Lec 3, Cr 3

NURS 4303 Spirituality and Its Effects on Health

This course provides an overview of concepts that connect spirituality and health with an emphasis on the body-mind connection. The influence of religion, spirituality, and holism is applied to the concept of health. Prerequisite: Registered Nurse or consent of instructor. Lec 3, Cr 3

NURS 4304 Mexican American Health Care Concerns

The focus of this course is on the Mexican American client. Historical background of the people, cultural beliefs, concepts of health, medical diagnosis common to the Mexican American client and the alternative measures used for prevention and treatment of illnesses are explored. Prerequisite: Registered Nurse or consent of instructor. Lec 3, Cr 3

NURS 4309 Research in Professional Nursing

The student is introduced to the research process. The focus is on the utilization of the research findings in nursing practice. The course provides students with the opportunity to utilize the fundamentals of research as a basis for identifying researchable problems in nursing. This course develops skills in critical thinking for the evaluation of research projects. Prerequisite: NURS 3701, NURS 3702, NURS 3303, NURS 3604, NURS 3405, NURS 3606, NURS 3407, NURS 4408. Lec 3, Cr 3

NURS 4311 Contemporary Issues in Professional Nursing

This course examines contemporary issues and trends affecting the professional nurse and the profession, including the changes in the social and cultural attitudes of society. A major focus is an in-depth analysis of

topics relevant to nursing today and in the future. The role of the nurse as the clients's advocate is studied. Prerequisite: NURS 3701, NURS 3702, NURS 3303, NURS 3604, NURS 3405, NURS 3606, NURS 3407, NURS 4408, NURS 4309, NURS 4610. Lec 3, Cr 3

NURS 4336 Special Topics in Nursing

This course focuses on a current health care issue. Topics vary from semester to semester and are offered on a rotating basis. Different topics may be repeated for credit. Prerequisite: Registered Nurse or consent of instructor. Lec 3, Cr 3

NURS 4408 Family Centered Nursing

The major focus of this course is the role of the professional nurse in promoting family health. This course provides a clinical practicum wherein students have the opportunity to intervene with families in their usual environment. Emphasis will be placed on the cultural beliefs and practices of the family regarding health. Topics for this course include family developmental theory, adaptive patterns, assessment of the family, aging, sexuality, and teaching. Prerequisite: NURS 3701, NURS 3702, NURS 3303, NURS 3604, NURS 3405, NURS 3606, NURS 3407. Lec 2, Lab 6, Cr 4

NURS 4610 Professional Nursing in the Community

This course places emphasis on the community as a major determinant of the health status of its individual members from multicultural backgrounds and environment. Topics in this course include the role of the professional nurse in the community, community health needs and problems, health care delivery systems, epidemiology, communicable disease control, environmental influences, mental health groups and the teaching process. The clinical practicum provides an opportunity for the student to promote community health with population groups in a variety of settings. Prerequisite: NURS 3701, NURS 3702, NURS 3303, NURS 3604, NURS 3405, NURS 3606, NURS 3407, NURS 4408. Lec 3, Lab 9, Cr 6

NURS 4612 Leadership in Professional Nursing

This course emphasizes a theoretical and experiential approach to identifying the role of the professional nurse in the health-care system. Current theories of leadership, management, and change are related to the practice of professional nursing. Other topics include economics of health care, staff development, and total quality management. During the clinical practicum students will have the opportunity to function as a nurse manager. Prerequisite: NURS 3701, NURS 3702, NURS 3303, NURS 3604, NURS 3405, NURS 3606, NURS 3407, NURS 4408, NURS 4309, NURS 4610. Lec 3, Lab 9, Cr 6

Office Administration (OFAD)

OFAD 1314 Filing Systems

A course to give students an understanding of records management. Special emphasis is given to the systems approach, terminology, equipment and filing procedures. Rules are taught for alphabetic, subject, numeric, and geographic filing. Students should learn how filing and records management fit into business offices and organizations. Lec 3, Cr 3

OFAD 2304 Basic WordPerfect

A hands-on introduction to word processing, including concepts, careers, the document cycle, information processing equipment, and terminology. The first of a two-part course in the WordPerfect software program covers the basic functions, including creating, retrieving, editing, printing, formatting documents, copying and moving text, spell checking and enhancing text. Prerequisite: TSEC 1301 or equivalent. Lec 3, Cr 3

OFAD 2305 Advanced WordPerfect

An advanced word processing course using the WordPerfect software program. Students are given the opportunity to continue gaining advanced skills through application exercises and document production using this software. Prerequisite: OFAD 2304 or equivalent. Lec 3, Cr 3

Philosophy (PHIL)

PHIL 1301 Introduction to Philosophy

Introduction to Philosophy is designed to acquaint students with the range of topics within philosophy and to provide them with general notions of the history of ideas. More specifically, the course will stress critical thinking as the foundation for all philosophical analysis. Topics include epistemology, metaphysics, ethics, and logic. Lec 3, Cr 3

PHIL 1316 History of Judaism

A nonsectarian, historical study of the Hebrew people, their literature, and their religious concepts from the earliest known period to the time of Christ. Major personalities of the Old Testament and the continuity of Hebrew history are examined. Lec 3, Cr 3

PHIL 1317 History of Christianity

The Christian movement in the Mediterranean world during the first century. The life of Christ, the beginning of the Christian church, the life and letters of Paul, and the general development of the New Testament, from a nonsectarian historical viewpoint. Lec 3, Cr 3

PHIL 2306 Introduction to Ethics

Analysis of basic principles and methods of evaluating human behavior, including critical examination of both classical and contemporary ethical theories, with emphasis upon their application to personal decision making and contemporary moral issues. Lec 3, Cr 3

Physics (PHYS)

PHYS 1101 General Physics Laboratory I

Laboratory experiments in classical mechanics, heat, and wave motion. Prerequisite or concurrent enrollment: PHYS 1301. Lab 3, Cr 1

PHYS 1102 General Physics Laboratory II

Laboratory experiments in electricity, magnetism, light, and modern physics. Prerequisite or concurrent enrollment: PHYS 1302. Lab 3, Cr 1

PHYS 1301 General Physics I

Fundamentals of classical mechanics, heat and thermodynamics, vibratory motion, waves and sound. Prerequisite: High school trigonometry or credit for MATH 1314 and credit for registration in MATH 1316. Lec 3, Cr 3

PHYS 1302 General Physics II

Fundamentals of electricity, magnetism, electromagnetic interaction, light, and modern physics. Prerequisite: PHYS 1301. Lec 3, Cr 3

PHYS 1410 Applied Physics

A course designed primarily for the technology programs to explain the basic concepts of the properties of matter, mechanics, and heat, with emphasis on applications and problem solving. Prerequisite: One year of high school algebra. Lec 3, Lab 3, Cr 4

PHYS 1411 Introduction to Astronomy

This course is designed to give an introduction to the study of Astronomy. Topics included are the formation of the planetary system, birth, evolution, and death of stars. Black holes, Neutron stars and supernovas, and the current status of research in this area is also presented. Lec 3, Lab 2, Cr 4

PHYS 1415 Motion, Matter & Energy

A laboratory course in the physical sciences for non-science majors. Topics are selected from mechanics, electricity and magnetism, nuclear science and chemistry to illustrate the history, philosophy and methods of science. Lec 3, Lab 2, Cr 4

PHYS 1417 The Earth, The Sky, and The Heavens

A laboratory course in the physical sciences for non-science majors. Topics are selected from Geology, geophysics, meteorology, oceanography, electricity, astronomy, and astro-physics to illustrate the philosophy and methods of science. Lec 3, Lab 2, Cr 4

PHYS 2125 Engineering Physics Laboratory I
Laboratory experiments in classical mechanics, heat, and vibratory motion. Prerequisite or concurrent enrollment: PHYS 2325. Lab 3, Cr 1

PHYS 2126 Engineering Physics Laboratory II
Laboratory experiments in electricity, magnetism, light, and modern physics. Prerequisite or concurrent enrollment: PHYS 2326. Lab 3, Cr 1

PHYS 2325 Engineering Physics I
Introductory classical mechanics, including vibrations and waves, and heat and thermodynamics. Prerequisite or concurrent enrollment: MATH 2313. Lec 3, Cr 3

PHYS 2326 Engineering Physics II
Introductory electromagnetic theory and applications, electromagnetic waves, solid state and modern physics. Prerequisite: PHYS 2325 and credit or registration for MATH 2314. Lec 3, Cr 3

PHYS 2425 University Physics I
This course is the first of a three-semester sequence of courses for Physics and Engineering majors. The topics addressed will be an introduction to classical mechanics including statics and dynamics. Prerequisite or concurrent enrollment in MATH 2313. Lec 3, Lab 3, Cr 4

PHYS 2426 University Physics II
This is the second course in the three-semester introductory sequence for physics and engineering majors. The topics addressed will be an introduction to oscillation and waves, and heat and thermodynamics. Prerequisite: PHYS 2425 and credit or concurrent enrollment MATH 2314. Lec 3, Lab 3, Cr 4

PHYS 2427 University Physics III
This is the third semester of the introductory sequence for physics and engineering majors. The topics addressed will be an introduction to electricity, magnetism, light and optics. Prerequisite: PHYS 2426. Lec 3, Lab 3, Cr 4

PHYS 3201 Advanced Physics Laboratory I
A course in experimental physics designed to give the student experience with real world apparatus such as lasers, high field magnets, detectors, radioactive sources, vacuum equipment, and sophisticated electronic devices such as lock-in amplifiers and multichannel scalars. The course also stresses writing of reports in the formats of the ATP Style Manual. Prerequisite: Junior standing in the Physics Degree Program Lab 6, Cr 2

PHYS 3310 Classical Mechanics
A rigorous treatment of particle kinematics and dynamics. Systems of particles and the conservation laws. Rigid body motion. Lagrangian mechanics of small oscillations and coupled oscillators. Prerequisite: PHYS 3400, MATH 3349. Lec 3, Cr 3

PHYS 3320 Thermodynamics
Equilibrium states of single component substances. Changes of state, specific heats, and heat transfer. Thermodynamics laws and functions in quasi equilibrium processes. Analysis of thermodynamic cycles. Prerequisite: PHYS 3400, MATH 3349. Lec 3, Cr 3

PHYS 3390 Mathematical Methods in Physics
This course studies the application of various mathematical techniques to advanced problems in physics. Topics may include functions of a complex variable, the calculus of residues, integral transformations, the special functions of mathematical physics and partial differential equations with special applications to the heat equation and Schrödinger's equation. Prerequisite: MATH 2314 and PHYS 2326. Lec 3, Cr 3

PHYS 3400 Modern Physics
Special relativity, Planck's radiation law, elements of quantum theory, atomic and molecular structures and spectra. The atomic nucleus, nuclear reactions, and an introduction to elementary particles. Prerequisite: PHYS 2326 and credit or registration for MATH 3329. Lec 3, Lab 3, Cr 4

PHYS 4300 Undergraduate Research Project
A special laboratory research project, to be carried out under the direction of a faculty member, resulting in a written report. Prerequisite: Senior standing in Physics degree program and consent of a supervising faculty member. Lec 1, Lab 9, Cr 3

PHYS 4320 Quantum Mechanics
The Schrödinger equation, operators, and perturbation methods. Applications to the harmonic oscillator and the hydrogen atom. Prerequisite: PHYS 3400, MATH 3349. Lec 3, Cr 3

PHYS 4330 Electromagnetic Theory
The theory of electrostatics, electromagnetics, electrical and magnetic properties of materials, electric and magnetic fields, electric current, Ohm's law, the Biot-Savart law, Maxwell's Equations. Prerequisite: PHYS 3400 and MATH 3349. Lec 3, Cr 3

PHYS 4380 Special Topics in Physics
Special topics in physics, arranged for individuals or small groups. May be repeated for credit up to a maximum of six hours. Prerequisite: Permission of the instructor. Lec 3, Cr 3

PHYS 4390 Computational Methods in the Physical Sciences

This is an introduction to the techniques and use of computers to solve physical problems. The topics covered include the study of finite difference methods, the implementation of linear algebra problems to solve systems of equations, and the use of Monte Carlo methods, spectrum analysis and techniques of scientific visualization will be covered. Prerequisite: PHYS 3390, PHYS 1302, COSC 1317 or 1318 or permission of instructor. Lec 3 Cr 3

Psychology (PSYC)

PSYC 2301 Introduction to Psychology
A survey of the scope and methods of psychology, cultivation of a scientific attitude toward behavior. Lec 3, Cr 3

PSYC 2308 Developmental Psychology: Infancy and Childhood

This course investigates the physical, behavioral, mental, emotional and social changes that accompany growth and development during infancy and childhood. Lec 3, Cr 3

PSYC 2314 Lifespan Developmental Psychology
The study of the biological, cognitive and psychosocial changes in the development of the individual from conception through maturity to death. Lec 3, Cr 3

PSYC 2317 Statistics of Psychology and Sociology
This course covers measures of central tendency and variability, statistical inference and correlation. May be counted as SOCI 2317 or PSYC 2317. Prerequisite: PSYC 2301. Lec 3, Cr 3

PSYC 3301 Research Methods in Psychology
Quantitative research methods and techniques used in contemporary psychological research, instruction in the steps involved in the scientific approach to solving problems and in applying the experimental method in the laboratory. Prerequisite: PSYC 2317. Lec 3, Cr 3

PSYC 3302 Developmental Psychology: Adolescence
This course investigates the physical, behavioral, mental, emotional, and social changes that accompany growth and development in adolescence. Prerequisite: PSYC 2301. Lec 3, Cr 3

PSYC 3303 Developmental Psychology: Adulthood and Aging

This course investigates the physical, behavioral, mental, emotional, and social changes that accompany growth and development during the adult years from maturity to old age. Prerequisite: PSYC 2301. Lec 3, Cr 3

PSYC 3318 Theories of Learning

This course is the study of how the behavior of an individual undergoes enduring changes as a result of exposure to events in the environment. The main focus is on classical, operant, and observational learning. Prerequisite: PSYC 2301. Lec 3, Cr 3

PSYC 3322 Biopsychology

In this course, psychology will be approached from the perspective of the human being as a living organism and as part of the biological world. Emphasis will be on how the nervous system, especially the brain, is related to various aspects of behavior and experience. Prerequisite: BIOL 1406 and six advanced hours in PSYC. Lec 3, Cr 3

PSYC 3324 Health Psychology

This is a relatively new field of psychology that studies mental, emotional and behavioral factors that affect the onset, duration, recovery and prevention of physical illnesses. Lec 3, Cr 3

PSYC 3326 Social Psychology

This course examines how an individual's behavior and thinking influences and is influenced by the presence of others. Topics include attribution, conformity, persuasion, attitude structure and change, leadership, and prejudice and discrimination. Prerequisite: Six hours PSYC or SOCI. Lec 3, Cr 3

PSYC 3343 Tests and Measurements in Psychology

This course looks at theoretical issues and practical problems involved in designing and administering tests and measures such as questionnaires, surveys, aptitude and achievement tests, personnel selection, and personality inventories. Prerequisite: Six hours of basic psychology, three hours of behavioral statistics. Lec 3, Cr 3

PSYC 3363 Human Sexuality

This course explores the multidimensional nature of human sexuality including the physiological, psychological, and sociological aspects of human sexuality. May be counted as SOCI 3363 or PSYC 3363. Prerequisite: PSYC 2301 or SOCI 1301. Lec 3, Cr 3

PSYC 4101 Senior Seminar in Psychology

This course is a capstone experience in which students reflect on their undergraduate education in psychology, integrate their major coursework, assess and evaluate the major as it currently exists, and formulate a plan for their future professional development. Prerequisite: Psychology major with at least 24 hours including: PSYC 2301, 2317 & 3301. Lec 1, Cr 1

PSYC 4302 Advanced Statistics for Psychology

This course reviews and expands on basic principles of statistical analysis with an emphasis on inferential techniques such as analysis of variance and integrated with the use of prepackaged statistical analysis programs such as SPSS and SAS. Prerequisite: PSYC 2317 and PSYC 3301. Lec 3, Cr 3

PSYC 4305 Behavior Management and Modification

This course explores the application of various techniques derived from learning theories for the treatment of a wide variety of behavioral and emotional problems in clinical settings; decreasing the frequency of undesirable behaviors and increasing the frequency of desirable behaviors in non-clinical settings. Prerequisite: PSYC 3318. Lec 3, Cr 3

PSYC 4306 Conflict Resolution

An investigation of the nature of conflict and the methods to resolve conflict with an emphasis on collaborative problem solving and mediation. Prerequisite: PSYC 2301. Lec 3, Cr 3

PSYC 4312 Psychology of Gender: Female and Male

This course asks how biological and cultural factors influence the development of gender roles and identities and stereotypes of masculinity and femininity and how these affect our lives at the personal, social, and institutional levels. Prerequisite: Nine hours of psychology and/or sociology. Lec 3, Cr 3

PSYC 4313 Abnormal Psychology

This course explores the origins, categories and treatments of mental, emotional and behavioral disorders ranging from relatively mild stress and anxiety disorders to the more severe schizophrenias and organic mental disorders. Prerequisite: Six hours of basic psychology. Lec 3, Cr 3

PSYC 4319 Cognitive Psychology

This course examines mental activities from an information processing perspective. Topics include perception, pattern recognition, attention, memory, decision making, and problem solving. Prerequisite: PSYC 3301. Lec 3, Cr 3

PSYC 4322 Sensation and Perception

This course looks at how the sensory nervous system monitors the internal and external environments and how the central nervous system organizes, evaluates and acts on incoming sensory information. Prerequisite: PSYC 2301. Lec 3, Cr 3

PSYC 4333 Theories of Personality

This is an examination of some of the major theories of how we acquire the distinctive behavioral, mental, and emotional characteristics which make us unique individuals. Prerequisite: Six hours of basic psychology. Lec 3, Cr 3

PSYC 4356 Industrial and Organizational Psychology

This course explores psychological and behavioral factors involved with organizational design and effectiveness; leadership, personnel selection, placement, training, promotion and retention; morale, job satisfaction and productivity. Prerequisite: Six hours of psychology. Lec 3, Cr 3

PSYC 4360 Clinical and Counseling Psychology

This course introduces the methods of applying psychological principles to the diagnosis and treatment of emotional and behavioral problems and providing help with problems of social adjustment and vocational and educational goals. Prerequisite: Six hours of psychology; recommended: Abnormal Psychology. Lec 3, Cr 3

PSYC 4363 History, Systems and Theories in Psychology

This course chronicles the development of psychological thought from the ancient Greeks into the modern era in terms of the most influential people and the ideas and theories that they have proposed. Prerequisite: PSYC 2301. Lec 3, Cr 3

PSYC 4374 Topics in Psychology

This course is designed to address contemporary developments in psychology. The topics may vary and the course may be repeated twice for credit. Prerequisite: PSYC 2301. Lec 3, Cr 3

PSYC 4380 Independent Study

This course allows students to arrange a personalized study schedule on a topic of their interest. The topic may be one which is not covered in the above courses or one which goes into more depth than is usually the case. Requires permission of a faculty member and Department Chair. Prerequisite: PSYC 2301. Lec 3, Cr 3

Reading (READ)

READ 0100 TASP Reading

This course is for the student who has finished the developmental reading program sequence or scored > 41 on ASSET and failed the reading portion of TASP. The student meets with the teacher to plan an independent program of study that will provide continued development of reading skills. Can be repeated more than once as READ: 0101, 0102, 0103. Prerequisite: Completed the CDI sequence or ASSET score >41. Cr 1

READ 0300 College Reading

A Computer Directed Instructional (CDI) Course designed for students needing improvement in their vocabulary, comprehension, and/or study skills in order to succeed in college courses. A grade of S (satisfactory) will be given in recognition of regular attendance and academic progress. A

grade of P (pass) will be given only when the student passes the reading portion of the TASP. This is a self-paced course. Cr 3

READ 0320 College Reading

A Computer Directed Instructional (CDI) Course designed for students who scored 33-35 on the ASSET exam or completed READ 0300 with a "C" or better. The program is individualized and self-paced and gives instruction and practice in vocabulary, comprehension, and study skills. Students are required to purchase an access card. Prerequisite: Approval by the director or an ASSET score >32 or < 36. Cr 3

READ 0321 College Reading

A Computer Directed Instructional (CDI) Course designed for students who scored 36-37 on the ASSET exam or completed READ 0320 with a "C" or better. The program is individualized and self-paced and gives instruction and practice in vocabulary, comprehension, and study skills. Students are required to purchase an access card. Prerequisite: Approval by the director or an ASSET score >35 or < 38. Cr 3

READ 0322 College Reading

A Computer Directed Instructional (CDI) Course designed for students who scored 38-41 on the ASSET exam or completed READ 0321 with a "C" or better. The program is individualized and self-paced and gives instruction and practice in vocabulary, comprehension, and study skills. Students are required to purchase an access card. Prerequisite: Approval by the director or an ASSET score >37 or <42. Cr 3

Note for Undergraduate Reading Courses: To be eligible to take any 3000 or higher level reading course, students must be admitted into the Teacher Education Program.

READ 3310 Reading Acquisition (Formerly READ 3328)

Psychological, sociological, cultural, physical and linguistic factors related to reading acquisition; K-3 will be covered in this course. Students will learn how literacy, including listening, speaking, reading and writing, develops in the young child. Phonemic awareness, phonics, language experience approach, invented spelling, and other instructional strategies will be discussed. Twelve clock hours of observation required. Lec 3, Cr 3

READ 3313 Literacy in the Secondary School

This course will offer the teacher of secondary reading the opportunity to comply with the essential knowledge skills for reading grades 7 through 12, to include strategies for word attack, vocabulary development, comprehension, and study skills applied to a variety of practical situations. Application of the skills to the teaching of reading in the secondary classroom will also be emphasized. Students will spend 15 clock hours of field experiences observing the teaching of reading in the actual secondary classroom setting. Prerequisite: Minimum 60 hours and passing TASP scores. May be taken concurrently with READ 3351 and READ 4351. Lec 3, Cr 3

READ 3323 Literacy in the Elementary School

The nature of the reading process, beginning reading, appropriate strategies for the acquisition of basic reading skills is the focus of this course. Provisions will be made for the teaching of reading to children who are culturally and linguistically diverse. Students will spend 15 clock hours of field experiences observing the teaching of reading in the actual elementary classroom setting. Prerequisite: READ 3310. Lec 3, Cr 3

READ 3326 Reading Across the Curriculum - Elementary

Analysis of research, study and library skills; examination of reading as applied to the various content areas at the elementary level with focus on effective reading processes across text types and subject-specific vocabulary. Prerequisite: Minimum 60 hours and passing TASP scores. May be taken concurrently with READ 3323 and READ 3341. Lec 3, Cr 3

READ 3327 Reading and the Exceptional Child

Examination of the affective, cognitive, cultural and linguistic correlates of reading disabilities; examination of the characteristics of readers with special needs; analysis of the principles of assessment and relationships to both remediation and enrichment. Prerequisite: READ 3313 or READ 3323, or departmental approval. Lec 3, Cr 3

READ 3329 Diagnosing and Correcting Reading Problems

This course requires the student to analyze reading difficulties encountered during regular classroom instruction. Early identification and correction are emphasized. An appraisal of materials and techniques useful to classroom teachers are also included. Prerequisite: READ 3313 or READ 3323, or departmental approval. Lec 3, Cr 3

READ 3335 Language Arts in the Elementary School

This field-based course will focus on reading as an integral part of the language arts process and study the relationships of listening, speaking, writing, reading, and language. Elements of the writing process will also be addressed. Students will learn and apply strategies identified as best practices that will support and enhance the interrelated nature of listening, speaking, reading, and writing. Prerequisite: READ 3323, READ 3341. Lec 2, Cr 3

READ 3341 Children's Literature

A survey of books and related materials for the elementary/middle school age, principles of book selections, intensive reading of books required. Prerequisite: Minimum 60 hours and passing TASP scores. May be taken concurrently with READ 3323 and READ 3326. Lec 3, Cr 3

READ 3351 Young Adult Literature

Emphasis is on the reading and evaluation of literature written for young adults (middle, junior and senior high school students). The selection and reading of a variety of literary genre for the young adult that encompasses literature reflecting cultural, ethnic, and social diversity within a multi-cultural society will be included. Prerequisite: Minimum 60 hours and passing TASP scores. May be taken concurrently with READ 3313 and READ 4351. Lec 3, Cr 3

READ 4351 Reading Across the Curriculum - Secondary

This course requires students to analyze the developmental nature of the reading process for students in secondary schools within a multi-cultural society. Students will be required to apply the appropriate reading strategies to teaching in the various content areas in secondary schools. Prerequisite: Minimum 60 hours and passing TASP scores. May be taken concurrently with READ 3313 and READ 3351. Lec 3, Cr 3

READ 4367 Teaching Reading to Children with Limited English Proficiency

This course offers the student the opportunity to develop knowledge and instructional strategies for teaching reading to students of diverse cultural/linguistic backgrounds. Special emphasis will be placed on developing oral language proficiency as a prerequisite skill to reading and on instructional strategies designed specifically to meet the needs of such learners. Prerequisite: READ 3313, READ 3323, or departmental approval. Lec 3, Cr 3

READ 4369 Reading Practicum

This course provides eight hours of field-based experience each week for 15 weeks. Students will apply knowledge and skills from prerequisite courses in the reading specialization program to determine appropriate instructional strategies to encourage the development of literacy. Prerequisite: Departmental approval required. Lec 3, Cr 3

Reserve Officer Training (ROTC)

ROTC 1201 Dynamics of Leadership I

Introduces UTB/TSC, university life and the U.S. Army. Instills awareness of the role that Army ROTC plays in developing leaders. Provides students with skills and strategies that enable them to make successful transition to university life. Lec 2, Cr 2

ROTC 1202 Dynamics of Leadership II

Encompasses dynamics of leadership applicable to all careers through instruction in Rifle Marksmanship, Land Navigation, Leadership Laboratory, Field Training Exercises, U.S. Army Customs, Courteous and Career Opportunities and various leadership dimensions. Lec 2, Cr 2

ROTC 2201 Applied Leadership and Management

An application of basic leadership and management principles. The course applies ethics based leadership skills that develop individual abilities and contribute to the building of effective teams of people. Learn the role of the U.S. Army and Army Communications skills such as oral presentations, writing concisely, planning of events, coordination of group efforts, fundamentals of ROTC's Leadership Development Program. Optional weekend field training exercises are offered. Prerequisite: ARMY ROTC 1201, 1202, or consent of instructor. Lec 2, Cr 2

ROTC 2202 Intermediate Leadership and Management Techniques

Learn techniques for training others as an aspect of continued leadership development. Supervisory personnel and motivational techniques are studied through placement of students in positions of small unit leaders given assigned tasks. Introduction to basic tactical mission applications and principles. Optional weekend field training exercises are offered. Prerequisite: ARMY ROTC consent of instructor. Lec 2, Cr 2

ROTC 3202 Advanced Army Physical Development

A practicum in physical development where a student applies the physical development skills learned in Basic Army Physical Development and applies them to a program that best suits the individual. The student will be tested in accordance to FM 21-20 and The Army Physical Fitness Test to determine one's ability and AR 600-9 in attainment of a physical goal. Includes extensive outdoor physical conditioning and a leadership laboratory. Lec 2, Cr 2

ROTC 3401 Advanced Military Leadership

This course introduces the student to the responsibilities, character, and uniqueness of the commissioned officer as a professional. Topics include the role of the small unit leader, radio communications, advanced military leadership, tactical operations, and oral communications. Weekend field training exercises are mandatory. Prerequisite: Advanced ROTC standing. Lec 4, Cr 4

ROTC 4401 Staff Management and Responsibilities

An examination of the garrison and administrative responsibilities of the commissioned officer. An in-depth analysis of staff procedures, the military writing program, advanced leadership assessment, and the decision-making process. Precommissioning actions will also be conducted. Weekend field training exercises are mandatory. Prerequisite: ROTC 3401, ROTC 3402 and Advanced ROTC standing. Lec 4, Cr 4

ROTC 4403 Advanced Military Science

This course includes the ethical and professional responsibilities of the commissioned officer and studies the Military Justice System as well as the Army training system and Customs and Traditions of the Army from the perspective of a newly commissioned second lieutenant. Weekend field training exercises are mandatory. Prerequisite: ROTC 3401, ROTC 3402 and Advanced ROTC standing. Lec 4, Cr 4

Secretarial Science (TSEC)

See TSEC Secretarial Science

Social Work (SOCW)

SOCW 2361 Introduction to Social Work

Traces the philosophy and historical development of social welfare as an institutional arrangement, reflecting its European roots and its evolution in America. A general overview of social welfare institutions, structures and functions helps students understand social work concepts, ethics and practice. Descriptions of social work approaches help identify facets of the profession and target populations. Requirements for licensing and graduate social work are introduced. Lec 3, Cr 3

SOCW 2362 Social Welfare Institution and Legislation

Traces the origin and development of social welfare institutions in the United States. Pays particular attention to the structures and the functions of social welfare as an institution, social welfare organizations, historic and current social welfare legislation, gaps in the social welfare system, and problems of social reform. Lec 3, Cr 3

Sociology (SOCI)

SOCI 1301 Introduction to Sociology

The study of human society; relationship of culture, social interaction, and group life to personality and human behavior; analysis of group structure, social organization, and social process. Lec 3, Cr 3

SOCI 1306 Social Problems

A survey and analysis of contemporary social problems, their likely causes and how they affect us with consideration of possible solutions that work toward social improvement. Particular attention is given to local problems. Lec 3, Cr 3

SOCI 2301 Marriage and Family

A functional analysis of the contemporary American family; basic sociological insights, including a brief historical and cross-cultural perspective as well as intensive study of American courtship, marriage, and family institutions. Prerequisite: Sophomore standing recommended. Lec 3, Cr 3

SOCI 2317 Statistics of Psychology and Sociology

Measures of central tendency and variability; statistical inference; correlation and regression. May be counted as SOCI 2317 or PSYC 2317. Prerequisite: SOCI 1301. Lec 3, Cr 3

SOCI 2319 The Mexican American Experience

An introduction to the study of social, political and cultural processes which have shaped the Mexican American community in the United States with emphasis on the experience of Mexican American people in the Rio Grande Valley of Texas. Lec 3, Cr 3

SOCI 3305 Methods of Social Research

An overview of the use of scientific methods in social research, formulation of research designs, hypothesis testing, sampling, interviewing, observation, coding, use of documents, questionnaires and scales. Emphasis on interpretation of social data. Prerequisite: SOCI 1301 and SOCI 2317. Lec 3, Cr 3

SOCI 3313 Criminology

A study of crime, its causes, and its social treatment. Prerequisite: Three hours of sociology. Lec 3, Cr 3

SOCI 3324 Sociology of Health

Analysis of basic problems in the maintenance and preservation of health and delivery of health care services by social class. Focus is on environmental course of disease, social-psychological response to illness and family cohesion, strain and resources as affected by illness. Prerequisite: Three hours of sociology. Lec 3, Cr 3

SOCI 3333 American Communities

This course analyzes the patterns of growth and development of American cities, suburbs, towns, edge cities, and planned communities. Consideration will be given to the demographic, ecological, political, cultural and technological factors affecting urban communities. Prerequisite: SOCI 1301. Lec 3, Cr 3

SOCI 3335 Social Theory (Formerly SOCI 4335)

This course surveys the major theorists of Sociology's classical era, as well as modern theoretical approaches such as functionalism, neo-Marxism, symbolic interactionism, ethnomethodology, and exchange, network, and feminist theories. Students are encouraged to take this course as soon as possible after choosing Sociology as a major. Prerequisite: SOCI 1301. Lec 3, Cr 3

SOCI 3363 Sex and Gender

This course will survey and analyze the social construction of gender in American society today. The historical and contemporary cultural linking of human traits to a particular sex, the resulting inequality of power between the sexes, and the effects of this on the occupational structure of the family are areas considered in this course. Prerequisite: SOCI 1301. Lec 3, Cr 3

SOCI 3364 Minorities (Formerly SOCI 4313)

This course examines inter-group relations that produce status and power differences for groups defined as minorities. The main focus of the course will be the social and cultural processes that place and maintain American minorities in disadvantaged statuses. Various historical experiences involving African Americans, Mexican Americans, and others, will be surveyed. Notable situations of inter-group conflict in various parts of the world will be reviewed. Prerequisite: SOCI 1301. Lec 3, Cr 3

SOCI 3373 Mass Communications and Culture

The course provides an overview of media theory and research, and analyzes the ways in which media organization and environmental influences shape mass cultural products. Specific areas of attention include television, movies, book publishing, newspapers, and the internet. Prerequisite: SOCI 1301. Lec 3, Cr 3

SOCI 3374 Religion in Society

This course will survey and analyze religion in contemporary society. Religion will be examined as an institution that provides a variety of functions for social solidarity and differentiation as well as personal and ethnic identity. Varieties of organizational structure linked to historical factors and social structure will also be analyzed. The adaptation of religious belief to modernity will be assessed within the context of various cultural traditions. Prerequisite: SOCI 1301. Lec 3, Cr 3

SOCI 3393 Aging

The course considers the social meaning of age and analysis of the basic problems faced by the aged. Issues of health, income, work, religion, leisure, and interpersonal relationships of the aged are addressed. Prerequisite: SOCI 1301. Lec 3, Cr 3

SOCI 4184 Senior Seminar

This is a capstone course integrating students' experience in sociology, and providing them with end products and information useful beyond graduation; in particular, an academic portfolio. Prerequisite: This course should be taken in the last semester before graduation. Lec 1, Cr 1

SOCI 4311 El Contexto de la Novela Mexicana

An analysis of 20th century Mexican society and the events that sought to transform it. Within that context, the writer will be viewed as an interpreter of history and the novel as an attempt to define and reconstruct reality. This course will be taught in Spanish. Prerequisite: SOCI 1301, SPAN 2311 & 2312 or consent of instructor. Lec 3, Cr 3

SOCI 4314 Deviance

This course provides a review of theory and research on the nature and extent of deviant behavior. Particular types of individual and subcultural deviance will be addressed. Prerequisite: SOCI 1301 and either SOCI 3335 or CRJ 3303. Lec 3, Cr 3

SOCI 4323 The Mexican American People

An examination of social, political and cultural processes which have shaped the Mexican American community in the United States; an analysis of its relations with other groups in society, its status, aspirations and power. An assessment of present opportunities and prospects for the future. Emphasis will be placed on the development and status of Mexican Americans in Texas. Lec 3, Cr 3

SOCI 4325 Population and Migration Problems

An introduction to the study of human population and migration and their impact on economic resources, the environment, education, health and social services. An analysis of factors that affect reproduction, life chances, and migration, present trends and prospects for the future. Prerequisite: SOCI 1301 and SOCI 2317. Lec 3, Cr 3

SOCI 4352 Social Inequality

This course addresses research, concepts and theory related to the causes and consequences of inequality in social life. It examines how inequality is built into the structure and culture of major social institutions; government, economy, religion, family, education. Prerequisite: SOCI 1301 and SOCI 3335. Lec 3, Cr 3

SOCI 4375 Organizations and Work

This course examines our organizationally-dominated world through the lens of organization theory. The transformation of world and the major schools of management theory during this century are considered. Theory is related to practice by examining specific case studies. Prerequisite: SOCI 1301 and SOCI 3335. Lec 3, Cr 3

SOCI 4383 Independent Studies

Designed to offer students the opportunity to gain experience in research or in-depth theoretical/empirical readings in a substantive area not normally covered within standard courses. Research projects or advanced readings will vary according to student interest and faculty availability. Sequential registration for up to nine hours is permitted as topics vary. Prerequisite: Nine hours of SOCI and consent of the instructor. Lec 3, Cr 3

Spanish (SPAN)

SPAN 1313 Elementary Spanish I

An introduction to the basic principles of grammar, emphasizing pronunciation, oral practice, conversation, and dictation. Also includes simple exercises in composition and easy reading within a cultural framework. Prerequisite: Basic skills in reading and writing, Departmental approval required. Lec 3, Cr 3

SPAN 1314 Elementary Spanish II

Continuation of SPAN 1313. Prerequisite: SPAN 1313 or departmental approval. Lec 3, Cr 3

SPAN 1373 Basic Spanish for Bilinguals I

An introductory course for students who possess a spoken knowledge of Southwestern U.S. Spanish and who wish to develop competency in reading and writing standard Spanish. Through readings and written assignments the student will be introduced to the conventions of Spanish grammar and spelling. Through discussion and reading students will come to appreciate the place of the Mexican American dialect of Spanish within the context of the Hispanic community. Lec 3, Cr 3

SPAN 1374 Basic Spanish for Bilinguals II

Continuation of SPAN 1373. Prerequisite: SPAN 1373. Lec 3, Cr 3

SPAN 2311 Intermediate Spanish I

A comprehensive review of Spanish grammar with special emphasis on reading and writing. Prerequisite: SPAN 1314 or departmental approval. Lec 3, Cr 3

SPAN 2312 Intermediate Spanish II

Continuation of SPAN 2311. Occupation-specific terminology for students who intend to use the Spanish language professionally. Prerequisite: SPAN 2311 or departmental approval. Lec 3, Cr 3

SPAN 2317 Business Spanish

An introduction to Spanish business correspondence and the translation of commercial documents from English to Spanish. Given in Spanish. Prerequisite: SPAN 1373 or departmental approval. Lec 3, Cr 3

SPAN 2321 Hispanic Literature and Civilization I

An introduction to the language, culture, and literature, of the Hispanic world. Given in Spanish. Lec 3, Cr 3

SPAN 2322 Hispanic Literature and Civilization II

A continuation of SPAN 2321. Given in Spanish. Prerequisite: SPAN 2321. Lec 3, Cr 3

SPAN 3301 Spanish Literature (1100-1750)

A survey of the literature of Spain from the beginnings to 1750. Given in Spanish. Prerequisite: SPAN 2321 and 2322. Lec 3, Cr 3

SPAN 3302 Spanish Literature (1750-present)

A survey of the literature of Spain from the mid-18th century to present. Given in Spanish. Prerequisite: SPAN 2321 and 2322. Lec 3, Cr 3

SPAN 3303 Advanced Spanish Composition

Intensive training in Spanish composition, including class publications of Material in Spanish. Given in Spanish. Prerequisite: SPAN 2321 and 2322. Lec 3, Cr 3

SPAN 3304 Advanced Spanish Composition

Additional work in composition similar to Spanish 3303. Given in Spanish. Prerequisite: SPAN 2321 and 2322. Lec 3, Cr 3

SPAN 3310 Masterpieces of Spanish American Literature I

An investigation of the literary works of the principal narrators, poets and dramatists of Spanish America from the beginnings of Spanish Colonialism to Modernism. Analysis of form and content and study of the historical background and literary currents in each work. Given in Spanish. Prerequisite: SPAN 2321 and 2322. Lec 3, Cr 3

SPAN 3311 Masterpieces of Spanish American Literature II

An investigation of the literary works of the principal narrators, poets and dramatists of Spanish America from Modernism to the present. Analysis of form and content and study of the historical background and literary currents in each work. Given in Spanish. Prerequisite: SPAN 2321 and 2322. Lec 3, Cr 3

SPAN 3330 Spanish Grammar

A study of grammatical concepts with concentration on basic sentence structure, the paragraph, principles of punctuation, and functional grammar. Course designed for Spanish majors and minors as well as Education Minors in bilingual education. Given in Spanish. Prerequisite: SPAN 2321 and 2322. Lec 3, Cr 3

SPAN 3332 Introduction to Spanish/English Translation

A basic orientation in the theory and practice of translating a text from Spanish to English, including consideration of both cultural and morpho-syntactical problems. Prerequisite: SPAN 2321, 2322. Lec 3, Cr 3

SPAN 3333 Introduction to English/Spanish Translation

An orientation in the theory and practice of translating a text from English to Spanish, including consideration of cultural and morpho-syntactical problems. Prerequisite: SPAN 2321, 2322. Lec 3, Cr 3

SPAN 3334 Commercial Spanish for Translators

A basic orientation in Microeconomics, Macroeconomics, Money and Banking, Foreign Trade, Accounting Marketing, and Management with close attention to terminology in both Spanish and English, as well as commercial practice in Mexico and other Hispanic countries. Given in Spanish. Prerequisite: SPAN 2321, 2322. Lec 3, Cr 3

SPAN 4303 Hispanic Civilization

A panoramic view of the political, literary, and cultural history of Spain and the Spanish-speaking countries of America. Recommended as a review for the ExCET examination in Spanish. Given in Spanish. Prerequisite: SPAN 2321 and 2322. Lec 3, Cr 3

SPAN 4304 Spanish Lyric Poetry

A survey of lyric poetry from its beginning to the present. Given in Spanish. Prerequisite: SPAN 2321 and 2322. Lec 3, Cr 3

SPAN 4305 Cervantes

A study of the principal works of Miguel de Cervantes with emphasis on Don Quijote. Given in Spanish. All readings, examinations, and papers in Spanish. Prerequisite: SPAN 2321 and 2322. Lec 3, Cr 3

SPAN 4307 Spanish American Novel

A study of literary and historical influences in 19th Century Spanish America. Gaucho and costumbrista novels such as those of Guiraldes, Blesst Cana and Gamboa, are read along with works representative of European literary influences. The second part of the course is devoted to an intensive analytical examination of outstanding works that illustrate recent literary trends: E. Mallea, E. Sabato, Roa Bastos and Vargas Llosa. Given in Spanish. Prerequisite: SPAN 2321 and 2322. Lec 3, Cr 3

SPAN 4309 Contemporary Spanish Literature

A study of the principal literary works of Spain from the generation of 1898 to the present. Given in Spanish. Prerequisite: SPAN 2321 and 2322. Lec 3, Cr 3

SPAN 4310 Spanish Phonology and Phonetics

An analysis of the phonological and phonetic systems of Spanish with close attention to the relationship between phonology and the writing system. Brief overview of medieval consonants and regional variation in pronunciation. Brief comparison of Spanish and English phonological systems. Given in Spanish. Prerequisite: SPAN 2321, SPAN 2322. Lec 3, Cr 3

SPAN 4311 The Mexican Novel

The study of the major novels of Mexico from beginning to the present. Given in Spanish. Prerequisite: SPAN 2321 and 2322. Lec 3, Cr 3

SPAN 4316 Problems and Issues Related to Language

Selected topics on language psychology and acquisition will be discussed. Current trends and problems related to the topic will be discussed. Prerequisite: SPAN 2321 and 2322. Lec 3, Cr 3

SPAN 4332 Commercial Translation

Intensive practice in translation from English to Spanish and Spanish to English of commercial, financial, and marketing texts, as well as shipping, insurance, and customs house documents. Given in Spanish. Prerequisite: SPAN 2321, SPAN 2322, and SPAN 3332 or 3333. Lec 3, Cr 3

SPAN 4334 Legal Translation

An analysis of legal language in English and Spanish. Intensive practice in the translation from English to Spanish and Spanish to English of contracts and government regulations, as well as texts relating to international organizations, civil law and criminal law. Given in Spanish. Prerequisite: SPAN 2321, SPAN 2322, and SPAN 3332 or 3333. Lec 3, Cr 3

SPAN 4368 Children's Literature in Spanish

A broad survey of literary works in Spanish appropriate for the young reader by the principal narrators, poets, and dramatists of the Hispanic World. Given in Spanish. Prerequisite: SPAN 2321 or SPAN 2322. Lec 3, Cr 3

SPAN 4369 Latin American Theater

A study of Latin American Theater from its origin to the contemporary period. Given in Spanish. Prerequisite: SPAN 2321 and SPAN 2322. Lec 3, Cr 3

SPAN 4371 Chicano Narrative

A general introduction to short stories and novels written in Spanish by U.S. citizens of Mexican descent. This survey begins with a picaresque novel considered to be a forerunner of today's Chicano novel, continues with post WWII male writers and ends with a more recent novel by a woman writer exploring feminist issues. Given in Spanish. Prerequisite: SPAN 2321 and 2322. Lec 3, Cr 3

SPAN 4392 Senior Seminar

Integration, synthesis, and evaluation of the graduating senior's cumulative studies of Hispanic Letters and the Spanish language. Portfolio preparation and evaluation; the planning, preparation and writing of a Senior Mini-thesis; and a Capstone Examination. Prerequisite: 18 or more advanced hours in Spanish including SPAN 3301, SPAN 3303, SPAN 3311, and SPAN 3330. Lec 3, Cr 3

Speech (SPCH)

SPCH 1315 Fundamentals of Speech
Theory and practice of the basic principles of oral communication. The course is designed to help the student develop skills in various kinds of public speaking. Emphasis on audience analysis, research, speech composition and delivery. Students will present various types of speeches including informative, persuasive, and impromptu. Lec 3, Cr 3

SPCH 1318 Interpersonal Communication
Designed to study communication barriers between individuals based on cultural, physical, and psychological differences. Emphasis will be placed on improving one-to-one communication and small group interaction. Lec 3, Cr 3

SPCH 1321 Business and Professional Communication
Designed to provide the student with theory and practical experience needed to communicate in a variety of business settings. Emphasis is on interviewing, decision making, and public address. Lec 3, Cr 3

SPCH 1342 Speech for the Bilingual Student
Designed for bilingual students who want to improve their English. A study of the sound system, stress patterns, timing, melody, and phraseology of American English. Practice in presenting ideas to an audience. Lec 3, Cr 3

Special Education (SPED)

Note for Undergraduate Special Education Courses: To be eligible to take any Special Education course, students must be admitted into the Teacher Education Program.

SPED 3370 Introduction to Exceptional Children
(Formerly SPED 2370)
This course is an introduction to the physical and psychological characteristics of the exceptional child. Emphasis is on theory, characteristics and educational programming for learners with special needs. Lec 3, Cr 3

SPED 4301 Language Development and Communication Disorders
This course examines monolingual and bilingual language development with an emphasis on common communication disorders. (Prerequisite: SPED 2370 3370, may be taken concurrently with SPED 4302, 4303 4385) Lec 3, Cr 3

SPED 4302 Cognitive Development Associated with Exceptionalities
This course studies theories of cognitive development and their application to children's critical thinking and problem-solving skills. Individual differences associated with mild and moderate exceptionalities will be emphasized. (Prerequisite: SPED 3370, may be taken concurrently with SPED 4301, 4385, and 4372) Lec 3, Cr 3

SPED 4307 Field Experiences in Generic Special Education
This course will provide students with field experience teaching mentally retarded, learning disabled and emotional disturbed children. Training for parents of exceptional children will be included. Prerequisite: SPED 3370. Lec 3, Cr 3

SPED 4313 Student Teaching - Generic Special Education
This course must be taken by all undergraduate students working toward special education certification. The course requires observing and teaching in a public school special education classroom all day, Monday through Friday, for six weeks. This work is done under the direction of a fully certified teacher of the class to which the student is assigned and under the supervision of a college professor who observes and evaluates the student's progress. Seminars and individual conferences are a required part of the course. Prerequisite: 18 hours of upper level special education courses.

Approval by the Teacher Education Committee. Students must also be enrolled in EDCI 4311, EDSC 4398 or EDSC 4641. Lec 3, Cr 3

SPED 4372 Special Education in Inclusive Settings
This course addresses laws and legislative issues concerning special education. The roles of the regular and special educators in inclusive settings will be explored as well as the dynamics of school, family and community. Prerequisite: Must be taken with Student Teaching. Lec 3, Cr 3

SPED 4375 Testing and Assessment of Exceptional Individuals (Formerly SPED 4371)
This course examines formal and informal procedures used to identify the academic and behavioral needs of exceptional learners. An emphasis is placed on the non-biased assessment of the bilingual child. Prerequisite: SPED 3370, 4301, 4302, 4385, may be taken concurrently with SPED 4395. Lec 3, Cr 3

SPED 4385 Classroom Approaches and Modifications for Students with Special Needs
(Formerly SPED 4303)
This course offers training in strategies for teaching students with mild/moderate disabilities in academic areas. Course content includes self-contained special education programs as well as procedures for modifying and adapting instruction for students in a mainstreamed regular education setting. The social and cognitive development and training of students with mild/moderate disabilities will be addressed. Prerequisite: SPED 3370, may be taken concurrently with SPED 4301 and 4372. Lec 3, Cr 3

SPED 4395 Practicum in Generic Special Education
(Formerly SPED 4309)
This course provides field experiences in working with learners with exceptional needs. Students practice assessment procedures, teaching strategies and classroom management techniques under the supervision of a certified classroom teacher and university instructor. Prerequisite: SPED 3370, 4301, 4302, 4385, may be taken concurrently with SPED 4371. Lec 3, Cr 3

Building Trades (TBTS)

TBTS 1101 Occupational Orientation and Safety
This course is intended to familiarize the student with the carpenter's hand and power tools, proper and safe use of these tools and their care. Students will have the opportunity to be made aware of other general safety rules that a good carpenter recognizes as an important part of his job. This course also introduces the student to building materials, measurements, blueprint reading and the finishing of woods.

TBTS 1402 Blueprint Reading and Sheet Specifications
This course introduces the student to the principles of blueprint reading and interpretation. Assignments are made in relation to a complete set of working drawings. Construction relationships between architectural, structural, electrical, plumbing, and mechanical drawings and specifications are studied.

TBTS 1403 Setting Foundations
This course covers the building site, soil conditions, and laying out foundation walls. Establishing boundaries by utilizing the lot survey will also be covered. Procedures for establishing building corners, building lines, excavation, and associated ground work will be part of the course.

TBTS 1404 Framing
This course will provide the student with the theory and practice necessary to become proficient in typical residential house framing. The student will utilize hand and power tools typical in the trade in completing wood and metal stud projects that will replicate real world frame construction.

TBTS 1405 Roofing
This course will provide the student in the area of residential roof construction. Students will build different types of roof structures while learning to use applied mathematical skills. Different rafter methodologies will be introduced that are common to the residential housing market.

TBTS 1406 Applied Exterior Finish

This course introduces students to the skills associated with exterior finish work in residential construction. Materials, details, and procedures of dwelling house construction will be reviewed with additional attention given to building codes, zoning laws, and specifications. The installation of exterior trim, exterior doors, windows, and masonry will be covered. Students will also be introduced to the application of exterior decorative materials.

TBTS 1407 Applied Interior Finish

Students will survey the advanced skills in the area of residential interior finish. The application of interior trim and different types of flooring will be covered. The installation of interior paneling and thermal insulation will give students an opportunity for skill enhancement. Students will be introduced to the processes involved in the finish of interior walls.

TBTS 1408 Residential Wiring and Plumbing

The study of residential wiring includes: the study of wiring, electrical conductors, electrical raceways, calculation of branch circuits and feeders for lighting, overcurrent and short circuit protection panel boards and switch boards, grounding, systems, electrical estimating for residential dwellings. This course covers residential plumbing, its tools and equipment. This will include blueprint reading, systems rough-in, private systems, fixture appliance installation, systems maintenance and repairs.

TBTS 1409 Cabinetry

This course covers the taking of measurements on the job site, preparation of shop drawings from blueprints and the development of estimates and bids. Identification and use of cabinet woods, sheet materials, adhesives, abrasives and finishes. Installation of cabinets and hardware. Introduction into the safe use of power and hand tools used in the cabinetmaking trade.

Computer Information Systems

(TCIS)

TCIS 1311 Computer Fundamentals

A computer literacy course open to all students. Provides general knowledge about computers, the skills to use the computer as a problem-solving tool, and the awareness of their effects on society. Topics include: history, terminology, packaged software applications, ethics, and elementary programming concepts. Lec 3, Cr 3

TCIS 1372 Computer Center Operations

A course to instruct the student in computer center operations, security and control of computer systems, peripheral equipment usage and job process scheduling. Prerequisite: TCIS 1311 or computer experience. Lec 3, Cr 3

TCIS 1401 Introduction to Basic Programming

A study of computers and their uses in business, computer programming using the basic programming language and hands-on processing. Lec 3, Lab 2, Cr 4

TCIS 1404 Introduction to Microcomputers

A course to acquaint the student with the capabilities and potential uses of a microcomputer. Topics covered include operating systems, programming languages, office automation, business applications, data base applications and expansion capabilities. Lec 3, Lab 2, Cr 4

TCIS 1405 Advanced Microcomputers

Advanced study of microcomputers concepts with emphasis on the operating systems, communications, and business applications. Topics covered include advanced wordprocessing, database, and spreadsheet concepts. Prerequisite: TCIS 1404. Lec 3, Lab 2, Cr 4

TCIS 1408 Advanced Basic Programming

A continuation of TCIS 1401. Emphasizes advanced file handling techniques, table searching, and internal sorting. Prerequisite: TCIS 1401. Lec 3, Lab 2, Cr 4

TCIS 1410 PC and LAN Maintenance

PC and Local Area Networks, hardware and software installation, diagnostics, and troubleshooting are covered with a hands-on approach. The open systems interconnection network model is used as a guide. Terminology, network services, network security, and administration of network application software are covered. This course will help students who are working toward becoming Novell Certified Network Administrators. Prerequisite: TCIS 1401. Lec 3, Lab 2, Cr 4

TCIS 2316 Business Systems Design

A study of the techniques to evaluate an existing system, determine its requirements, and design and document a business data processing system. Prerequisite: TCIS 2401. Lec 3, Cr 3

TCIS 2328 Computer Information Systems Field Project

A work-oriented data processing problems, contributed by local business, are planned, developed and resolved in the environment of a normal business operation. The student is given the opportunity to use data processing skills in a simulated or actual employment situation. Prerequisite or concurrent enrollment: TCIS 2316, 2424. Lec 1, Lab 4, Cr 3

TCIS 2401 Introduction to Cobol Programming

A study of the most widely used commercial programming language for large computers. Explanation of the divisions, terms and logic of the language and practice in writing business programs. Prerequisite: TCIS 1401 or approval of instructor. Lec 3, Lab 2, Cr 4

TCIS 2404 Data Base Concepts

Surveys the logical organization of data bases. The merits of network, hierarchical, and relational data bases will be reviewed, and concepts of data independence, security, and integrity studied. Commercially available data bases will be reviewed and assignments issued that require establishing a working data base. Lec 3, Lab 2, Cr 4

TCIS 2408 Data Communication

Review of the various forms of computerized communications. Includes telecommunications and information systems, network techniques for data, voice, text, and image transmissions. Lec 3, Lab 2, Cr 4

TCIS 2414 Computer Graphics

Writing and using software needed to produce various graphics, including two dimensional graphics. Current applications and hands-on experience are emphasized. Prerequisite: TCIS 1401. Lec 3, Lab 2, Cr 4

TCIS 2420 RPG II Programming

An in-depth study of the logic, fundamentals and program specifications of the Report Program Generator computer language. Designed to give the student basic programming skill in RPG II. Prerequisite: TCIS 2401. Lec 3, Lab 2, Cr 4

TCIS 2424 Advanced COBOL

Advanced COBOL is a continuation of COBOL programming. Emphasis is placed on advanced file handling techniques, table searching, and internal COBOL sorting. Prerequisite: TCIS 2401. Lec 3, Lab 2, Cr 4

Technical Business Law (BUSG)

See BUSG Technical Business Law

Technical Marketing (MRKG)

See MRKG Technical Marketing

Emergency Medical Technology

(TEMT)

TEMT 1190 Clinical Practicum

The Practicum is a supervised learning experience in a clinical facility that will enable the student to develop the insight, understanding, and skills used on emergency medical procedures. The course will provide the student the time to analyze and solve problems related to a medical emergency. Taught concurrently with EMT-Basic. Prerequisite: TEMT 1705. Lec 3, Cr 1.

TEMT 1191 Ambulance Rotation

Ambulance training provides an opportunity for students to put newly acquired knowledge and skills into actual observation on ambulance runs and to develop good record keeping techniques. Prerequisite: TEMT 1705. Lec 3, Cr 1.

TEMT 1293 Intermediate - Clinical and ALS Practicum

The Practicum will allow the students to reinforce their theoretical and practical experiences learned in the previous EMS courses. The clinical areas included during the student rotation in the clinical affiliates include: intensive care, labor and delivery, pediatrics, medical floors and emergency room. The remainder of the Practicum will be spent on the MICU units of the available Emergency Medical Services Provider. Prerequisite: TEMT 1715. Lec 10, Cr 2.

TEMT 1705 EMT - Basic

Students are taught the overall role and responsibility of the Emergency Medical Technician in performing both the emergency care and optional aspects of the job. (i.e., extrication, triage and rescue techniques). Lec 6, Lab 4, Cr 7.

TEMT 1715 EMT - Intermediate

Students will be allowed to become familiar with and demonstrate the proper identification of patients in need of fluid replacement, types of fluid used for replacement, breathing difficulties, shock, respiratory system, the human system and patient assessment. Students must also demonstrate their ability to handle, insert and maintain equipment used in management of these patients. Prerequisite: TEMT 1705. Lec 6, Lab 4, Cr 7.

TEMT 2190 Paramedic Mobile Intensive Care Unit Rotation I

Students will be exposed to actual treatment of patients in a pre-hospital setting. Possible diagnosis and patient assessments will be performed with the guidance of a vintage paramedic preceptor. Communication skills will be evaluated while riding in a mobile intensive care unit. Prerequisite: TEMT 2525. Lec 4, Cr 1.

TEMT 2192 Paramedic Clinical Practicum II

The areas of clinical internship will be focused on operating room, emergency room, intensive care unit, labor and delivery and various laboratories. The student will activate and perform all skills to the optimum in proficiency. All clinical preceptors will make a final decision evaluation at this time. Prerequisite: TEMT 2525. Lec 5, Cr 1.

TEMT 2194 Paramedic Mobile Intensive Unit Rotation II

The students that have successfully reached this level of rotation will perform all basic, intermediate, and advanced skills with minimal preceptor intervention. All MICU rotation preceptors will make final student field evaluation at this time. All student Practicum rotations will be evaluated by primary instructor to gauge a final grade. Prerequisite: TEMT 2525. Lec 6, Cr 1.

TEMT 2205 Triage and Management

This course will introduce the principles of management, telemetry and communications. Stress will be placed on the important premise that paramedics must work as team members with other allied health professionals. The principles of triage in a simulated multi-trauma situation will be discussed/performed by students. Prerequisite: TEMT 2515. Lec 1, Lab 2, Cr 2.

TEMT 2215 Pharmacology

Pharmacology provides drug information, discusses the action of drugs, discusses the metric system and how to calculate drug dosages, discusses the administration of drugs, and give the techniques of administration. Prerequisite: TEMT 2515. Lec 1, Lab 2, Cr 2.

TEMT 2290 Paramedic Clinical Practicum I

This Practicum is designed as a reinforcement of theoretical and practical experiences of respiratory distress management, fluid imbalance and the pharmacology associated with fluid replacement. This Practicum will include clinical experienced that will be divided among the hospital and ambulance service. Prerequisite: TEMT 2515. Lec 1, Lab 2, Cr 2.

TEMT 2301 EMS and the Law

This course will familiarize the students with the laws of the state of Texas governing their actions and patients' rights. Medical Ethics will be discussed in great detail. Prerequisite: TEMT 2505. Lec 3, Cr 3.

TEMT 2505 EMT - Paramedic I

This course will allow the student to become familiar with advanced medical terminology, and to demonstrate the proper identification of patients with cardiac arrhythmics, cardiac arrests, congestive heart failure, cardiogenic shock, and hypertensive states. Student will become familiar with obstetrical/gynecology emergencies, soft tissue injuries, pediatric and neonatal emergencies, and emergency care of the emotionally disturbed. The students must also demonstrate the proper use of the defibrillator, rotation of tourniquet, endotracheal intubation and medical heart lung resuscitation through the lab competency exam. Prerequisite: TEMT 1715. Lec 4, Lab 4, Cr 5.

TEMT 2515 EMT - Paramedic II

This course will allow the students to become familiar with and demonstrate the proper identification of patients with CNS disorders, medical emergencies, soft tissue injuries, musculoskeletal injuries, cardiovascular system, central and nervous system. The students must demonstrate the proper use of techniques for spinal immobilization, the EOA or EGTA, and nasogastric tube insertion using a State skill competency exam. Prerequisite: TEMT 2505. Lec 3, Cr 3.

TEMT 2525 EMT - Paramedic III

(This course will allow the student to become familiar with telemetry and communications skills, and demonstrate the proper identification of and, the proper techniques used to manage pediatric or geriatric emergencies. The course will also allow the student to become familiar with proper identification of obstetrical presentations, identification of gynecological and obstetrical emergencies, and the proper management techniques used in the care of these patients. Defensive driving will be discussed in theory along with EMS management. Prerequisite: TEMT 2515. Lec 4, Lab 4, Cr 5.

Human Services (THUM)

THUM 1301 Fundamentals of Human Services

This course focuses on the history, purpose, philosophy, methods, and values governing human services in the U.S. Emphasis is on the diversified needs, goals, application, and organizational development of such services. Lec 3, Cr 3.

THUM 1303 Introduction to Substance Abuse

An overview of substance abuse. The topics covered will include the literature on abuse, pharmacology and effects of drugs, and the physiological, social, and legal implications surrounding substance abuse. Lec 3, Cr 3.

THUM 1305 Procedures in Human Services

Social treatment of individuals, groups, and communities by human service workers is the core of this course. Additionally, communicating with various types of groups and understanding of grants will be emphasized. Lec 3, Cr 3.

THUM 1307 The Addictive Personality

The focus of this course is on individual and group behavior and the sociocultural and psychological aspects of addictive behavior. Lec 3, Cr 3.

THUM 2301 Interviewing, Principles and Methods

This course covers gathering, imparting, information by utilizing interviewing techniques in development of treatment plan, case history, evaluation of progress and problems encountered. Interviewing for informational purposes, analytical and research needs, and individual and group interviewing. Lec 3, Cr 3

THUM 2305 Treatment Modalities

Emphasis is on the various treatment modalities. It includes an examination of treatment programs relevant to chemical dependency such as Eriksonian, Jung, behavioral and cognitive models of therapy. Lec 3, Cr 3

THUM 2307 Current Issues in Human Services

An in-depth examination of contemporary topics in Human Services such as drug abuse, teen pregnancy, delinquency, the homeless, AIDS, and ethics. Specific emphasis will focus on problems in Cameron County that arise as a result of the sharing of the border with Mexico. Lec 3, Cr 3

THUM 2403 Counseling Methods

The techniques and processes of interviewing, counseling, and data interpretation are the main points of this course. Simulations and mock-experiences will be included. Lec 3, Lab 3, Cr 4

Medical Laboratory Technology

(TMLT)

TMLT 1190 Clinical Practicum I

Clinical Practicum I is designed to introduce the student to the operation of the medical laboratory and specimen collection. Students will gain experience in phlebotomy and specimen collection. Prerequisite: TMLT 1405 and TMLT 1190 with grade of "C" or better. Lec 0, Lab 5, Cr 1

TMLT 1196 Clinical Practicum II

This course is designed to provide the student with clinical experience in all areas of the modern medical laboratory. Prerequisite: TMLT 1190, 1305, 1405, 1415, 1505 with grade of "C" or better. Lab 10, Cr 1

TMLT 2190 Clinical Practicum III

This course is designed to provide the student with clinical experience in all areas of the modern medical laboratory. Prerequisite: TMLT 1190, 1305, 1405, 1415, 1505 with grade of "C" or better. Lab 10, Cr 1

TMLT 2193 Clinical Practicum IV

This course is designed to provide the student with clinical experience in all areas of the modern medical laboratory. Prerequisite: TMLT 1190, 1305, 1405, 1415, 1505 with grade of "C" or better. Lab 10, Cr 1

TMLT 2196 Clinical Practicum V

This course is designed to provide the student with clinical experience in all areas of the modern medical laboratory. Prerequisite: TMLT 1190, 1305, 1405, 1415, 1505 with grade of "C" or better. Lab 10, Cr 1

TMLT 1293 Advanced Phlebotomy

A continuation of the practical experience in sample collection including venous, arterial and capillary blood collection. Areas of emphasis are pediatric, neonatal and critically ill patients. Special collection procedures are introduced. Prerequisite: TMLT 1405 and TMLT 1190 with grade of "C" or better. Lec 1, Lab 5, Cr 2

TMLT 1305 Immunology

A study of the immunological mechanisms of the body is presented in this course. Topics included are cell mediated immunity, humoral immunity, the immunoglobulins, antibody production, antigen-antibody reactions and the various techniques used in the immunology laboratory to detect disease and abnormal immunological states. Prerequisite: TMLT 1405, and with "C" or better. Lec 2, Lab 4, Cr 3

TMLT 1315 Parasitology, Mycology/Mycobacteriology

This course covers the parasites, fungi and mycobacteria of humankind. Topics include host parasite relationships, life-cycles, parasitic identification forms and techniques for recovering these forms, parasitological disease and their treatment. Mycology topics include dermatophytes, subcutaneous mycoses, systemic mycoses, and the techniques used for isolation and identification. Mycobacteriologic topics include tuberculosis, Hansen's disease, the "Atypical" mycobacteria, and techniques used to identify these organisms. Prerequisite: TMLT 1405 with "C" or better. Lec 2, Lab 4, Cr 3

TMLT 1405 Introduction to the Clinical Laboratory

The study of basic fundamentals needed to function in a medical laboratory. Included will be the areas of laboratory safety, fundamental laboratory equipment and glassware, laboratory safety, fundamental laboratory equipment and glassware, laboratory measurements and mathematics, specimen collection and processing and urinalysis. Also included will be basic laboratory organization and management, medical ethics and the use of medical textbooks and reference Material. Lec 3, Lab 4, Cr 4

TMLT 1515 Clinical Microbiology

This course is a study of the bacteria that inhabit and infect humankind. The biochemical and morphological techniques used to identify these organisms as well as the media and techniques used to isolate them will be covered. Also included will be the pathology of certain infectious disease states and proper specimen collection and handling. The bacterial groups covered are the Gram positive cocci, Gram negative cocci, Gram negative bacilli, Gram positive bacilli, and the anaerobes. Prerequisite: TMLT 1405 with "C" or better. Lec 3, Lab 5, Cr 5

TMLT 1605 Hematology

This course will introduce the student to the cellular components of the blood. Topics covered include hematopoiesis, hematologic measurements and techniques, the anemias, the leukemias, other blood dyscrasias, cell counting in other body fluids, and coagulation. Prerequisite: TMLT 1405 with "C" or better. Lec 4, Lab 6, Cr 6

TMLT 2110 Seminar

This seminar is designed to correlate the patient aspects and laboratory aspects of disease states using the cast study route. These case studies will be used to show the interrelationships between the various laboratory disciplines and to reinforce didactic information in these areas. Students will analyze case studies from the five major areas including clinical chemistry, hematology, immunohematology, microbiology, and immunology/urinalysis. Prerequisite: TMLT 1190, 1305, 1315, 1405, 1415, 1505, 2405, and 2705 with "C" or better. Lec 1, Lab 0, Cr 1

TMLT 2505 Immunohematology

This course includes the study of blood group immunology, cross-matching techniques, the blood groups in humans and the techniques used to detect blood group related disorders. Also included are donor selection and processing, blood components, and the collection and processing of blood bank blood. Prerequisite: TMLT 1305, 1405 with "C" or better. Lec 3, Lab 5, Cr 5

TMLT 2805 Clinical Chemistry

This course is designed to provide the student with experience in chemistry applied in the clinical laboratory including organic and inorganic compounds of blood. Preparation of reagents and introduction to laboratory instrumentation will also be presented. Prerequisite: TMLT 1405, with "C" or better. Lec 6, Lab 7, Cr 8

Radiologic Technology (TRAD)

TRAD 1190 Clinical Application

Students will spend 20 hours per week in practicing common radiographic procedures and specific procedures described in classroom lectures. Radiographic positioning and technique will be emphasized. Students will learn film critique. Scheduled rotation of duties will be performed as directed by hospital staff and/or the program faculty. Prerequisite: TRAD 1310, 1305, BIOL 2301/2101 with a "C" or better. CI 20, Cr 1

TRAD 1193 Clinical Application

Students will spend 20 hours per week in practicing common radiographic positioning and technique will be emphasized. Students will learn film critique. Scheduled rotation of duties will be performed as directed by hospital staff and/or the program faculty. Prerequisite: TRAD 1190 with a "C" or better. CI 20, Cr 1

TRAD 1290 Clinical Application

Students will spend 20 hours per week practicing common radiographic procedures and specific procedures described in classroom lecture. Radiographic positioning and technique will be emphasized. Students will learn film critique. Selected rotation of duties will be performed as directed by the hospital staff and/or the program faculty. Prerequisite: TRAD 1193 with "C" or better. CI 20, Cr 2

TRAD 1310 Introduction to Radiologic Technology

This course is designed to introduce the student to the basic principles of Radiographic Techniques and Radiation Protection. This course also covers patient care, medical ethics, medical terminology and pharmacology. Prerequisite: Admission to the program. Lec 3, Cr 3

TRAD 1320 Radiographic Film Evaluation and Pathology

Students will be instructed in the techniques of evaluating the quality of radiographs. Course also gives an understanding of various pathological conditions of the body and their effects on the disease processes to enable students to produce the best diagnostic radiographs and to insure effective patient care to the seriously ill or trauma patients. Prerequisite: TRAD 1193 with grade "C" or better. Lec 3, Cr 3

TRAD 1405 Basic Radiographic Procedures

This course acquaints the student technologists with common diagnostic procedures in radiology. Standard radiographic projections are discussed and demonstrated. Basic and advanced positioning is included. Studies including contrast media are considered. Prerequisite: Admission to the program. Lec 3, Lab 3, Cr 3

TRAD 1415 Radiologic Techniques

This course provides advanced study in radiographic exposure techniques. Emphasis will be placed on the relationship of variable factors, such as milliamperage, kilovoltage, exposure time, and distance to film density and contrast. Students will be introduced to imaging methods, specialized equipment, and quality assessment techniques. Prerequisite: TRAD 1193 with "C" or better. Lec 3, Lab 3, Cr 4

TRAD 1425 Radiation Physics

This course extensively studies atomic structure. In addition, it covers magnetism, electromagnetism, electricity, motors, generators, transformers, rectification of electricity, the principles of image amplification, construction of X-ray tubes and methods of radiation detection and measurement. This course also covers preventive maintenance of X-ray machines and instrumentation. Prerequisite: TRAD 1193 with "C" or better. Lec 3, Lab 3, Cr 4

TRAD 2190 Clinical Application

Students will spend 20 hours per week practicing common radiographic procedures and specific procedures described in classroom lecture. Radiographic positioning and technique will be emphasized. Students will learn film critique. Scheduled rotations of duties will be given the opportunity to perform as directed by hospital staff and/or the program faculty. Prerequisite: TRAD 2290, 2310, and 2320, with "C" or better. CI 20, Cr 1

TRAD 2193 Clinical Application

Students will spend 20 hours per week practicing common radiographic procedures and specific procedures described in classroom lecture. Radiographic positioning and technique will be emphasized. Students will learn film critique. Scheduled rotation of duties will be performed as directed by hospital staff and/or the program director. Prerequisite: TRAD 2190 with "C" or better. CI 20, Cr 1

TRAD 2210 Radiologic Technology I

This course covers the principles learned in physics, radiation protection, special procedures, contrast media, anatomy and physiology, and medical terminology. A battery of tests is given to familiarize students with reading and comprehending test questions. This testing process enables students to find their weaknesses and to strengthen these weaknesses. Prerequisite: TRAD 2293 with "C" or better. Lec 2, Cr 2

TRAD 2220 Radiologic Technology II

This course deals with the principles learned in the areas of Radiographic Procedures and Radiological Techniques. A battery of tests is given to familiarize students with reading and comprehending test questions. This testing process enables students to find their weaknesses and to strengthen these weaknesses. Prerequisite: TRAD 2293 with "C" or better Lec 2, Cr 2

TRAD 2290 Clinical Application

Students will spend 20 hours per week practicing common radiographic procedures and specific procedures described in classroom lecture. Radiographic positioning and technique will be emphasized. Students will learn film critique. Scheduled rotations of duties will be performed as directed by hospital staff and/or the program faculty. Prerequisite: TRAD 1290, 1320, 1415, 1425 and BIOL 2302/2102 with "C" or better. CI 20, Cr 2

TRAD 2293 Clinical Application

Students will spend 20 hours per week practicing common radiographic procedures and specific procedures described in classroom lecture. Radiographic positioning and technique will be emphasized. Students will learn film critique. Scheduled rotation of duties will be performed as directed by hospital staff and/or the program faculty. Prerequisite: TRAD 2193 with "C" or better. CI 20, Cr 2

TRAD 2310 Advanced Radiologic Procedures

This is a continuation of TRAD 1405 with emphasis on advanced roentgenology. Included here are complex examinations usually performed less frequently than those in Part I, such as optic foramen, mastoid, etc. Prerequisite: TRAD 1290, 1320, 1415, 1425, and BIOL 2302/2102 with "C" or better Lec 3, Cr 3

TRAD 2320 Radiation Protection

A study of potential biological hazards of X-radiation. Emphasis on protective measures and safe techniques which can be used to eliminate unnecessary exposure to patients and personnel, along with principles of detection instruments and design recommendations for machines which produce radiation.

Respiratory Therapy (TRES)

TRES 1110 Respiratory Care Seminar

Provides readings and discussion of current issues and trends in respiratory care focused on the entry level of practice. A comprehensive assessment of entry level competence will be made. This summer course requires one hour per week for five and one-half weeks. Prerequisite: TRES 1293, TRES 1220 Lec 1, Cr 1

TRES 1120 Pathophysiology In Respiratory Care II

Continues the study of pulmonary diseases with additional emphasis on emergency thoracic disorders and cardiovascular diseases. This summer course requires one hour per week for five and one-half weeks. Prerequisite: TRES 1220, TRES 1293 Lec 1, Cr 1

TRES 1190 Introduction to Patient Care

Introduces patient care and the health care system, modern respiratory services, health communication, ethical and legal implications of practice and general patient care. Provides some hands on practice and orientation to clinical facilities and case studies with physicians. CI 3, Cr 1

TRES 1210 Patient Assessment

Develops proficiency in recognizing patterns of cardiopulmonary dysfunction, conducting physical assessment of the chest, performing basic pulmonary function measurements and analysis of the chest radiograph, blood gas sampling. Prerequisite: TRES 1505, BIOL 2301; Co-requisite: BIOL 2302. Lec 2, Cr 2

TRES 1220 Pathophysiology in Respiratory Care I

Prepares students to recognize the etiology, clinical signs and symptoms and treatment approach for patients with asthma, COPD, RDS, and pulmonary infections and pneumonia. This course meets in summer session and requires seven hours per week for five and one-half weeks. Prerequisite: TRES 1210. Lec 7, Cr 2

TRES 1290 Clinical Practicum I

Provides clinical practice in applying general patient airway care, oxygen therapy, humidity and aerosol therapy, chest physical therapy, and infection control, designed to develop the ability to communicate with other members of the health care team. Prerequisite: TRES 1505, TRES 1190. CI 19, Cr 2

TRES 1293 Clinical Practicum II

Provides clinical practice and evaluates proficiency in applying the procedures learned in TRES 1505, 1220, 1515. This course meets in summer session and requires eight hours clinical per week for five and one-half weeks. Prerequisite: TRES 1290, 1515. CI 8, Cr 2

TRES 1296 Clinical Practicum III

Continues clinical practice and proficiency evaluations from the previous clinical course, meets during summer session and requires eight hours of clinical per week for five and one-half weeks. Prerequisite: TRES 1293. CI 8, Cr 2

TRES 1310 Applied Science for Respiratory Therapy

Study of terms, symbols and units of measure, physical principles in respiratory care, solutions, body fluids and electrolytes, and review of cardiopulmonary physiology. Lec 3, Cr 3

TRES 1505 Equipment and Procedures I

Covers selecting, assembling and operating equipment used in airway care, delivery of medical gases and humidity and aerosol therapy, chest physical therapy and infection control. Course is designed to develop proficiency in applying therapeutic procedures in controlling infection, maintaining an airway, mobilizing secretions, and assuring oxygenation. Co-requisite: BIOL 2301, TRES 1190. Lec 4, Lab 3, Cr 5

TRES 1515 Equipment and Procedures II

Covers selecting, assembling and operating equipment used in delivery of aerosol medications, hyperinflation therapy, and ventilatory support. Course is designed to develop proficiency in applying therapeutic procedures involved in aerosolized drugs, deep breathing and ventilatory support of the patient. Prerequisite: TRES 1505, TRES 1190. Lec 4, Lab 3, Cr 5

TRES 2110 Advanced Level Pharmacology

Continues the study of drugs used to manage the cardiopulmonary patient with an emphasis on emergency drugs, cardiovascular agents, anesthetics, narcotics and sedatives and diuretics. Oral and parenteral bronchodilators will also be covered. Prerequisite: CHEM 1305, BIOL 2302, TRES 1293. Lec 1, Cr 1

TRES 2290 Advanced Level Practicum I

Provides clinical practice in adult intensive care units and introduces the student to neonatal intensive care and diagnostic laboratories. Prerequisite: TRES 1293. CI 19, Cr 2

TRES 2293 Advanced Level Practicum II

Continues the development of critical care skills and adds neonatal intensive care. Students will be tested for competence at the advanced level of respiratory care practice through direct observation and clinical simulations. Prerequisite: TRES 2290 CI 19, Cr 2

TRES 2305 Diagnostic Procedures

Covers diagnostic procedures found in the full service pulmonary function and bronchoscopy labs. Quality control procedures in pulmonary function and blood gas analysis will be covered. Prerequisite: TRES 1120, TRES 1293. Lec 2, Lab 3, Cr 3

TRES 2315 Pediatric & Neonatology

Course is designed to develop proficiency in using, selecting, and applying and operating the equipment and therapeutic procedures unique to the critically ill newborn and child. Prerequisite: TRES 1120, 1515, or 1293. Lec 2, Lab 3, Cr 3

TRES 2610 Advanced Level Procedures

Covers monitoring and interpreting hemodynamic data, cardiopulmonary data from various physiologic monitors, and managing of the critically ill. An introduction to pulmonary rehabilitation and home care will be provided. A comprehensive test of student competence at the advanced level of practice will be conducted. Prerequisite: TRES 2290, TRES 1110. Lec 6, Cr 6

Secretarial Science (TSEC)

TSEC 1301 Basic Keyboarding

This course is designed to teach touch typing/keyboarding using the computer, with emphasis on proper position and technique. Accuracy and speed-building are also developed. Students will also format basic business documents on the computer using word processing software. Lec 3, Cr 3

TSEC 1305 Business Communications

Emphasizes writing and punctuating sentences, writing numbers, dividing words, and effectively using business English in writing paragraphs. Vocabulary building, spelling, and proofreading form a heavy part of this course. Lec 3, Cr 3

TSEC 1310 Electronic Calculating Machines

A practical approach to operating and using the electronic calculator. Designed to show students how to use the calculator to solve different business problems. Special emphasis on speed development using the touch system. Lec & Pract 3, Cr 3

**TSEC 1312 Skillbuilding for Speed and Accuracy
(Formerly OFAD 1312)**

This course is designed for the student who already knows the keyboard or touch typing, but who desires to build speed and accuracy. Specialized computer software will be used. Prerequisite: TSEC 1301 or one year of typing in high school with a minimum of 30 wpm. Lec 3, Cr 3

TSEC 1315 Professional Development

An introductory course in Business Technology which emphasizes self-concept and personality, work attitudes and values, work organization and solving problems. Interpersonal relationships, supervision of office personnel, as well as job applications, interviews, and work adjustment are also covered. Lec 3, Cr 3

TSEC 1325 Document Production

A course designed for emphasis on keyboarding production, formatting of letters, tables, and manuscripts in a variety of office situations. Rules learned in basic keyboarding are reviewed without reteaching the keyboard. The students will use word processing software to complete assignments. Prerequisite: OFAD 2304. Lec 3, Cr 3

TSEC 1370 Elementary Shorthand

Principles of Gregg Shorthand, Series 90, emphasis on theory, dictation and transcription of dictated Material. Dictation and transcription speed requirements of 50-80 WPM. Prerequisite: TSEC 1301 or one year of typing in high school. Lec 3, Cr 3

TSEC 2301 Office Procedures

A finishing course giving students opportunities to apply acquired skills. Coverage is broad and includes a receptionist's duties, telecommunications, telephone techniques, mail services, business documents, travel procedures, reprographics, financial tasks, and other duties of the office specialist. Prerequisite: TSEC 1301 or equivalent. Lec 3, Cr 3

TSEC 2320 Business Correspondence

Instruction in the fundamentals of business writing. Basic course design to help students develop confidence and skill in writing effective letters and memoranda. Emphasis on routine letter writing, and application letter and resumé writing. Prerequisite: TSEC 1305 or concurrent enrollment, TSEC 1301 or equivalent, and departmental approval. Lec 3, Cr 3

TSEC 2340 Spreadsheet Applications for the Office

A practical approach to using spreadsheets to solve business problems. Designed to teach students how to create, edit, store, and print spreadsheets, databases, and graphics using Lotus/Excel. Spreadsheets are used to make calculations, prepare financial statements, plan budgets, and make financial decisions. Databases are used to store information such as address lists and inventory information. The graphics function allows pie charts, bar charts, and line graphs to be easily created. Prerequisite: TSEC 1301 or equivalent. Lec 3, Cr 3

TSEC 2345 Microsoft Word

A basic introductory course designed to provide instruction in the theory and basic application of Microsoft Word, a word-processing software program. The student will use basic keyboarding skills as well as newly acquired skills to create, edit, and format documents using the features available with Microsoft Word. This hands-on computer course allows students the opportunity to practice basic character, line, and page formatting of documents using the functions of Microsoft Word. Prerequisite: TSEC 1301 or equivalent. Lec 3, Cr 3

TSEC 2401 Cooperative Education I

Open only to students enrolled in secretarial programs. This course includes supervised employment in the student's chosen career field as well as evaluation by both the employer and faculty member. A weekly one-hour seminar is held in conjunction with the work experience. Prerequisite: Consent of Co-op Coordinator. Lec 1, Lab 20, Cr 4

TSEC 2405 Cooperative Education II

Continuation of TSEC 2401. Must be taken consecutively. Prerequisite: TSEC 2401. Lec 1, Lab 20, Cr 4

Associate Degree Nursing (TNSG, RNSG, PRNR)

TNSG 1201 Orientation to Nursing

The student is introduced to the Associate Degree Nursing Program philosophy, purposes, objectives and conceptual framework. The course provides a foundation of the basic group concepts in nursing: the three interrelated roles of practice of the A.D.N.; principles of health teaching, the process of individual and group communication; roles of the health team members, the wellness-illness continuum; legal regulation of nursing practice; ethical issues in nursing; alterations in homeostasis, and a brief history of the profession of nursing. Maslow's hierarchy of basic human needs is presented as a framework for nursing intervention. The nursing process is introduced as an adaptation of scientific approach to nursing practice. Prerequisite: BIOL 2401, HS Chemistry, CHEM 1305 or CHEM 1311. Lec 2, Lab 0, Cr 2

TNSG 1203 Basic Medication Administration

This course is designed as an introductory course in medication administration. The nursing process is utilized to administer medications to adult clients in a safe and skillful manner. General information concerning medications and their administration is presented, and the nurse's responsibility is emphasized. The actions and interactions of drugs on body structure

and function are explored. Nursing interventions, including calculations, required for safe administration of medication are incorporated. Prerequisite: BIOL 2401, BIOL 2402, TNSG 1201. Lec 2, Lab 0, Cr 2

TNSG 1405 Fundamentals of Nursing

This course applies principles from the biological, psychological, and social sciences in assisting the client to meet his basic human needs. The nursing process is utilized to individualize nursing care of the client, to provide for his safety, and to meet his needs for hygiene, mobility, pain relief, sleep, nutrition, elimination and prevention of complications. Prerequisite: BIOL 2401, 2402, and TNSG 1201. Lec 2, Lab 6, Cr 4

TNSG 1407 Adult Client with Minor Alterations in Homeostasis I

This course focuses on the adult client experiencing minor alterations in oxygenation, perfusion, and fluid and electrolyte balance. Emphasis is on the client as a bio-psychosocial human being who constantly interacts with his environment. This course provides the foundation for more complex nursing. Students will focus on the nursing process and integration of scientific principles from other disciplines. Prerequisite: TNSG 1203, 1405, BIOL 2420, and PSYC 2314. Lec 2, Lab 6, Cr 4

TNSG 1409 Adult Client with Minor Alterations in Homeostasis II

The focus of this course is the adult client experiencing minor alterations in regulatory, neurological, musculoskeletal, and gastrointestinal function. Emphasis is on the client as a bio-psychosocial human being who constantly interacts with his environment. This is a basic nursing course which provides the foundation for more complex nursing. The student will concentrate on the nursing process and the integration of scientific principles from other disciplines. Prerequisite: TNSG 1203, 1405, PSYC 2314 and BIOL 2420. Lec 2, Lab 6, Cr 4

TNSG 1811 LVN Transition

This course is designed to assess and evaluate the Licensed Vocational Nurse's knowledge base in selected cognitive, affective, and psychomotor skills in nursing. The course also introduces nursing theory and skills not covered in a traditional vocational nursing program. After successful completion of TNSG 1811, the student will receive credit for all Level I nursing courses (TNSG 1201, 1203, 1405, 1407, 1409) for a total of 16 semester hours credit. The students then advance to Level II enrolling in TNSG 2413 or 2415 in the summer as a sophomore nursing student. Prerequisite: High School Chemistry, CHEM 1305 or CHEM 1311, BIOL 2401, 2402, 2420, PSYC 2314, satisfactory completion of Nursing Mobility Profile I - Foundations of Nursing. Co-requisite: PSYC 2301, and ENGL 1301. Lec 4, Lab 12, Cr 8

TNSG 2123 Contemporary Issues and Trends

This course is designed to assist the student in the transition from the role of student nurse to the role of graduate nurse. Emphasis is placed upon three interrelated roles in nursing practice of the Associate Degree Nurse: provider of care, manager of client care, and member within the profession of nursing. Issues related to managing care for a group of clients are explored with clinical experience for this role provided in concurrent nursing courses TNSG 2519 and TNSG 2521. The role of member within the profession of nursing includes the expectations of nursing practice within the legal framework of the profession and the contemporary issues and trends facing nursing today and in the future. Prerequisite: TNSG 2413, 2415, 2417. Lec 1, Lab 0, Cr 1

TNSG 2413 The Family in Psycho/Social Crisis

The course is a study of adaptive and maladaptive coping patterns applied to the understanding of therapeutic communications skills, interpersonal relationships and other beginning skills utilized to meet the psycho/social needs of the client and his family. Development of self awareness and an accepting/supportive nurse-client relationship with other mental health care team members, while interacting with client and his family. Prerequisite: TNSG 1407, 1409, PSYC 2301, ENGL 1301. Lec 2, Lab 6, Cr 4

TNSG 2415 The Childbearing Family

This course covers care of the client and family during the childbearing experience, emphasizing health promotion, self-care and the normality of childbearing. Consideration of the scope, roles, issues, and ethical and legal aspects of maternity nursing stimulate the students to examine their personal values and possible value conflicts as they develop professional values. Human sexuality, reproductive choices, and sexually transmitted diseases are presented. The nursing process is adapted to meet the needs of the client and their family during pregnancy, labor, delivery and postpartum periods, and to the newborn. The study of each of these periods begins with a present of normal physiologic adaptations. Identification of the teaching needs, nutritional requirements and pharmacological considerations during each part of the perinatal experience reinforce the healthiness of childbearing. The specific assessments and nursing interventions of maternity care are demonstrated and practiced. Risks and complications, both maternal and fetal/newborn, are considered as alternations in the healthy childbearing state. Prerequisite: TNSG 1407, 1409, PSYC 2301, ENGL 1301. Lec 2, Lab 6, Cr 4

TNSG 2417 The Childrearing Family

This course covers the care of the child-client and his family. Theories of growth and development in relation to the nursing care of the childbearing family, as well as the impact of illness and hospitalization on that family, are explored. The nursing process is utilized in meeting the basic human needs of the child and his family. Conditions commonly occurring in childhood and nursing interventions for these conditions are emphasized. A focus of the course is health promotion for the child and his family. Opportunity is provided to care for the child and his family. Prerequisite: TNSG 1407, 1409, PSYC 2301, ENGL 1301. Lec 2, Lab 6, Cr 4

TNSG 2519 Client/Family with Major Alterations in Homeostasis I

The nursing process is utilized in structured health care settings to assist the client/family experiencing emergency situations and/or major alterations in urinary elimination, cellular function and regulatory mechanism in meeting basic human needs for the promotion, maintenance and/or restoration of health at any point along the wellness-illness continuum. In cooperation with community health care agencies, continuity of client care is provided. Increasingly complex nursing interventions, including nutritional and pharmacological components, are integrated throughout the course. Prerequisite: TNSG 2413, 2415, 2417. Lec 3, Lab 8, Cr 5

TNSG 2521 Client/Family with Major Alterations in Homeostasis II

The nursing process is utilized in structured health care settings to assist the client/family experiencing emergency situations and/or major alterations in oxygenation, perfusion, neurosensory perception and skill integrity related to thermal injury in meeting basic human needs for the promotion, maintenance and/or restoration of health at any point along the wellness-illness continuum. In cooperation with community health care agencies, continuity of client care is provided. Increasingly complex nursing intervention, including nutritional and pharmacological components, are integrated in the course. Students are given opportunity to practice some limited management skills. Prerequisite: TNSG 2413, 2415, 2417. Lec 3, Lab 8, Cr 5

Note: The following courses (RNSG and PRNR) are pending approval from the Board of Nurse Examiners for the State of Texas and the Texas Higher Education Coordinating Board.

RNSG 1205 Nursing Skills

Study of the concepts and principles essential for demonstrating competence in the performance of nursing procedures. Study of specific nursing procedures demonstrated in a progressive manner from basic to complex, necessary to care for clients across the lifespan. Prerequisite: Admission to the Associate Degree Nursing Program, BIOL 2301, BIOL 2101, BIOL 2302, BIOL 2102, MATH 1313, PSYC 2301. Lec 1, Lab 4, Cr 2

RNSG 1215 Health Assessment

Development in skills and techniques required for a comprehensive health assessment across the lifespan. Designed for students and beginning practitioners. Includes theory and skills necessary to collect a comprehensive health history and to perform and record a complete health assessment. Prerequisite: Admission to the Associate Degree Nursing Program, BIOL 2301, BIOL 2101, BIOL 2302, BIOL 2102, MATH 1313, PSYC 2301 or departmental approval. Lec 1, Lab 3, Cr 2

RNSG 1260 Clinical: Nursing RN: Introduction to Professional Nursing

A method of instruction providing detailed education, training and work-based experience and direct patient/client care, generally at a clinical site. Specific detailed learning objectives are developed for each course by the faculty. On site clinical instruction, supervision, evaluation, and placement is the responsibility of the college faculty. Clinical experiences are unpaid external learning experiences. Course may be repeated if topics are learning outcomes vary. Prerequisite: Admission to the Associate Degree Nursing Program BIOL 2301, BIOL 2101, BIOL 2302, BIOL 2102, MATH 1313, PSYC 2301. Co-requisite: Concurrent enrollment in RNSG 1423 is required. Lab 12, Cr 2

RNSG 1261 Clinical: Nursing RN: Transition to Associate Degree Nursing

A method of instruction providing detailed education, training and work-based experience and direct patient/client care, generally at a clinical site. Specific detailed learning objectives are developed for each course by the faculty. On site clinical instruction, supervision, evaluation, and placement is the responsibility of the college faculty. Clinical experiences are unpaid external learning experiences. Course may be repeated if topics are learning outcomes vary. Prerequisites: Admission to the Associate Degree Nursing Program, RNSG 1201, RNSG 1205, RNSG 1215, RNSG 1423, RNSG 1260, PSYC 2314. Co-requisite: Concurrent enrollment in RNSG 2407 is required. Lab 12, Cr 2

RNSG 1301 Pharmacology

Introduction to the science of pharmacology. Emphasis on the actions, interactions, adverse effects, and nursing implications of each drug classification as it applies to body systems through the lifespan. Topics include the roles and responsibilities of the nurse in safe calculation and administration of medications. Prerequisite: Admission to the Associate Degree Nursing Program, BIOL 2301, BIOL 2101, BIOL 2302, BIOL 2102, MATH 1313, PSYC 2301. Lec 2, Lab 3, Cr 3

RNSG 1423 Introduction to Professional Nursing

Introduction to the profession of nursing including the roles of the registered nurse and legal and ethical issues regarding the practice of professional nursing as stated in the Nursing Practice Act. Emphasis on application of the nursing process to diverse clients across the life span and includes applicable competencies in basic workplace skills. Historical and contemporary nursing practice will be explored. Prerequisite: Admission to the Associate Degree Nursing Program, BIOL 2301, BIOL 2101, BIOL 2302, BIOL 2102, MATH 1313, PSYC 2301. Co-requisites: Concurrent enrollment in a clinical RNSG 1260 is required. Lec 3, Lab 2, Cr 4

RNSG 2131 Management of Client Care

Exploration of leadership and management principles applicable to the role of the nurse as provider of care, coordinator of care, and member of the profession. Prerequisite: PRNR 2201, RNSG 2262, PRNR 2213, RNSG 2263, SPCH 1318. Co-requisite: Concurrent enrollment in RNSG 2404, RNSG 2166 is required. Lec 2, Cr 1

RNSG 2161 Clinical: Nursing RN: Care of Childbearing Family

A method of instruction providing detailed education, training and work-based experience and direct patient/client care, generally at a clinical site. Specific detailed learning objectives are developed for each course by the

faculty. On site clinical instruction, supervision, evaluation, and placement is the responsibility of the college faculty. Clinical experiences are unpaid external learning experiences. Course may be repeated if topics are learning outcomes vary. Prerequisites: RNSG 1201, RNSG 1205, RNSG 1215, RNSG 1423, RNSG 1260, PSYC 2314. Co-requisite: Concurrent enrollment in PRNR 1251 is required. Lab 6, Cr 1

RNSG 2162 Clinical: Nursing RN: Care of Children and Families

A method of instruction providing detailed education, training and work-based experience and direct patient/client care, generally at a clinical site. Specific detailed learning objectives are developed for each course by the faculty. On site clinical instruction, supervision, evaluation, and placement is the responsibility of the college faculty. Clinical experiences are unpaid external learning experiences. Course may be repeated if topics are learning outcomes vary. Prerequisite: RNSG 2301, RNSG 2414, RNSG 2260, PRNP 1251, RNSG 2261, BIOL 2320, BIOL 2121, a Humanities Course. Co-requisites: Concurrent enrollment in PRNR 2201 is required. Lab 6, Cr 1

RNSG 2163 Clinical: Nursing RN: Mental Health Nursing

A method of instruction providing detailed education, training and work-based experience and direct patient/client care, generally at a clinical site. Specific detailed learning objectives are developed for each course by the faculty. On site clinical instruction, supervision, evaluation, and placement is the responsibility of the college faculty. Clinical experiences are unpaid external learning experiences. Course may be repeated if topics are learning outcomes vary. Prerequisites: RNSG 2301, RNSG 2414, RNSG 2260, PRNP 1251, RNSG 2261, BIOL 2320, BIOL 2121, a Humanities Course. Co-requisites: Concurrent enrollment in PRNR 2213 is required. Lab 6, Cr 1

RNSG 2166 Practicum

Practical general training and experiences in the workplace. The college with the employer develops and documents an individualized plan for the student. The plan relates the workplace training and experiences to the student's general and technical course of study. The guided external experiences may be paid or unpaid. This course may be repeated if topics and learning outcomes vary. Prerequisites: PRNR 2201, RNSG 2262, PRNR 2213, RNSG 2263, SPCH 1318. Co-requisite: Concurrent enrollment in RNSG 2404, RNSG 2131, is required. Lab 8, Cr 1

RNSG 2260 Clinical: Nursing RN: Care of the Clients with Common Health Care Needs

A method of instruction providing detailed education, training and work-based experience and direct patient/client care, generally at a clinical site. Specific detailed learning objectives are developed for each course by the faculty. On site clinical instruction, supervision, evaluation, and placement is the responsibility of the college faculty. Clinical experiences are unpaid external learning experiences. Course may be repeated if topics are learning outcomes vary. Prerequisites: RNSG 1201, RNSG 1205, RNSG 1215, RNSG 1423, RNSG 1260, PSYC 2314. Co-requisite: Concurrent in RNSG 2414 is required. Lab 12, Cr 2

RNSG 2301 Community-Based Nursing

Study of the management of nursing care in a variety of community-based settings. Emphasis on the delivery of safe holistic nursing care to diverse clients/families with a multidisciplinary team approach, and including the application of culturally competent care. Prerequisites: RNSG 1201, RNSG 1205, RNSG 1215, RNSG 1423, RNSG 1260, PSYC 2314. Co-requisites: Concurrent enrollment in RNSG 2414, PRNR 1251 is required. Lec 3, Cr 3

RNSG 2360 Clinical: Nursing RN: Care of the Client with Complex Health Care Needs

A method of instruction providing detailed education, training and work-based experience and direct patient/client care, generally at a clinical site. Specific detailed learning objectives are developed for each course by the faculty. On site clinical instruction, supervision, evaluation, and placement is the responsibility of the college faculty. Clinical experiences are unpaid

external learning experiences. Course may be repeated if topics are learning outcomes vary. Prerequisites: PRNR 2201, RNSG 2262, PRNR 2213, RNSG 2263, SPCH 1318. Co-requisite: Concurrent enrollment in RNSG 2404 RNSG 2131. RNSG 2166 is required. Lab 14, Cr 2

RNSG 2404 Care of the Client with Complex Health Care Needs

Continued development of knowledge and skills essential for client care. Emphasis on application of the nursing process and critical thinking skills to promote and provide nursing care to diverse clients across the life span with complex health care needs in health maintenance and health restoration. Opportunities to collaborate with members of the multidisciplinary health care team. Topics include the role of the nurse as client advocate and coordinator of care and applicable competencies in basic workplace skills. Prerequisite: PRNR 2201, RNSG 2262, PRNR 2213, RNSG 2263, SPCH 1318. Co-requisites: Concurrent enrollment in clinical RNSG 2360 & RNSG 2131, RNSG 2166 is required. Lec 4, Lab 1, Cr 4

RNSG 2407 Transition to Associate Degree Nursing

Introduction to selected concepts related to the role of the associate degree nurse as provider of care, coordinator of care, and member of the profession. Emphasis on role transition. Prerequisites: Admission to the Associate Degree Nursing Program, RNSG 1201, RNSG 1205, RNSG 1215, RNSG 1423, RNSG 1260, PSYC 2314. Co-requisite: Concurrent enrollment in clinical RNSG 1261, and RNSG 2301, PRNR 1251 is required. Lec 3, Lab 2, Cr 4

RNSG 2414 Care of the Client with Common Health Care Needs

Continued development in the knowledge and skills essential for client care. Application of the nursing process and critical thinking skills to provide nursing care to diverse clients across the life span with common health care needs. Opportunities for collaboration with members of the multidisciplinary health care team. Content includes applicable competencies in basic workplace skills. Prerequisite: RNSG 1201, RNSG 1205, RNSG 1215, RNSG 1423, RNSG 1260, PSYC 2314. Co-requisite: Concurrent enrollment in clinical RNSG 2260, and RNSG 2301, PRNR 1251 is required. Lec 4, Cr 4

PRNR 1251 Care of the Childbearing Family

Study of concepts related to the provision of nursing care for childbearing families. Topics may include selected complications. Prerequisites: RNSG 1201, RNSG 1205, RNSG 1215, RNSG 1423, RNSG 1260, PSYC 2314. Co-requisite: Concurrent enrollment in clinical RNSG 2261 & RNSG 2301, RNSG 2414 is required. Lec 2, Cr 2

PRNR 2201 Care of Children and Families

Study of concepts related to the provision of nursing care for children and families. Prerequisites: RNSG 2301, RNSG 2414, RNSG 2260, PRNP 1251, RNSG 2261, BIOL 2320, BIOL 2121, a Humanities Course. Co-requisite: Concurrent enrollment in clinical RNSG 2262 & PRNR 2213 is required. Lec 2, Cr 2

PRNR 2213 Mental Health Nursing

Principles and concepts of mental health, psychopathology, and treatment modalities relating to the nursing care of clients and their families across the lifespan. Emphasis on the delivery of safe holistic, culturally competent nursing care to diverse clients/families with a multidisciplinary team approach. Prerequisites: RNSG 2301, RNSG 2414, RNSG 2260, PRNP 1251, RNSG 2261, BIOL 2320, BIOL 2121, a Humanities Course. Co-requisites: Concurrent enrollment in clinical RNSG 2262 & PRNR 2201 is required. Lec 2, Cr 2

University Experience (UNIV)

UNIV 1101 The University Experience

The purpose of the course is to acclimate students to academic, personal, career, social, and recreational opportunities at the university and in the community, to develop lifelong learning skills in students, and to help students cope successfully with the demands of the university through the use of challenges and opportunities in and out of the classroom. This one-hour course covers the essential topics. Lec 1, Cr 1

UNIV 1301 The University Experience

The purpose of the course is to acclimate students to academic, personal, career, social, and recreational opportunities at the university and in the community, to develop lifelong learning skills in students, and to help students cope successfully with the demands of the university through the use of challenges and opportunities in and out of the classroom. This three-hour course will cover the above topics comprehensively. Lec 3, Cr 3

Vocational Nursing (TVNU)

TVNU 1201 Science for Vocational Nursing

Normal Nutrition is one of the two segments of this course and is designed to introduce the scientific principles in basic nutrition, nutrient function in health and disease with emphasis on the food sources of nutrients, social aspects of nutrition, and importance of food nutrition. Microbiology is the second segment of this course; it introduces the student to the world of microorganisms with an emphasis on disease prevention and control programs that include community resources. Prerequisite: Admission to the program. Lec 2, Cr 2

TVNU 1204 Nursing Skills Theory

This course includes the nursing process, and medical terminology. The course is designed to introduce the vocational nursing student to a wide variety of nursing skills that range from the simple to the complex. Emphasis is placed on the utilization of scientific principles to guide the student in developing competency in the performance for these skills. Lec 2, Lab 10, Cr 2

TVNU 1207 Geriatrics

This course is designed to introduce the vocational nursing student to the special needs of the geriatric patient. Emphasis will be placed on the use of the nursing process, an understanding of the pathological variations from normal functioning, and application of the principles from the biological, physical, social, and behavioral sciences. Prerequisite: Admission to the program. Lec 2, Cr 2

TVNU 1212 Pharmacology I

This course is designed to present information to assist the student in developing beginning understanding of drug forms, effects by classification, current drug therapy, accurate calculation of dosages, and principles of medication preparation and safe administration. Prerequisite: Successful achievement of the first semester.

TVNU 1213 Pharmacology II

This course will include a separate segment that is designed to enable the student to develop a beginning understanding of the scientific principles and techniques in intravenous therapy and establish a foundation that will further enable the student to develop competence in performance of skills related to intravenous therapy. This course will also assist the student to develop a basic understanding of the need for the drug in accordance to the disease process and administration requirements. This course will stress accurate dosage calculations of medications administered intravenously. Prerequisite: Successful achievement of TVNU 1212. Lec 2, Cr 2

TVNU 1261 Clinical Practicum III

This course introduces the student to the clinical aspect of the care of the pediatric patient and the family's needs and support. Includes application of the nursing process. Concurrent with TVNU 1310. Prerequisite: Successful completion of the first semester. Enrollment in corresponding lecture classes. Co-Requisite: TVNU 1310 Pediatric Nursing. Lab 6, Cr 2

TVNU 1266 Nursing Skills Theory Lab

This course includes the introduction of the Vocational Nursing student to the nursing arts laboratory where emphasis is placed on the utilization of the concepts and principles learned in TVNU 1204. These concepts are demonstrated as a guide in developing competence in the performance of the specific nursing skills. The nursing process provides the focus for all nursing interventions as practiced in the lab activities. Concurrent with TVNU 1204. Prerequisite: Admission to the program. Lab 10, Cr 2

TVNU 1269 Clinical Practicum II

This course is designed for an introduction to maternity and newborn nursing care with practical experience in the areas of labor and delivery, postpartum care and care of the newborn. Teaching the new mother and father is incorporated. Concurrent with TVNU 1308. Prerequisite: Successful completion of the first semester. Enrollment in corresponding lecture classes. Co-Requisite: TVNU 1308 Maternal & Newborn. Lab 6, Cr 2

TVNU 1302 Fundamentals of Nursing

This course is designed to guide the vocational student in self assessment for necessary personal and professional adjustments that are essential in developing as a valuable member of the health care team. The course provides basic theories and principles of human growth and development, techniques for effective communication skills, and concepts to assist the student in understanding positive mental health practices. Prerequisite: Admission to program. Lec 3, Cr 3

TVNU 1308 Maternal and Newborn

This course is designed to introduce the student to concepts related to the family unit. Course content will include physiological changes associated to pregnancy, fetal development, prenatal care, nursing care during labor and delivery, post partum, and care of the newborn infant. Use of the nursing process will be integrated throughout the course. Prerequisite: Successful achievement of the first semester. Co-Requisite: TVNU 1269 Clinical II. Lec 3, Cr 3

TVNU 1310 Pediatric Nursing

This course introduces the student to the special needs of the child and the family. Emphasis will be placed on the use of the nursing process along with an understanding of pathophysiological variations, and the application of principles from the biological, physical, social, and behavioral sciences. Prerequisite: Successful achievement of the first semester. Co-Requisite: TVNU 1261 Clinical III. Lec 3, Cr 3

TVNU 1315 Advanced Medical-Surgical Nursing I

This course is a continuation of Medical-Surgical Nursing. It is designed to familiarize the student with selected disorders that affect the nervous, sensory, and endocrine systems. Emphasis is placed on knowledge deficits for the patient and his family and the need for patient teaching as an important aspect of comprehensive care and respective compliance. Prerequisite: A grade of "C" or above in TVNU 1513. Lec 3, Cr 3

TVNU 1317 Advanced Medical-Surgical Nursing II

This course is designed to assist the student in developing a beginning understanding of mental health problems with emphasis on recognizing inappropriate human behavior and corresponding approaches for therapeutic nursing interventions, introduce students to essential concepts of emergency nursing and role transition with emphasis on the expanded roles of a vocational nurse. Lec 3, Cr 3

TVNU 1364 Clinical Practicum IV

This course is designed to allow the student to gain experience in nursing care. Knowledge and application of the nursing process are utilized in providing direct patient care in the clinical facility. Administration of medications will be emphasized. Concurrent with TVNU 1513. Prerequisite: Successful completion of the first semester. Enrollment in corresponding lecture classes. Co-Requisite: TVNU 1212 Pharmacology & TVNU 1513 Medical Surgical Nursing I. Lab 11, Cr 3

TVNU 1365 Clinical Practicum I

This course is designed with an introduction to basic patient care in the clinical facility. The student has the opportunity to apply nursing procedures in the clinical setting. Application of the nursing process is emphasized. Concurrent with TVNU 1204. Prerequisite: Admission to the program. Co-Requisite: TVNU 1207 Geriatrics. Lab 12, Cr 3

TVNU 1366 Clinical Practicum V

This course provides the foundation for more complex nursing utilizing the nursing process. The student is expected to assess, plan and correlate nursing care according to individual patients. Concurrent with TVNU 1315. Prerequisite: Successful completion of the first and second semesters. Enrollment in corresponding lecture classes. Co-Requisite: TVNU 1213 Pharmacology II. Lab 12, Cr 3

TVNU 1368 Clinical Practicum VI

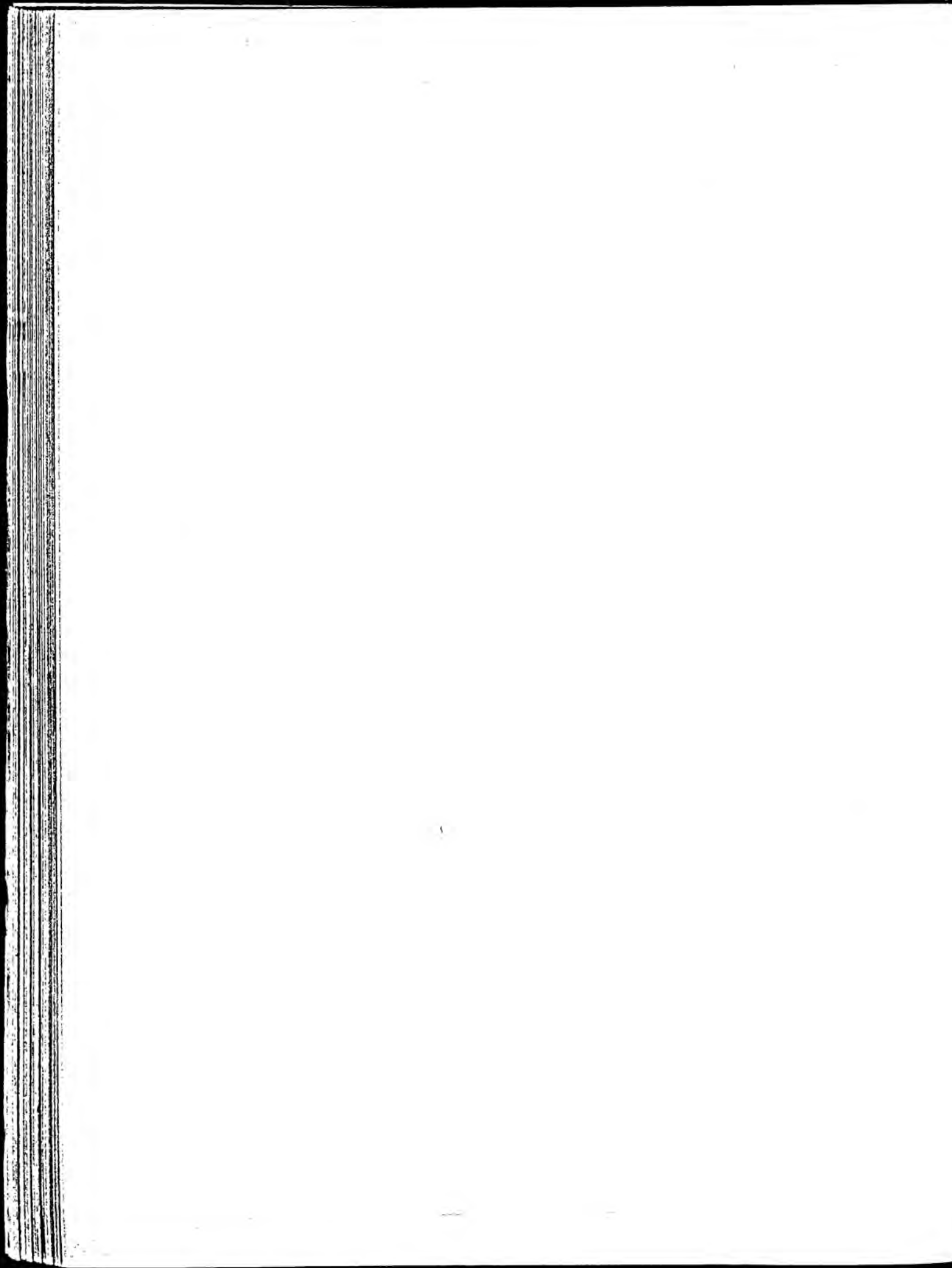
This course is designed to integrate the nursing skills and knowledge from the previous semesters. The nursing process is utilized in more complex nursing situations. Concurrent with TVNU 1317. Prerequisite: Successful completion of first and second semesters. Enrollment in corresponding lecture classes. Lab 28, Cr 3

TVNU 1403 Anatomy and Physiology

This course is designed to provide the vocational nursing student with introductory level information of the structure and function of the human body as a basis to later give understanding of disease processes and their effect on the human body. Prerequisite: Admission to the program. Lec 4, Cr 4

TVNU 1513 Medical Surgical Nursing I

This course is designed to introduce the student to concepts and theories associated with the nursing care of the adult patient with a major focus on selected pathophysiological conditions and modalities of treatment, including the impact of illness, cultural influences, and the incorporation of the family in implementation of the nursing process. Prerequisite: Successful achievement of the first semester. Co-Requisite: TVNU 1364 Clinical IV. Lec 5, Cr 5



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M.A., University of Texas at Arlington
M.L.S., University of North Texas

Gilbert Garza

Director of Media Services
A.A., Texas Southmost College
B.A., Pan American University

Wayne Douglas Lewis

Director of Academic Computing
A.B., University of Georgia
M.A., University of Delaware
Ph.D., University of Denver
M.S., Corpus Christi State University

Larry Löf

Director of Biological Station Rancho del Cielo/STEMS
A.A., Texas Southmost College
B.A., University of Texas at Austin
M.S., Pan American University

Cynthia Lerma

Director of Data Management and Reporting
B.S., Southwest Texas State University
M.Ed., University of Texas at Brownsville

Eli Eric Peña

Director of Academic Advising
B.S., M.S., Pan American University
Ph.D., University of Texas at Austin

S. Jon Steingass

Director of Developmental Education
B.S., University of Toledo
M.A., Bowling Green State University
Ph.D., University of Toledo

Terry E. Rives

Director of Institutional Research and Planning
B.A., LeTourneau University
M.A., Ph.D., University of Texas Health Sciences at Houston

Business Affairs Division

Gas Barreda

Director of Information Systems

Vacant, Vice President

Leonor "Pat" Barrera

Director, Business Office
B.B.A., St. Mary's University at San Antonio
M.B.A., University of Texas - Pan American

Brian Bochenek

Director of Purchasing
A.A., Southwest College
B.S., Chicago State University
C.P.M., A.P.P., National Association of Purchasing Management

John Cardoza

Chief of Police
A.A., Texas Southmost College
B.S., Pan American University at Brownsville

Grady John Deaton

Director of Physical Plant
B.B.A., Pan American University at Brownsville
M.B.A., University of Texas at Brownsville

Yolanda De La Riva

Associate Director, Business Office
B.B.A., M.B.A., University of Texas at Brownsville

Amanda Fuhro

Director of Human Resources
B.A., M.S., Jersey City State College

Rosemary Martinez

Director and Controller, Budget Office
B.B.A., Pan American University at Brownsville
C.P.A., State of Texas

Yolanda M. Palmer

Program Director of Records Management
A.A., Texas Southmost College
B.A., Sophie Newcomb College of Tulane
J.D., Tulane School of Law

Institutional Advancement Division

Margarita Roque, Associate Vice President

Leticia Fernandez

Director of News & Information
A.A., Texas Southmost College
B.J., University of Texas at Austin

Rafael E. Vela

Director of Development
B.A., St. Edward's University

Rolando Zamora

Director of Publications
A.A., Texas Southmost College
B.J., University of Texas at Austin

President's Office

Jubet V. Garcia, Ph.D., President

Denis Cano

Internal Auditor
A.A., Texas Southmost College
B.B.A., Pan American University at Brownsville
C.P.A., C.I.A., State of Texas

Hector Castillo
Executive Assistant to the President
B.S., M.S., East Texas State University

Javier Martinez
Assistant to the President
B.A., University of Texas at Austin
M.A., University of Texas Pan American
Ph.D., Ohio State University

Student Affairs Division

Olivia Rivas, Ed.D., Vice President

Jill Zimmerman
Dean of Students
B.S., Eastern Michigan University
M.A., Western Michigan University
Ph.D., University of New Orleans

Margie Mancillas
Assistant Vice President for Student Services
B.A., Texas Women's University
M.S., University of Arizona
Ed.D., University of Houston

Albert Barreda
Director of Financial Aid
B.B.A., Texas A&I University
M.B.A., Pan American University

Abel Campos
Assistant Director for Records and Registration
B.A.A.S., University of Texas at Brownsville

Mari F. Chapa
Assistant Director of Financial Aid
B.A., Texas A&I University

Candace Fetzer
SSSP/ASPIRE Program Director
B.S.C.J., University of Texas at San Antonio
M.Ed., University of Texas Pan American

Pamela C. Flores
University Talent Search Program Director
B.S., M.Ed., The University of Texas at Brownsville

Brian Funk
Volleyball Coach
B.S., Western Illinois University
M.Ed., University of Texas Pan American

Ernesto Garcia
Director of Enrollment
B.A., Pan American University
M.Ed., University of Texas Pan American

Hilda Garcia
Assistant Director of Admissions

Javier Garcia
STEMS Curriculum and Project Specialist
B.S., Tarleton State University

Eric Gonzalez
Baseball Coach
A.A., Texas Southmost College
B.A., Texas A&M University

Hector Iracheta, R.N.
Director of Student Health Services
B.S.N., Pan American University

Pat McGehee
Director of Testing
B.A., Governor State University
M.A., Roosevelt University
Ed.D., University of Houston

Daniel Montez
Director of Career Services and Placement
B.B.A., University of Texas at Austin

Hilda Silva
Director of Counseling and Guidance
B.S., M.Ed., Pan American University

Carlo H. Tamayo
New Student Relations Coordinator
B.B.A., Loyola University

Alberto Carlos Villarreal
Upward Bound Program Director
B.A., M.Ed., The University of Texas at Brownsville

Academic Department Chairs and Program Directors

College of Liberal Arts

Behavioral Sciences Department
Virginia V. Wood, Chair

Human Services
Martba Warburton, Program Director

Criminal Justice Department
Susan Ritter, Chair

English and Speech Department
Robert Sledd, Chair

Fine Arts Department
Sue Zanne Urbis, Chair

Modern Languages Department
Cipriano Cárdenas, Chair

Social Sciences Department
Norman Binder, Chair

College of Science, Mathematics & Technology

Biological Sciences Department
M. Alma Solís, Interim Chair
James R. Sullivan, Assistant Chair

Computer Sciences/Computer Information Systems Department
Domingo Molina III, Chair

Engineering Technology Department
Mario C. Diaz, Chair

Industrial Technology Department
Jesus Galvan, Interim Chair

Mathematics Department
Deloria Nance-Davis, Chair

Physical Sciences Department
Gene J. Paull, Chair

School of Business

Accounting Department

R.B. Vinson, Chair

Business Administration Department

Charles Lackey, Chair

Master of Business Administration Program

Karl Kampschroeder, Director

Center for Business and Economic Development

Rosalie Manzano, Director

Valley Procurement Technical Assistance Center

Charlie Bevers, Senior Bid Consultant

Business Technology Department

Mary M. Sullivan, Chair

Accounting Technology Program

James Defenbach, Director

Management Development Program

Marvin Lovett, Director

School of Education

Curriculum and Instruction Department

Paula Parson, Interim Chair

Alternative Certification Program

Rita Hernandez, Director

School Specialties Department

Charles Comeaux, Chair

Child Care and Development

Mary Howard, Program Director

Academic Advising/Teacher Certification

Gayle L. Brogdon, Coordinator

Field Experiences/Student Teaching

Alicia Torres, Program Director

Kinesiology Department

Zelma D. Mata, Chair

School of Health Sciences

Allied Health Department

John L. McCabe, Chair

Emergency Medical Technology

Salvador Robles, Program Director

Medical Laboratory Technology

Shamina Davis, Program Director

Radiologic Technology

Manuel Gavito, Program Director

Respiratory Therapy

John L. McCabe, Program Director

Nursing Department

Registered Nurse Programs

Edna Garza-Escobedo, Chair

BSN Degree Completion Program

Katherine Dougherty, Program Director

Associate Degree Nursing, Brownsville

Edna Garza-Escobedo, Program Director

Associate Degree Nursing, Harlingen

Sharon Helsley-McGinley, Program Director

Vocational Nursing, Brownsville

Gloria Spencer, Program Director

Partnership Faculty

College of Liberal Arts

Farbat Iftekharuddin, Ph.D., Interim Dean

Behavioral Sciences Department

Virginia V. Wood, Ed.D., Chair

Ethel K. Cantu 1979

Assistant Professor

1969 B.A., University of California, Davis

1977 M.A., Texas A&I University

Psychology

William C. Davis 1975

Associate Professor

1970 B.A., University of Texas at Austin

1975 M.Ed., Pan American University

1982 Ed.D., East Texas State University

Psychology

Robert Fisher 1991

Associate Professor

1973 B.S., San Diego State University

1984 Ph.D., University of Tennessee

Psychology

Diamantina Freeberg 1979

Associate Professor

1967 B.A., Our Lady of the Lake College-San Antonio

1969 M.A., 1977 Ed.D., University of Tulsa

Psychology

Mathew Johnson 1999

Lecturer

1991 B.S., Northwest Missouri State University

1993 M.S., Imperia State University

1998 Ph.D., Texas Techical College

Psychology

Wayne D. Lewis 1980

Associate Professor

1969 A.B., University of Georgia

1975 M.A., University of Delaware

1987 M.S., Corpus Christi State University

1984 Ph.D., University of Denver

Sociology

Sherry McCullough 1991

Associate Professor

1965 B.A., 1987 M.S.W., 1991 Ph.D., University of Oklahoma

Sociology

Gene J. Paull 1975

Professor

1967 B.A., Penn State University

1970 M.A., 1976 Ph.D., University of Arizona

Anthropology, Geography

David Pearson 1997

Associate Professor

1979 B.A., University of Massachusetts

1981 M.A., 1988 Ph.D., Yale University

Sociology

Scott Reid 1999

Assistant Professor

1989 B.A., 1991 M.A., 1999 Ph.D., Kent State University

Sociology

Luis Rodriguez-Abad 1995

Associate Professor

1960 B.A., Wheaton College

1969 Ph.D., Syracuse University

Sociology

Virginia Voltaggio Wood 1971

Associate Professor

1966 B.A., Webster College

1971 M.A., St. Mary's University

1992 Ed.D., University of Houston

Psychology

Antonio N. Zavaleta 1976
Professor Anthropology, Sociology
 1969 A.A., Texas Southmost College
 1971 B.A., 1973 M.A., 1976 Ph.D., University of Texas at Austin

Criminal Justice Department

Susan Ritter, Ph.D. Chair

Ben Brown 1998
Assistant Professor Criminal Justice
 1990 B.A., Bellarmine College
 1992 M.A., University of Louisville
 1995 Ph.D., Kansas State University

Susan Ritter 1993
Assistant Professor Criminal Justice
 1980 B.S., Texas Woman's University
 1988 M.A., University of Texas at Arlington
 1997 Ph.D., Sam Houston State University

Rodolfo Soliz 1977
Assistant Professor Criminal Justice
 1977 B.S., Texas A&I University, Corpus Christi
 1985 M.A., Corpus Christi State University

William Wilkinson 1983
Professor Criminal Justice
 1964 B.A., North Texas State University
 1979 M.A., University of Texas at San Antonio
 1985 Ph.D., Sam Houston State University

English and Speech Department

Robert Stedd, Chair

Teresa Cadena 1973
Associate Professor English
 1971 B.A., Pan American College
 1974 M.A., 1983 Ed.D., Texas A&I University

Joe Colunga III 1978
Assistant Professor Journalism, English
 1968 B.A., Texas A&I University
 1977 M.A., East Texas State University
 1987 M.A., Pan American University

Charles Dameron 1985
Associate Professor English
 1970 B.A., Duke University
 1973 M.A., 1984 Ph.D., University of Texas at Austin

M. Therese McHale Gallegos 1990
Assistant Professor English
 1976 B.A., State University of New York - Binghamton
 1980 M.A., University of New Mexico
 1993 Ed.D., Harvard University

Juliet V. Garcia 1972
Professor Communications, Linguistics
 1970 B.A., 1972 M.A., University of Houston
 1976 Ph.D., University of Texas at Austin
 Institute for Educational Management, JFK School of Government,
 Harvard University

José Marcelo Garza 1987
Associate Professor English
 1963 B.A., Austin College
 1965 M.A., San Francisco State University
 1986 Ph.D., University of Iowa

Theresa Rhae Gibson 1968
Assistant Professor English
 1965 B.A., 1968 M.A., Oklahoma State University

Diana Gonzalez 1982
Assistant Professor Speech
 1964 B.S., Texas Women's University
 1980 M.F.A., Trinity University

Carolyn Ann Groman 1997
Lecturer English
 1995 B.A., The University of Texas Pan American
 1997 M.A., The University of Texas at Brownsville

William Harris 1991
Assistant Master Technical Instructor English
 1980 B.A., 1983 M.A., Pan American University

Farhat Iftexharuddin 1990
Associate Professor English
 1976 B.A., 1978 M.A., University of Dacca
 1989 Ph.D., Oklahoma State University

Noor Islam 1994
Assistant Professor English
 1989 M.A., 1994 Ph.D., Oklahoma State University

Joseph F. Jamar 1984
Assistant Professor English
 1976 B.A., University of Southwestern Louisiana
 1981 M.A.T., University of West Florida

Julie Ann Larson 1990
Assistant Master Technical Instructor Speech
 1981 B.A., University of Wisconsin-Eau Claire
 1983 M.A., Western Michigan University

Lawrence Martine Lewis 1981
Professor English
 1967 B.A., St. Edward's University
 1979 Ph.D., University of Texas at Austin

Mark Magee 1970
Associate Professor Linguistics, English
 1961 B.A., 1969 M.A., 1978 Ph.D., University of Texas at Austin

Wayne Moore 1976
Professor English
 1967 B.A., North Texas State University
 1972 M.A., East Texas State University
 1984 Ph.D., North Texas State University

Mary Lu Puckett 1976
Assistant Professor English
 1962 B.A., Texas A&I University
 1979 M.A., Pan American University

Dawn Rodriguez 1996
Professor English
 1967 B.S., Kutztown State University
 1968 M.A., 1971 Ph.D., Kent State University

Robert W. Stedd 1980
Associate Professor English
 1968 M.A., University of Chicago

Mimosa Stephenson 1973
Professor English
 1961 B.A., Pan American College
 1963 M.A., 1965 Ph.D., Texas Technological College

Elizabeth G. Vidaurri 1981
Assistant Professor
 1974 B.S., 1980 M.A., Pan American University
 English

Roberto M. Cortina 1976
Assistant Professor
 1964 B.A., 1966 M.A., Texas A&I University
 Spanish

Fine Arts Department

Sue Zanne Urbis, Ph.D., Chair

Lidia Díaz 1996
Assistant Professor
 1992 M.A., 1994 Ph.D., University of Pittsburgh
 Spanish

Antonio Briseño 1978
Associate Professor
 1972 B.M.E., 1974 M.A. Eastern New Mexico University
 Music

Juan Antonio González 1980
Assistant Professor
 1972 B.S., 1974 M.A., Texas A&I University
 Spanish

James A. Brownlow 1984
Associate Professor
 1976 B.M.E., Furman University
 1978 M.M., Northwestern University
 1994 D.M.A., University of Texas at Austin
 Music

George K. Green 1976
Associate Professor
 1968 B.A., 1971 M.A., Columbia University
 1974 M. Phil, 1976 Ph.D., Columbia University
 Diplomate Translator, Diplomate Interpreter, Interpreters Institute,
 Munich
 Spanish

Carlos Gomez 1985
Professor
 1977 B.F.A., Pan American University
 1979 M.F.A., Washington State University
 Art

Cheryl L. Phelps 1984
Assistant Professor
 1969 B.A., 1975 M.A., University of North Texas
 Spanish

Joan Elliott Price 1993
Assistant Professor
 1984 B.S., 1986 M.A., 1993 M.F.A., 1991 Ph.D., University of
 Wisconsin-Madison
 Art

José Varela-Ibarra 1991
Professor
 1964 B.A., 1966 M.A., University of Hawaii
 1974 Ph.D., University of Texas at Austin
 Spanish

Nancy Sclight 1986
Associate Professor
 1972 B.A., Glassboro State College
 1974 M.Ed., Towson State University
 1980 M.F.A., Instituto Allende
 Art

Thomas Welther 1990
Assistant Professor
 1982 B.A., 1983 M.A., University of Northern Iowa
 German

Terry Tomlin 1980
Associate Professor
 1969 B.A., Olivet Nazarene College
 1973 M.M.Ed., Vandercook
 1980 M.A., Eastern Illinois University
 Music

Lucy García Willis 1973
Professor
 1970 B.A., 1972 M.A., Southwest Texas State University
 1988 Ph.D., University of Texas at Austin
 Spanish

Social Sciences Department

Norman Binder, Chair

Richard Urbis 1985
Assistant Professor
 1975 B.M., Corpus Christi State University
 1978 Artist Diploma, The Julliard School of Music
 Music

William L. Adams 1989
Associate Professor
 1966 B.A., Central Oklahoma State University
 1973 M.A., University of North Dakota
 1978 M.A., State University of New York
 1975 D.A., University of North Dakota
 Government, History

Sue Zanne Urbis 1995
Assistant Professor
 1977 B.M.E., Sam Houston State University
 1981 M.A., Corpus Christi State University
 1995 Ph.D., University of Arizona
 Music

Robert H. Angell 1976
Assistant Professor
 1970 B.S., 1976 M.Ed., Southwest Texas State University
 Government

Francisco Rocafructe Valera 1997
Lecturer
 1979 Diploma in Piano, Universidad Veracruzana
 1983 Masters, Trinity College of Music, London
 1989 Fellowship Diploma (Ph.D.), London College of Music
 Music

Norman Binder 1973
Professor
 1969 B.A., University of North Dakota
 1971 M.A., 1974 Ph.D., University of Arizona
 Government

Modern Languages Department

Cipriano Cárdenas, Chair

Charles Chapman 1999
Assistant Professor
 1972 B.S., Southwest Texas State University
 1974 M.A., Southwest Texas University
 1979 J.D. University of Texas School of Law
 1980 Ph.D., University of Texas at Austin
 Government

Dorothy M. Boven W. 1984
Assistant Professor
 1980 B.A., Hope College
 1984 M.A.I.S., University of Texas-Pan American
 Spanish

Lori Cole 1999
Assistant Professor
 Ph.D., Carnegie-Mellon University
 History

Cipriano Cárdenas 1971
Associate Professor
 1968 B.A., 1970 M.A., Texas A&I University
 Spanish

Harriett D. Joseph 1976
Professor
 1967 B.A., Southern Methodist University
 1971 M.A., 1976 Ph.D., North Texas State University
 History

Milo Kearney 1970
Professor History
 1962 B.S., University of Texas at Austin
 1966 M.A., 1970 Ph.D., University of California at Berkeley

Philip W. Kendall 1992
Professor History
 1957 B.A., De Pauw University
 1960 M.A., 1968 Ph.D., Boston University

Anthony K. Knopp 1976
Professor History
 1963 B.A., M.A.T., College of St. Thomas
 1966 M.A., University of Minnesota
 1973 Ph.D., Texas Tech University

Ronald John Lane 1990
Master Technical Instructor Government
 1972 B.A., Florida Southern College
 1977-87 M.A., Western Illinois University

Manuel F. Medrano 1972
Professor History
 1970 B.S., 1971 M.A., Texas A&I University
 1985 Ed.D., University of Houston

Edward G. Moore 1993
Lecturer Government
 1973 B.A., University of Virginia
 1975 M.Ed., Georgia State University

John S. Robey 1996
Associate Professor Government
 1963 B.S., 1967 M.A., University of Southern Mississippi
 1970 Ph.D., University of Georgia

Angelia Soldan 1999
Philosophy, Government
 1975 M.A., University of Berlin, Germany
 1985 Ph.D., Martin Luther University, Halle-Wittenberg, Germany
 1990 Ph.D., Humboldt University, Berlin, Germany

James B. Sullivan 1973
Professor History
 1967 B.A., 1972 M.A., 1985 Ph.D., University of Houston

College of Science, Mathematics & Technology

José G. Martín, Dean

Biological Sciences Department

M. Alma Solís, Ph.D., Interim Chair
James R. Sullivan, Assistant Chair

Allison J. Abell 1999
Assistant Professor Biological Sciences
 1988 B.A., Yale University
 1992 M.S., 1996 Ph.D., University of Chicago

Javier Gonzalez 1997
Lecturer Biological Sciences
 1977 B.S., Autonomous University of Nuevo Leon, Mexico
 1983 M.S., 1987 Ph.D., Cornell University

Lawrence Lof 1975
Director, Rancho Del Cielo Biological Sciences
 1969 A.A., Texas Southmost College
 1971 B.A., University of Texas at Austin
 1979 M.S., Pan American University

Genaro Lopez 1976
Professor Biological Sciences
 1970 B.S., Texas Tech University
 1975 Ph.D., Cornell University

Gail R. McClain 1988
Associate Professor Biological Sciences
 1962 A.A., Freed-Hardeman Jr. College
 1965 B.S., 1967 M.S., Memphis State University
 1973 Ed.D., University of Tennessee

David L. McNeely 1990
Professor Biological Sciences
 1967 B.A., University of Texas at Arlington
 1972 M.S., North Texas State University
 1982 Ph.D., Oklahoma State University

Alfredo Muñoz 1976
Assistant Professor Biological Sciences
 1971 B.S., 1975 M.S., Pan American University

Eli Eric Peña 1974
Associate Professor Biological Sciences
 1972 B.S., 1974 M.S., Pan American University
 1990 Ph.D., University of Texas at Austin

Norman L. Richard 1969
Associate Professor Biological Sciences
 1957 B.S., Illinois State University
 1969 M.S., Sam Houston State University

Alfred T. Richardson 1976
Professor Emeritus Biological Sciences
 1969 B.A., 1970 M.A., 1975 Ph.D., University of Texas at Austin

James R. Sullivan 1969
Assistant Professor Biological Sciences
 1966 B.A., 1969 M.S., Stephen F. Austin State University

Computer Sciences/Computer Information Systems Department

Domingo Molina III, M.S., Chair

Fitratullah Khan 1992
Associate Professor Computer Sciences
 1980 B.S., 1983 M.S., 1987 Ph.D., University of Texas at Arlington
 1991 M.S., University of Kansas

Blanca E. Lozano 1984
Assistant Professor Computer Information Systems
 1978 B.S., Instituto Tecnológico de Mexico
 1984 M.B.A., Pan American University

Domingo Molina III 1984
Assistant Professor Computer Sciences
 1973 B.S., 1975 M.Ed., Pan American University
 1987 M.S., Corpus Christi State University

Bari Siddique 1985
Assistant Professor Computer Sciences
 1975 B.S., 1977 M.S., Univ. of Rajshahi (Bangladesh)
 1984 M.S., 1985 M.S., Marquette University

Mahmoud K. Quweider 1999
Assistant Professor Computer Sciences
 1985 B.S., University of Toledo
 1989, 1991, 1997 M.S., University of Toledo
 1995 Ph.D., University of Toledo

Engineering Technology Department

Mario C. Diaz, Ph.D., Chair

- Jose Amieva 1995**
Instructor
1993 B.S.E.E., M.S.I.E.E., Texas A&I University
Electronics
- Nadia A. Basaly 1997**
Associate Professor
1977 B.S., University of Helwan
1990 M.S., 1993 Ph.D., University of Connecticut
Engineering Technology
- Thomas E. Bell 1998**
Instructor
1978 B.S., Texas A & M University
Machine Shop
- William B. Berg 1997**
Associate Professor
1965 B.E., Stevens Institute of Technology
1989 Ph.D., University of Massachusetts-Lowell
Engineering Technology
- Samir B. Billatos 1997**
Professor
1977 B.S., University of Helwan
1982 M.S., 1985 Ph.D., Washington State University
Engineering Technology
- Michael H. Boster 1982**
Associate Master Technical Instructor
1972 B.S., 1975 M.S., University of Texas at Austin
Drafting
- Luis Z. Cabeza 1994**
Associate Professor
1971 B.S., Monterrey Institute of Technology
1978 M.S., London Imperial College
1983 M.E., 1981 M.S., 1984 Ph.D., Rensselaer Polytechnic Institute
Engineering Technology
- Jaime R. Garza 1981**
Associate Master Technical Instructor
1974 B.A., University of Puget Sound
1983 M.S., Corpus Christi State University
Drafting
- José G. Martín 1996**
Professor
1964 B.S., Mississippi State University
1970 M.S., 1970 Ph.D., University of Wisconsin
Engineering Technology
- Rogelio Palomera-Garcia 1999**
Assistant Professor
1975 B.S., University of Guadalajara
1975 M.S., University of Electrocommunications of Tokyo
1979 Ph.D., Swiss Federal Institute of Technology (EPFL)
Engineering Technology
- Wayne E. Wells 1996**
Professor
1962 B.S., University of Cincinnati
1972 M.B.A., Eastern Michigan University
1986 M.S., 1993 Ph.D., Wayne State University
Engineering Technology

- Rodolfo Gil Reyes 1982**
Assistant Master Technical Instructor
1991 A.A.S., Texas Southmost College
1978 Specialized Vocational Training
Building Trades
- Daniel Tamez 1980**
Assistant Master Technical Instructor
1983 Specialized Vocational Training
Automotive Technology
- Oscar Torres 1988**
Instructor
1993 Certificate, Texas Southmost College
Auto Body Repair
- John Patrick Wade 1982**
Assistant Professor
1973 Bryant School of Air Conditioning, Refrigeration
1977 B.A., Sam Houston State University
1984 M.S., Corpus Christi State University
Air Conditioning and Refrigeration

Mathematics Department

Deloria Nanze-Davis, Ed.D., Chair

- Steven C. Benton 1980**
Assistant Professor
1970 B.S., Central Missouri State University
1990 M.C.S., Corpus Christi State University
Mathematics
- Rogelio Contreras 1974**
Assistant Professor
1969 B.S., 1973 M.A., Texas A&I University
Mathematics
- Rattan Dupte 1984**
Assistant Professor
1970 B.S., University of Karachi, Pakistan
1986 M.S., East Texas State University
Mathematics
- Olivia R. Garcia 1981**
Assistant Professor
1976 B.A., Pan American University
1983 M.S., University of New Hampshire
Mathematics
- Alberto Jose Herrera 1995**
Lecturer
1976 B.S.E.E., University of Texas at Austin
1989 M.S.I.S., University of Texas-Pan American
P.E., Registered Professional Engineer
1999 Ed.D., University of Houston
Mathematics
- James Alan Hilsenbeck 1995**
Lecturer
1988 B.A., University of Iowa
1995 M.S., Texas A&M-Kingsville
Mathematics
- Anthony Lerma 1976**
Associate Professor
1972 B.S., 1974 M. Ed., Southwest Texas State University
1990 Ph.D., University of Texas at Austin
Mathematics
- Jerzy Mogilski 1996**
Lecturer
1972 Magister - Warsaw University, Poland
1979 Ph.D., Polish Academy of Science
Mathematics
- Deloria Nanze-Davis 1988**
Associate Professor
1976 B.A., Texas Lutheran College
1983 B.B.A., 1977 M.Ed., East Texas State University
1995 Ed.D., University of Houston
Mathematics

Industrial Technology Department

Jesus Galvan, Interim Chair

- David G. Cornejo 1987**
Technical Instructor
1989 A.A.S., Texas Southmost College
Specialized Vocational Training
Auto Mechanics
- Jesus Galvan 1984**
Technical Instructor
1984 Certificate, Texas Southmost College
Specialized Vocational Training
1984 Licensed Texas A.C. Contractor
Air Conditioning & Refrigeration

Jorge E. Navarro 1995
Assistant Professor
1969 B.S., Loyola University, Chicago
1972 M.S., 1995 Ph.D., Northeastern University, Boston
Mathematics

Imelda Peña 1972
Assistant Professor
1969 B.S., 1972 M.S., Texas A&I University
Mathematics

Juan Jose Perez 1975
Assistant Professor
1967 B.S., 1972 M.S., Texas A&M University-Kingsville
Mathematics

Janice C. Phillipp 1981
Assistant Professor
1978 B.S., 1981 M.S., Texas A&I University
Mathematics

Raymond Simonsen 1988
Assistant Professor
1963 B.A., Western Michigan University
1967 M.S., U.S. Naval Postgraduate School
Mathematics

Laura Villarreal 1989
Lecturer
1978 B.S., 1984 M.Ed., Pan American University
Mathematics

Mary Wagner 1985
Assistant Professor
1970 B.S., 1973 M.S., Texas A&I University
Mathematics

Fred W. Warnke 1972
Assistant Professor
1969 B.S., 1971 M.S., Texas A&I University
Mathematics

Sessia Wyche III 1987
Associate Professor
1970 B.S., 1972 M.S., Texas A&I University
Mathematics

Zhong Ling Xu 1990
Associate Professor
1959 B.S., Beijing Normal University, Beijing
1987 M.S., 1990 Ph.D., University of Massachusetts
Mathematics

Physical Sciences Department

Gene J. Paull, Ph.D., Chair

William M. Davis 1998
Assistant Professor
1993 M.Sc., 1996 Ph.D., The University of Guelph
1991 B.Sc., University of Western Ontario
Chemistry

Mario C. Diaz 1996
Associate Professor
1984 Licenciado, 1987 Ph.D., University of Córdoba, Argentina
Physics

Maria Celia Flores-Feist 1984
Associate Professor
1980 B.S., Pan American University
1983 M.S., Texas A&I University
1995 Ed.D., Texas Tech University
Chemistry

Arnulfo Mar 1990
Associate Professor
1977 A.A., Texas Southmost College
1981 B.S., 1987 Ph.D., University of Houston
Chemistry

Gene J. Paull 1975
Professor
1967 B.A., Penn State University
1970 M.A., 1976 Ph.D., University of Arizona
Physics

Terry Jay Phillips 1982
Associate Professor
1975 B.S., 1977 M.S., Sam Houston State University
Physics, Physical Science

Joseph D. Romano 1998
Assistant Professor
1985 B.S., 1987 M.S., 1991 Ph.D., Syracuse University
Physics

School of Business

Betsy V. Boze, Ph.D., Dean

Accounting Department

R. B. Vinson, Chair

Douglas Cagwin 1999
Assistant Professor
1993 B.B.A., Iowa State University
1996 M.A.A.C., University of Arkansas
1999 Ph.D., University of Arkansas
Accounting

Carol Collinsworth 1982
Assistant Professor
1979 B.B.A., 1983 M.B.A., Pan American University
1986 C.P.A., State of Texas
Accounting

Abraham Greenspan 1995
Senior Lecturer
1954 B.A., 1956 J.D., University of Texas at Austin
Business Law

Dennis S. Ortiz 1998
Visiting Assistant Professor
1978 B.S., 1989 M.A., University of Arizona
1999 Ph.D.(Expected), University of North Texas
Accounting

Mary Jane Saucedo 1992
Associate Professor
1981 B.B.A., 1989 M.B.A., Pan American University
1987 C.P.A., State of Texas
1994 M.A.C.C., Texas A&M at Corpus Christi
Accounting

R. B. Vinson 1988
Associate Professor
1956 B.A., 1957 M.A., Eastern New Mexico University
1973 C.P.A., State of Oklahoma
1978 C.P.A., State of New Mexico
Accounting

Joseph A. Zavaletta, Jr. 1997
Assistant Professor
1979 B.S., University of Texas at Austin
1989 M.A., Regent University School of Public Policy
1989 J.D., Regent University School of Law
Accounting

Business Administration Department

Charles W. Lackey, Ph.D., Chair

Gaurango Banerjee 1997
Assistant Professor
1991 B.S., BITS, Pilani India
1997 Ph.D., University of Alabama
Economics

Betsy V. Boze 1994
Professor
1974 B.S., 1975 M.B.A., Southern Methodist University
1984 Ph.D., University of Arkansas
Marketing

Anthony J. Daboub 1997
Assistant Professor
1962 B.A., 1963 M.A., 1963 Ph.L., St. Louis University
1976 M.B.A. University of Dallas
1991 Ph.D., University of Texas at Arlington
Management

- Edith Galy 1997**
Lecturer
1984 B.S., St. Mary's University
1998 M.B.A., University of Texas at Brownsville
- Fernando Angel Garza 1998**
Lecturer
1998 M.B.A., University of Texas Pan American
Management Information Systems
- Suzanne Hardebeck 1994**
Associate Professor
1965 B.S., 1967 M.S., Oklahoma State University
1980 Ph.D., North Texas State University
Management
- Gerald Hollier 1988**
Associate Professor
1965 B.B.A., Lamar State College
1986 M.B.A., Pan American University
1992 M.Ed., University of Texas at Brownsville
1996 Ed.D., University of Houston
Business Administration
- Karl Kampschroeder 1997**
Assistant Professor
1971 B.A., University of Missouri - Columbia
1991 M.B.A., Southwest Texas State University
1998 Ph.D., University of Houston
Marketing
- George Kozmetsky 1999**
Visiting Professor
1938 B.A., University of Washington
1947 M.B.A., Harvard University
1957 D.C.S., Harvard University
Business Administration
- Charles Lackey 1995**
Associate Professor
1969 B.A., University of Texas at Arlington
1975 M.S., Baylor University
1984 Ph.D., University of South Carolina
Economics
- Marvin G. Lovett 1988**
Associate Professor
1978 A.A., Southwest Community College
1981 B.S., 1982 M.B.A., Northwest Missouri State University
1997 Ed.D., University of Houston
Business Administration
- Jason B. MacDonald 1998**
Lecturer
1992 B.B.A., University of Brunswick, Canada
1994 M.B.A., University of Brunswick, Canada
Marketing
- Rafael Otero 1997**
Assistant Professor
1985 A.A., Texas Southmost College
1987 B.B.A., University of Texas Pan American
1991 M.B.A., University of Texas at San Antonio
1999 D.B.A., University of Texas Pan American
Business Administration
- Vivian K. Permenter 1974**
Associate Professor
1969 B.S., East Central State University
1970 M.S., Oklahoma State University
C.P.S., International
Business Administration
- Pablo Rhi-Perez 1995**
Associate Professor
1968 J.D., Universidad de Nuevo Leon, Mexico
1969 Diploma, Economic Planning, United Nations (CEPAL)
1970 M.B.A., Instituto Tecnológico de Estudios Superiores de Monterrey
1989 Ph.D., University of Texas at Austin
Marketing
- Charles Patton 1978**
Professor Emeritus
B.A., Cornell University
M.S., Stanford University

- Ronald E. Utecht**
Professor Emeritus
B.B.A., Baylor University
M.B.A., Ph.D., Arizona State University

- Louie W. Walter**
Professor Emeritus
B.S., M.S., University of Arkansas
Ph.D., University of Texas at Austin

- Kenneth Zantow 1999**
Assistant Professor
1975 B.A., Southern Illinois University
1993 M.B.A., Pittsburg State University
1999 Ph.D., University of Arkansas (expected completion)
Management

- Maosen Zhong 1999**
Assistant Professor
1995 B.A., Zhongshan University, China
1997 M.B.A., Louisiana Tech University
1999 D.B.A. (Expected) Louisiana Tech University
Finance

Business Technology Department

Mary Sullivan, M.A., Chair

- Beatriz Castillo 1984**
Assistant Professor
1976 A.A., Texas Southmost College
1980 B.B.A., 1984 M.Ed., Pan American University
Business Technology

- James Defenbach 1996**
Senior Lecturer
1949 B.S., 1955 M.S., University of Idaho
Accounting Technology

- Irma Saenz Jones 1977**
Associate Professor
1974 A.A., Texas Southmost College
1977 B.S., 1980 M.B.A., Texas Woman's University
1986 M.S., Corpus Christi State University
1996 Ed.D., University of Houston
Business Technology

- Marvin G. Lovett 1988**
Associate Professor
1978 A.A., Southwest Community College
1981 B.S., 1982 M.B.A., Northwest Missouri State University
1997 Ed.D., University of Houston
International Business Management

- Angela Kaye Monroe 1998**
Lecturer
1994 B.S., Fairmont State College
Business Technology Department

- Sharon Smith 1973**
Assistant Professor
1967 B.S., 1969 M.A., Northern Arizona University
1998 M.P.A., Texas A&M-Kingsville
Accounting Technology

- Mary M. Sullivan 1971**
Associate Professor
1966 B.A., 1969 M.A., Stephen F. Austin State University
Business Technology

School of Education

Sylvia C. Peka, Ed.D., Dean

Curriculum and Instruction Department

Paule Parson, Interim Chair

- Iliana Alanís 1999**
Assistant Professor
1989 BBA, University of Texas at Austin
1995 M.Ed., University of Texas Pan American
1998 Ph.D., University of Texas at Austin
Elementary Teacher Education

- Javier Ayala 1991**
Associate Professor
1972 B.A., Pan American University
1977 M.Ed., Pan American University
Ph.D., University of Wisconsin-Madison
Reading
- Doris (Lynn) Ballenger 1996**
Specialist
1976 B.S., East Texas State University
1978 M.Ed., East Texas State University
Curriculum and Instruction
- Gayle L. Brogdon 1978**
Associate Professor
1965 B.S., East Texas State University
1966 M.Ed., East Texas State University
1972 Ed.D., North Texas State University
Kinesiology
- Leo A. Coronado 1979**
Associate Professor
1969 B.S., Pan American University
1975 M.Ed., 1979 Ph.D., University of Texas at Austin
Curriculum and Instruction
- Jane Davick Fry 1999**
Assistant Professor
1979 B.A., Florida Atlantic University
1982 M.Ed., Nova Southeastern University
1996 Ed.D., Florida International University
Reading
- Jaime Garcia 1998**
Assistant Professor
1980 B.A., San Jose State University
1990 M.Ed., University of Texas Austin
1991 Ph.D., University of Georgia
Curriculum & Instruction
- Dianne Layton Johnson 1977**
Professor
1967 B.S., Sam Houston State University
1971 M. Ed., Sam Houston State University
1993 Ed.D., University of Houston
Reading
- Paula Parson, 1985**
Associate Professor
1966 B.A., Central Washington University
1982 M.Ed., Pan American University
1992 Ph.D., University of Texas at Austin
Reading
- Reynaldo Ramirez 1996**
Assistant Professor
1973 B.S., Pan American University
1986 M.S., Pan American University
1996 Ed.D., University of Houston
Secondary Science Education
- Raymond J. Rodrigues**
Professor
A.B., M.Ed., Rutgers University
Ph.D., University of New Mexico
Education
- Renee Rubin 1998**
Lecturer
1976 B.J., University of Missouri
1986 M.A., New Mexico State University
Reading
- Cheryl Strauser 1998**
Lecturer
1989 B.A., Mansfield University
1997 M.Ed., University of Texas at Brownsville
Reading
- James Telese 1995**
Assistant Professor
1982 B.S., Texas A&M University
1989 M.S., Corpus Christi State University
1994 Ph.D., Texas A&M University
Secondary Education
- Rene Torres 1979**
Assistant Professor
1971 B.S., Pan American University
1975 M.Ed., Pan American University
Secondary Education
- School Specialties Department**
Charles Comeaux, Ed.D., Chair
- Cindy L. Bradford 1997**
Associate Professor
1972 B.A., Baylor University
1976 M.Ed., University of North Texas
1987 Ph.D., University of North Texas
Educational Administration
- Charles Comeaux 1988**
Professor
1960 B.S., Louisiana State University
1964 M.Ed., Louisiana State University
1969 Ed.D., University of Arizona
College Management Program, Carnegie Mellon University
Counseling and Guidance
- Joseph R. Corbell 1998**
Lecturer
1982 B.S., University of Texas Pan American
1997 M.Ed., University of Texas at Brownsville
Educational Technology
- Mary Grace Curtis 1994**
Assistant Professor
1979 B.S., Southern Illinois University
1980 M.A., Southern Illinois University
1993 Ph.D., University of Illinois
Special Education
- Georgianna Marie Duarte 1994**
Associate Professor
1980 B.A., Georgia State University
1982 M.A., Edinoboro State University
1986 Ph.D., Pennsylvania State University
Early Childhood, Curriculum and Instruction
- Veronica Galvan-Carlan 1999**
Senior Lecturer
1975 B.S., University of Texas at Pan American
1980 M.Ed., University of Texas at Pan American
Early Childhood Education
- Peter B. Gawenda 1983**
Professor
1974 B.S., University of Maryland
1977 M.S., Troy State University
1960 Certificate Interpreter (II) FRG
1978 Diploma, Fuehrungsakademie, Hamburg
1986 Ed.D., University of Houston
Interdisciplinary Studies, Educational Administration and Research
- Ralph M. Hausman 1997**
Professor
1962 B.A., 1963 M.A., University of Texas, Austin
1967 M.Ed., University of Hawaii, Honolulu
1972 Ph.D., G. Peabody College, Nashville
1985-87 Certificate, University of Texas, Permian Basin
Special Education
- Walter R. Howard 1993**
Associate Professor
1951 B.A., University of Texas at Austin
1958 M.Ed., University of Texas at Austin
1971 Ph.D., University of Texas at Austin
Educational Administration
- Elva G. Laurel 1993**
Associate Professor
1969 B.S., Pan American University
1973 M.A., Incarnate Word College
1986 Ph.D., University of Texas at Austin
Education

Alma G. Leal 1988

Associate Professor

1973 B.S., Pan American University
1974 M.Ed., Pan American University
1980 Ed.D., East Texas State University

Counseling and Guidance

Sylvia C. Peña 1996

Professor

1963 B.A., Texas A&I University
1970 M.A., 1976 Ed.D., University of Houston

Curriculum and Instruction

Elva C. Perez 1993

Associate Professor

1976 B.S., Corpus Christi State University
1981 M.S., University of Houston
1990 Ed.D., Texas A&I University

Elementary Bilingual Education

Olivia Rivas 1979

Professor

1970 B.A., 1974 M.Ed., Pan American University
1978 Ed.D., East Texas State University

Counseling and Guidance

Hugo Rodriguez 1978

Professor

1963 B.B.A., University of Texas at Austin
1967 M.P.A., University of Missouri at Kansas City
1975 Ph.D., University of Texas at Austin

Curriculum and Instruction

Graciela P. Rosenberg 1981

Professor

1970 B.A., Goddard College
1972 M.A., Middlebury College
1976 M.A., University of Vermont
1981 Ed.D., Texas A&I University

Bilingual Education

Gordon Stein 1996

Senior Lecturer

1949 B.A., University of Kansas
1971 M.Ed., University of Wisconsin-Green Bay
1976 Ph.D., Fielding Institute-Santa Barbara

Counseling and Guidance

Michael J. Sullivan 1996

Assistant Professor

1973 B.A., University of San Francisco
1975 M.Ed., University of Texas-El Paso
1993 Ph.D., University of Texas-Austin

Educational Technology

Andres N. Vallado 1992

Associate Professor

1961 B.S., University of Corpus Christi
1964 M.A., Texas A&I University
1975 Ed.D., University of Houston

Educational Administration

Child Care and Development Program

Mary Howard, Program Director

Mary E. Howard 1993

Director Raul J. Guerra Early Childhood Center

1955 B.S., Stephen F. Austin University
1971 M.Ed., University of Texas at Austin

Leticia Diaz 1984

Associate Master Technical Instructor

1981 A.A.S., Texas Southmost College
1985 B.S., Corpus Christi State University

Child Care and Development

Kinesiology Department

Zelma D. Mata, Ed.D., Chair

Marcia J. Barrett 1980

Lecturer

1973 B.S., Eastern Michigan University
1977 M.Ed., Pan American University
1982 Ph.D., Neotarian College of Philosophy

Kinesiology

Jack L. Loff 1985

Assistant Professor

1970 B.S., Pan American University
1974 M.Ed., Pan American University
1982 M.S., Pan American University

Kinesiology

Zelma D. Mata 1978

Associate Professor

1977 B.S., Pan American University
1978 M.Ed., Pan American University
1993 Ed.D., University of Houston

Kinesiology

Judith D. Walton 1969

Professor

1965 B.A., University of Northern Iowa
1969 M.A., Texas Woman's University
1985 Ph.D., Michigan State University

Kinesiology

School of Health Sciences

Merlyn L. Dyer, R.N., M.S.N., Dean

Allied Health Department

John L. McCabe, Ph.D., Chair

Shamina Davis, M.T. ASCP 1988

Associate Master Technical Instructor

1981 B.S., Pan American University
1995 M.S., Texas A&M University-Corpus Christi

Medical Laboratory Technology

Manuel Gavito, R.T. ARRT, CMRT 1975

Associate Master Technical Instructor

1988 B.S., Pan American University

Radiologic Technology

John L. McCabe, R.R.T., CPFT 1991

Associate Professor

1979 B.S., 1981 M.A., 1987 Ph.D., University of Iowa

Respiratory Therapy

William McKinney, M.D.

Medical Advisor

B.S., M.D., University of Oklahoma
Board Certified General Radiology

Radiologic Technology

Kim Morris-Garcia, R.R.T., CRTT 1996

Assistant Master Technical Instructor

1996 B.S., Southwest Texas State University

Respiratory Therapy

Luis M. Garcia, M.D.

Medical Director

M.D., Universidad Autonoma de Nuevo Leon

Medical Laboratory Technology

Eusebio Ortiz, R.T., ARRT, CMRT 1993

Assistant Master Technical Instructor

A.A.S., Texas Southmost College
1994 B.S., University of Texas at Brownsville
1997 M.Ed., University of Texas at Brownsville

Radiologic Technology

Lorenzo R. Pelly, M.D.

Medical Director

B.A., Washington University
M.D., University Autonoma Estado de Monterrey

Respiratory Therapy

Salvador Robles, EMT-P 1986
Assistant Master Technical Instructor
1995 A.A.S. Texas Southmost College
Emergency Medical Technology

John A. Wells, M.D.
Medical Director
B.A., University of Texas at Austin
M.D., Texas Tech University School of Medicine
Emergency Medical Technology

Carol Wilhelm, M.T., ASCP, NCA 1990
Associate Master Technical Instructor
1986 B.S., Pan American University
1990 M.S., Texas A&M University-Corpus Christi
Medical Laboratory Technology

David C. Ybarra Sr., R.R.T. CRTT, CPFT, RPFT
Assistant Master Technical Instructor
1984 A.A.S., Texas Southmost College
1994 B.A.A.S., The University of Texas at Brownsville
Respiratory Therapy

Nursing Department

Edna Garza-Escobedo, R.N., Ph.D., Chair

Sara Alvarez, R.N. 1997
Assistant Master Technical Instructor
1967 L.V.N., Valley Baptist Medical Center
1977 A.D.N., Pan American University
Vocational Nursing

Eric Stoerm Anderson, R.N. 1993
Lecturer
1993 A.A.S., University of Texas at Brownsville/Texas Southmost College
1996 B.S.N., University State of New York
1998 M.S.N., University of Phoenix
Associate Degree Nursing

Lydia Barton, R.N. 1983
Associate Professor
1962 B.S.N., Madison College
1979 M.Ed., Pan American University
1989 M.S.N., Corpus Christi State University
Associate Degree Nursing

Sylvia Campbell, R.N. 1995
Assistant Professor
1975 B.S.N., University of Texas at Austin
1994 M.S.N., University of Texas Health Science Center- San Antonio
Associate Degree Nursing

Margie Chavez, R.N. 1994
Assistant Professor
1993 B.S.N., 1993 M.S.N., University of Texas Health Science
Center-San Antonio
Associate Degree Nursing

Paula Cruz, R.N. 1996
Assistant Professor
1961 Diploma, Jefferson Davis School of Nursing
1993 B.S.N., 1996 M.S.N., University of Texas-Pan American
Associate Degree Nursing

Sonia Cunningham, R.N. 1993
Assistant Professor
1974 B.S.N., Herbert Lehman College
1992 M.S., Corpus Christi State University
Associate Degree Nursing

Katherine B. Dougherty, R.N. 1993
Associate Professor
1957 B.S.N., College of Mount St. Vincent
1978 M.S., University of Scranton
1993 M.S.N., University of Texas Health Science Center-San Antonio
1995 Ed.D., University of Houston
Bachelor of Science in Nursing

Marilyn L. Dyer, R.N. 1987
Associate Professor
1954 B.S.N., University of Cincinnati College of Nursing
1959 M.S.N., Ohio State University School of Nursing
Dean, School of Health Sciences

Elizabeth Freeth 1998
Instructor
1974 B.S.N., Trenton State College, N.J.
1998 M.S.N., University of Texas Health Science Center-San Antonio
Associate Degree Nursing

Karen Fuss-Sommer, R.N. 1995
Associate Master Technical Instructor
1981 Diploma, Ryerson Polytec Institute at Toronto
1997 B.Ed., Texas A&M Corpus Christi
Vocational Nursing

Edna Garza-Escobedo, R.N. 1990
Associate Professor
1961 B.S.N., 1973 M.S.N., Texas Woman's University
1992 Ph.D., The Ohio State University
Associate Degree Nursing

Rosalinda Giffard, R.N. 1995
Associate Master Technical Instructor
1978 B.S.N., Far Eastern University
1996 M.S.N., University of Texas Health Science Center-San Antonio
Vocational Nursing

Sharon M. Grudnicki, R.N. 1995
Assistant Professor
1971 A.D.N., Oakland Community College
1981 B.S.N., University of Michigan
1989 M.S.N., University of Texas Health Science Center, Houston
Associate Degree Nursing

Sharon Helsley-McGinley, R.N. 1993
Assistant Professor
1989 B.S.N., University of Texas at Arlington
1992 M.S.N., University of Texas Health Science Center, Houston
Associate Degree Nursing

Joe Lacher, R.N. 1988
Associate Professor
1965 L.P.N., State School of Science
1970 A.D.N., Dickinson State, North Dakota
1984 B.S.N., Pan American University
1988 M.S.N., Corpus Christi State University
Associate Degree Nursing

Norma Lee Loya, R.N. 1999
Assistant Master Technical Instructor
1977 L.V.N., Texas Southmost College
1982 A.D.N., Texas Southmost College
Vocational Nursing

Linda MacDonald, R.N. 1996
Assistant Professor
1973 A.D.N., Illinois Central College
1978 B.A.N., Sangamon State University
1985 M.S., Northern Illinois University
Associate Degree Nursing

Virginia Maldonado, B.S.N., R.N. 1997
Assistant Master Technical Instructor
1979 B.S.N., University of Texas at El Paso
Vocational Nursing

Nancy McGowan, R.N. 1994
Assistant Professor
1975 B.A., Colorado State University
1981 B.S.N., 1992 M.S.N., George Mason University
Associate Degree Nursing

Betty Menard-Chong, CRTT, RRT, RN 1999
Lecturer
1987 A.A.S., Texas Southmost College
1990 Nursing UTB
Health Technology

Ava S. Miller, R.N. 1995
Associate Professor
1967 Diploma, Providence Hospital School of Nursing
1973 B.A., Oakland University
1984 M.Ed., Pan American University
1995 M.N. University of Phoenix
1997 Ed.D., University of Houston
Bachelor of Science in Nursing

Nora Montalvo-Liendo, R.N. 1999

Lecturer

1993 Associate Degree Nursing

Health Technology

Mahandran Rajasuriar, R.R.T. 1996

Lecturer

1987 A.A.S., Texas Southmost College

1996 B.S., Texas A&M-Corpus Christi

Health Technology

Anne Rentfro, R.N. 1990

Associate Professor

1974 B.S.N., University of Rochester

1982 M.S.N., University of Texas at Austin

Bachelor of Science in Nursing

Sally Roach, R.N. 1990

Associate Professor

1979 A.A.S., 1986 B.S.N., Pan American University

1993 M.S.N., University of Texas Health Science Center-San Antonio

Bachelor of Science in Nursing

Gloria Spencer, B.S.N., R.N. 1994

Associate Master Technical Instructor

1972 L.V.N., Texas Southmost College

1975 A.D.N., Galveston College

1985 B.S.N., University of Texas Pan American

Vocational Nursing

Janet Williams, B.S.N., R.N. 1998

Lecturer

1975 A.D.N., Methodist Medical Center School of Nursing

1991 B.S.N., University of Texas Pan American

Vocational Nursing

Librarians

Douglas Ferrier

Library Director

B.A., University of Texas at Austin

M.A., University of Texas at Arlington

M.L.S., University of North Texas

Gordon Grant

Librarian

B.A., University of South Florida

A.M.L.S., University of Michigan

Ph.D., Texas A&M University

Luisa Serna

Librarian

B.A., M.L.I.S., University of Illinois

M.Ed., Mid-management Certificate, University of Texas at Brownsville

Mark Williams

Librarian

B.A., Wichita State University

M.L.I.S., University of Texas at Austin

Counselors

Hilda Silva, L.P.C.

Director of Counseling

B.S., M.Ed., Pan American University

Bebe K. Crooks

Counselor

B.A., M.A., Texas A&I University

Candace Fetzer

Counselor

B.S.C.J., University of Texas at San Antonio

M.Ed., University of Texas - Pan American

Andreina Galván

Counselor

B.S., M.Ed., Pan American University

Thelma Gonzalez-Sullivan

Counselor

B.A., University of Texas at Austin

M.A., Texas A&M University - Kingsville

Mike Nava

Counselor

B.S., Universidad de Monterrey, Mexico

M.Ed., University of Houston

Cindy Rodriguez

Counselor

B.S.W., University of Texas Pan American

M.Ed., University of Texas at Brownsville

Steve Wilder

Counselor

B.A., Kalamazoo College

M.S., National-Louis University

M.Ed., University of Texas at Brownsville

Continuing Education Programs

Advance Placement/Elderhostel/Kids' College

Manuel Torres, Director

Criminal Justice Institute

Terry Vinson, Interim Program Director

The Language Institute

Linda Forse, Program Director

Continuing Education

Mark Sorensen, Interim Director

APPENDIX

APPENDIX – OFFICIAL POLICY STATEMENTS

AIDS, HIV and Hepatitis B Infection

UTB and TSC recognize Acquired Immune Deficiency Syndrome (AIDS), Human Immunodeficiency Virus (HIV) and Hepatitis B Virus (HBV) as serious public health threats and is committed to encouraging an informed and educated response to issues and questions concerning AIDS, HIV and HBV. In furtherance to its commitment, UTB and TSC have adopted a policy and procedural steps to protect both the rights and well-being of those students, employees and patients who may be infected with HIV or HBV as well as to prevent the spread of infection. No individual with HIV or HBV infection will be discriminated against in employment, admission to academic programs, health benefits, or access to facilities. Students with HIV or HBV infection may attend all classes without restriction, as long as they are physically and mentally able to participate and perform assigned work and pose no health risks to others. All information regarding the medical status of UTB and TSC faculty, staff, and students is confidential.

A complete copy of the "AIDS, HIV and Hepatitis B Infection" policy can be found in the institutional Handbook of Operating Procedures available in the Dean's office of each school, college and division, the library and most UTB/TSC departments. This policy is applicable to all students of UTB and TSC as they pursue their academic and clinical endeavors. Several brochures are available to all students on request by calling Student Health Services at 544-8951.

Family Educational Rights and Privacy Act (FERPA)

The Family Educational Rights and Privacy Act (FERPA), 20 U.S §1232g, and the Texas Public Information Act, Texas Government Code §552.001 et. seq., are respectively a federal and state law that provide for the review and disclosure of student educational records. In accordance with these laws the University has adopted the following policy. Individuals are informed of their rights under these laws through this policy which is included in the University Handbook of Operating Procedures and Catalog. The catalog will be made available for inspection through the Vice President of Student Affairs office and HOOPs are available in the Library and most administrative offices.

UTB/TSC will not permit access to or the release of personally identifiable information contained in student education records without the written consent of the student to any party, excepts as follows:

1. To appropriate UTB/TSC officials who require access to educational records in order to perform their legitimate educational duties;
2. To officials of other schools in which the student seeks or intends to enroll, upon request of these officials, and upon the condition that the student be notified and receive a copy of the record if desired;

3. To federal, state, or local officials or agencies authorized by law;
4. In connection with a student's application for, or receipt of, financial aid;
5. To accrediting organizations or organizations conducting educational studies, provided that these organizations do not release personally identifiable data and destroy such data when it is no longer needed for the purpose it was obtained;
6. To the parents of a dependent student as defined in §152 of the Internal Revenue Code of 1954, provided a reasonable effort is made to notify the student in advance;
7. In compliance with a judicial order or subpoena, provided a reasonable effort is made to notify the student in advance unless such subpoena specifically directs the institution not to disclose the existence of a subpoena;
8. In an emergency situation if the information is necessary to protect the health or safety of the students of other persons; or
9. To an alleged victim of any crime of violence, the results of the alleged perpetrator's disciplinary proceeding may be released.

The University will release information in student education records to appropriate University officials as indicated in (1) above when such records are needed by administrators, faculty or staff in furtherance of the educational or business purposes of the student or University.

A record of requests for disclosure and such disclosure of personally identifiable information from student education records shall be maintained by the Enrollment Office for each student and will also be made available for inspection pursuant to this policy. If the institution discovers that a third party who has received student records from the institution has released or failed to destroy such records in violation of this policy, it will prohibit access to educational records for five years. Respective records no longer subject to audit nor presently under request for access may be purged according to regular schedules.

Directory Information

At its discretion, UTB/TSC may release directory information which shall include:

1. name, address, telephone number
2. date and place of birth
3. major field of study
4. participation in officially recognized activities and sports
5. dates of attendance
6. most recent previous educational institutions attended
7. classification
8. degrees and awards received
9. date of graduation
10. physical factors (height and weight) of athletes
11. e-mail addresses
12. photographs

Students may withhold directory information by notifying the Office of Enrollment in writing each semester during the first 12 days of class of a fall or spring semester, the first four class days of a summer semester, or the first three days of any quarter. Request for nondisclosure will be honored by the institution for only the

current enrollment period, therefore, a request to withhold directory information must be filed each semester or term in the Office of Enrollment.

Access to Files

Upon written request, UTB/TSC shall provide a student with access to his/her educational records. The Vice President for Business Affairs at Tandy Hall has been designated by the institution to coordinate the inspection and review procedures for student education records, which include admissions files, academic files, and financial files. Students wishing to review their education records must make written requests to the Vice President for Business Affairs listing the item or items of interest. Education records covered by the Act will be made available within 45 days of the request.

A list of education records and those officials responsible for the records shall be maintained at the Enrollment Office. They include:

Academic Records

- Enrollment Office (Admissions/Registrar): Director of Enrollment
- Department and Faculty Offices
- Student Service Records
- Counseling Office: Director of Counseling
- Student Activities Office: Director of Student Activities
- Student Affairs: Vice President for Student Affairs
- Testing: Director of Testing
- Financial Records
- Business Office: Vice President of Business Affairs
- Financial Aid Office: Director of Financial Aid

Educational records do not include:

1. financial records of the student's parent or guardian,
2. confidential letters of recommendation which were placed in the educational records of a student prior to January 1, 1975,
3. records of instructional, administrative and educational personnel which are kept in the sole possession of the maker and are not accessible or revealed to any other individual except a temporary substitute for maker,
4. records of law enforcement units,
5. employment records related exclusively to an individual's employment capacity,
6. medical and psychological records,
7. thesis or research papers, or
8. records that only contain information about an individual after the individual is no longer a student at the institution.

Challenge to Record

Students may challenge the accuracy of their educational records. Students who believe that their education records contain information that is inaccurate or misleading, or is otherwise in violation of their privacy or other rights may discuss their problems informally with the V.P. for Student Affairs. If the decisions are in agreement with the student's request, the appropriate records will be amended. If not, the student will be notified within a reasonable period of time that the records will not be amended, and they will be informed by the V.P. for Student Affairs of their right to a formal hearing.

Student requests for a formal hearing must be made in writing to the Vice President for Student Affairs who, within a reasonable period of time after receiving such requests, will inform students of the date, place and the time of the hearing. Students may present evidence relevant to the issues raised and may be assisted or represented at the hearings by one or more persons of their choice, including attorneys, at the student's expense. The hearing officer that will adjudicate such challenges will be appointed by the V.P. for Student Affairs in nonacademic matters and by the V.P. for Academic Affairs in academic matters.

Decisions of the hearing officer will be final, will be based solely on the evidence presented at the hearing, will consist of the written statements summarizing the evidence and stating the reasons for the decisions, and will be delivered to all parties concerned.

The education records will be corrected or amended in accordance with the decision of the hearing officer, if the decision is in favor of the student. If the decision is unsatisfactory to the student, the student may place with the education records statements commenting to the information in the records or statements setting forth any reasons for disagreeing with the decision of the hearing officer, or both.

The statements will be placed in the education records, maintained as part of the student's records, and released whenever the records in question are disclosed.

Students who believe that the adjudications of their challenges were unfair or not in keeping with the provisions of the act may request in writing, assistance from the President of the institution.

Change of Address and Change of Name

Students are responsible for providing accurate and current mailing address information and legal name changes to the Graduate Office and the Enrollment Office.

Complaints

Complaints regarding alleged failures to comply with the provisions of the FERPA may be submitted in writing to the Family Policy Compliance Office, U.S. Department of Education, 400 Maryland Avenue SW, Washington, D 20202-4605.

Copies

Students may have copies of their educational records and this policy. These copies will be made at the student's expense at rates authorized in the Texas Open Records Act except that official transcripts will be \$1.00. Official copies of academic records or transcripts will not be released for students who have a delinquent financial obligation or financial "hold" at UTB/TSC.

Hazing Policy

Hazing in state educational institutions is prohibited by both state law (§51.936 and 37.151 et seq, *Texas Education Code*) and by the Regent's Rules and Regulations (Part One, Chapter VI, Section 3.28). Individuals or organizations engaging in hazing could be subject to fines and charged with criminal offenses. Additionally, the law does not affect or in any way restrict the right of the University to enforce its own rules against hazing.

Individuals

A person commits an offense if the person:

1. engages in hazing,
2. solicits, encourages, directs, aids or attempts to aid another engaging in hazing,
3. recklessly permits hazing to occur, or
4. has firsthand knowledge of the planning of a specific hazing incident involving a student in an educational institution, or has firsthand knowledge that a specific hazing incident has occurred, and knowingly fails to report that knowledge in writing to the Vice President for Student Affairs or other appropriate official of the institution.

Organizations

An organization commits an offense if the organization condones or encourages hazing or if an officer of any combination of members, pledges, or alumni of the organization commits or assists in the commission of hazing.

Definition

The term "hazing" is broadly defined by statute to mean any intentional, knowing, or reckless act, occurring on or off the campus of an educational institution, by one person alone or acting with others, directed against a student, that endangers the mental or physical health of safety of a student for the purpose of pledging, being initiated into, affiliating with, holding office in, or maintaining membership in an organization. Hazing includes, but is not limited to:

- a. Any type of physical brutality, such as whipping, beating, striking, branding, electronic shocking, placing of a harmful substance on the body, or similar activity,
- b. any type of physical activity, such as sleep deprivation, exposure to the elements, confinement in a small space, calisthenics, or other activity that subjects the student to an unreasonable risk of harm or that adversely affects the mental or physical health or safety of the student,
- c. any activity involving consumption of a food, liquid, alcoholic beverage, liquor, drug, or other substance which subjects the student to an unreasonable risk of harm or which adversely affects the mental or physical health or safety of the student,
- d. any activity that intimidates or threatens the student with ostracism, that subjects the student to extreme mental stress, shame, or humiliation, or that adversely affects the mental health or dignity of the student or discourages the student from entering or remaining registered in an educational institution, or that may reasonably be expected to cause a student to leave the organization or the institution rather than submit to acts described in this subdivision; and
- e. Any activity that induces, causes, or requires the student to perform a duty or task which involves a violation of the Penal Code. The fact that a person consented to or acquiesced in a hazing activity is not a defense to prosecution.

Immunity

In an effort to encourage reporting of hazing incidents, the law grants immunity from civil or criminal liability to any person who

reports a specific hazing event in good faith and without malice to the Vice President for Student Affairs or other appropriate official of the institution and immunizes that person for participation in any judicial proceeding resulting from that report. Additionally, a doctor or other medical practitioner who treats a student who may have been subjected to hazing may make a good faith report of the suspected hazing activities to police or other law enforcement officials and is immune from civil or other liability that might otherwise be imposed or incurred as a result of the report. The penalty for failure to report is a fine of up to \$1,000, up to 180 days in jail, or both. Penalties for other hazing offenses vary according to the severity of the injury which results and include fines from \$500 to \$10,000 and/or confinement for up to two years.

Immunization Requirements

The following immunizations are required for all students enrolled in health related courses which will involve direct patient contact or who come in contact with human biological fluids or tissue. Students for whom these immunizations are not required by the institution are strongly urged to obtain these immunizations for their own protection.

- Measles: proof of two doses of measles vaccine administered on or after the first birthday and at least 30 days apart or proof of immunity.
- Mumps: proof of one dose of mumps vaccine administered on or after the first birthday or proof of immunity.
- Rubella: proof of one dose administered on or after the first birthday or proof of immunity.
- Tetanus/diphtheria: proof of one "booster" dose of tetanus/diphtheria (within 10 years).
- Hepatitis B virus (HBV): proof of serologic immunity to HBV or certification of immunization with a complete series of Hepatitis B vaccine.

Certain exemptions are allowed from immunization requirement, students should contact the Office of the Vice President for Student Affairs for information. Inquiries concerning supplemental immunization requirements should be directed to Student Health Services.

Illicit Drug Use and Alcohol Abuse Program and Policy

In compliance with the Drug Free Schools and Communities Act Amendment of 1989, Part One, Chapter VI, §3.21 of the Regents' Rules and Regulations provides for disciplinary action against any student who engages in conduct that is prohibited by state, federal, or local law. This includes those laws prohibiting the use, possession, or distribution of drugs and alcohol.

UTB and TSC will impose at least a minimum disciplinary penalty of suspension for a specified period of time or suspension of rights and privileges, or both, for conduct related to the use, possession, or distribution of drugs that are prohibited by state, federal, or local law. Other penalties that may be imposed for conduct related to the unlawful use, possession, or distribution of drugs or alcohol include disciplinary probation, payment for damage to or misappropriation of property, suspension of rights and privileges,

suspension for a specified period of time, expulsion, or such other penalty as may be deemed appropriate under the circumstances.

Information is distributed to each student annually concerning standards of conduct prohibiting unlawful possession, use, or distribution of illicit drugs and alcohol, health risks associated with their use and abuse, institutional penalties, state and federal criminal penalties, and counseling and rehabilitation programs available in the area. Additional information is also available in the Student Health Services Office.

Sexual Harassment Policy

UTB/TSC is committed to provide a professional working and learning environment free from sexual harassment. Sexual harassment has been declared a form of sex discrimination under Title VII of the Civil Rights Act of 1964, and Title IX of the Civil Rights Act of 1972 and the Texas Commission on Human Rights Act.

UTB/TSC maintains a strict policy prohibiting unlawful harassment of any kind including sexual harassment. Any person who engages in such conduct will be subject to disciplinary action, including termination.

Sexual Harassment

The unwelcome sexual advances, requests for sexual favors, verbal and written comments, or physical conduct of a sexual nature that may constitute sexual harassment when such conduct:

- is made, either explicitly or implicitly, a term or condition of instruction, employment, participation in a university activity, or
- is used to be a basis for evaluation in making academic or personnel decisions affecting an individual, or
- creates an intimidating, hostile, or offensive university environment.

In addition to the above definition, sexual harassment may include and is not limited to the following:

- Unwelcome sexual flirtations, advances or propositions.
- Verbal remarks of a sexual nature (whether directed to an individual or a group, including sexually explicit or offensive jokes.
- Graphic or degrading verbal or written comments of a sexual nature about an individual or the individual's appearance.
- Suggestive or unwelcome physical contact.
- Physical assault.

Sexual harassment is not limited by gender of either party, nor by superior-subordinate relationships. This policy is applicable to all employees, faculty and students of UTB/TSC.

All sexual harassment complaints are filed with the Office of the Vice President for Business Affairs, located at Tandy Hall #109. The office will forward such complaint if it is of an informal nature to the appropriate person. Procedures for filing complaints are found in the *Handbook of Operating Procedures*, §3.3, page 2 of 6.

Consensual Relationships

Consensual relationships that result in Sexual Harassment is found in the *HOOP*, §3.5, page 1 of 2, which prohibits such relationships between faculty or staff members in positions of authority with their subordinates or their students.

Reporting inappropriate consensual relationships that contain elements of sexual harassment are reported to the EEO Officer. Consensual relationships not resulting in sexual harassment involving students are reported to the Vice President of Student Affairs.

Sexual Offense

Sexual offense is found in the *HOOP*, §3.6, page 1 of 5, and may be found at the Library. This section applies to complaints of sexual assault by any member of the UTB/TSC community against any other member, including students, staff members, and faculty. Complaints involving sexual assault that are not of a sexual harassment nature are reported to Campus Police, the Brownsville Police Department, or the Office of the Vice President for Student Affairs. Services such as pre-complaint counseling are available for students in the Counseling and Guidance Center.

Review

This policy shall be reviewed annually by the Vice President for Business Affairs/EEO/AA.

Religious Holy Days

The institution will allow a student who is absent from classes for the observance of a religious holy day to take an examination or complete an assignment scheduled for that day within a reasonable time after the absence if, not later than the 15th day after the first day of the semester, the student notifies the instructor of each class the student has scheduled on that date that the student will be absent for a religious holy day. "Religious holy day" means a holy day observed by a religion whose places of worship are exempt from property taxation under § 11.20, Tax Code.

The student's notification must be in writing and must be delivered by the student personally to the instructor of each class, with receipt of the notification acknowledged and dated by the instructor or by certified mail, return receipt requested, addressed to the instructor of each class.

Solicitation Policy

Part One, Chapter VI, §6.6 of the *Regents' Rules and Regulations* states that no solicitation shall be conducted on the grounds, sidewalks, or streets of the UTB/TSC campus, except by the agents, servants, or employees of this institution acting in the course and scope of their employment, or by the Student Government Association, or by a registered student, faculty, or staff organization of UTB/TSC. Such solicitation must adhere to the following rules:

- Academic or institutional programs being carried on in the buildings shall not be disturbed or interfered with.
- The free and unimpeded flow of pedestrian or vehicular traffic on sidewalks and streets and at places of ingress and egress to and from campus buildings shall not be interrupted.
- The person(s) being solicited shall not be harassed, embarrassed or intimidated.

Non-University groups, individuals or associations are not permitted to solicit, distribute, or circulate any petition, handbill, or other literature in University buildings or on the grounds.

Newspaper vending is permitted only in the areas designated in advance by the President or his delegate. Any request for other

newspapers or additional distribution areas should be directed in writing to the Vice President for Business Affairs.

Prior authorization to conduct solicitations or distribution of materials on campus by registered student organizations or by registered faculty or staff organizations must be obtained through the Office of the Vice President for Student Affairs (student organizations) or through the Office of the Vice President for Business Affairs (faculty or staff organizations). Persons desiring to conduct solicitations or to distribute materials strictly for personal reasons or for personal profit or gain will under no circumstances be granted permission to do so.

Any violation of the above policy should be reported to the Office of the Vice President for Business Affairs.

Student Right-to-Know Act and Campus Security Act

In compliance with the Student Right-to-Know and Campus Security Act (the Act) 20 U.S Sections 1092 (a), (e) and (f), as amended, the university collects specified information on campus crime statistics, campus security policies, and institutional completion or graduation rates. Pursuant to the federal law, alleged victims of violent crime are entitled to know results of campus student disciplinary proceedings concerning the alleged perpetrators.

The university will make timely reports to the campus community on crimes considered to be a threat to students and employees and those reported to campus police or local police agencies. Every September, UTB/TSC will publish and distribute an annual report of campus security policies and crime statistics to all current students and employees, provide copies of the report to applicants for enrollment or employment upon request, and submit a copy of the report to the Secretary of Education upon request. This report will reference crimes which occur on property owned or controlled by the university and may be supplemented by listing crimes which occur off of campus in buildings or on property owned or controlled by student organizations that are registered by the institution when such statistics are available from local police departments.

The university will annually calculate and disclose Institutional completion or graduation rates for undergraduate students to all prospective and current students.

UTB/TSC will also publish the annual security report which includes its policy regarding sex-related offenses, sexual assault prevention programs, education programs to promote awareness of sex offenses, administrative disciplinary procedures and sanctions for offenders, and counseling and student affairs for victims.

Prior to the offer of athletically-related student aid to a potential student athlete, the university will provide certain information on graduation rates specified by the Act to the prospective student and to the student's parents, guidance counselor, and coach.

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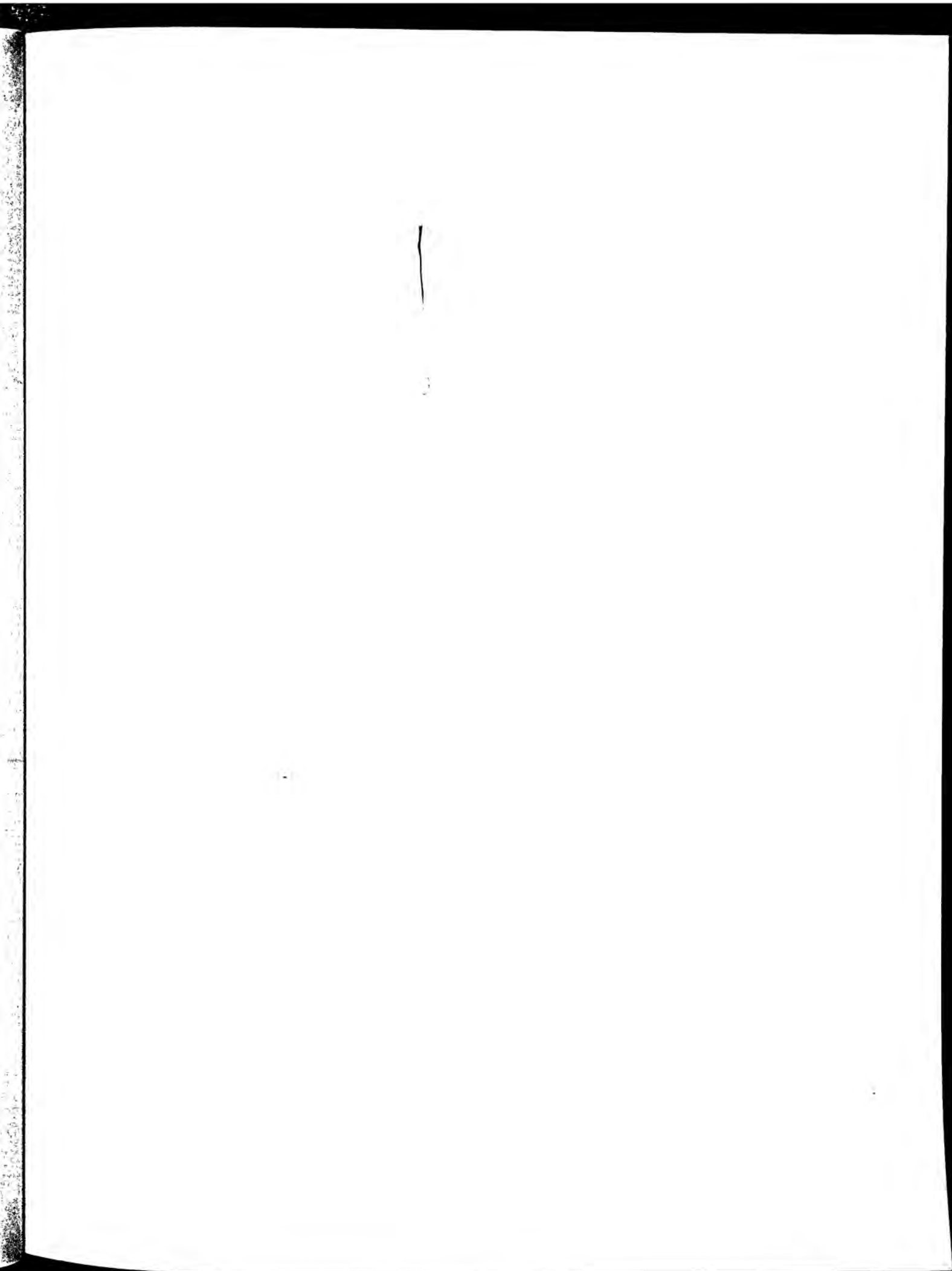
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Admissions & Registration

Admissions Policy

TSC maintains an "open door" admissions policy, but admission does not imply admission to all programs. Admission to some TSC programs and UTB undergraduate and graduate programs have specific requirements. Information about these programs is available at the Academic Advising Center in Tandy Hall #214 and at the Office of Graduate Studies and Sponsored Programs at the Champion Hall.

Admission Requirements

Anyone meeting one of the following conditions may be admitted:

1. **By High School Graduation.** A copy of the official high school transcript showing the date of graduation must be submitted to the Enrollment Office prior to registration.

2. **By Examination.** Applicants who did not graduate from high school may be admitted by successfully completing the General Education Development Testing Program (GED). A copy of the Certificate of High School Equivalency with test scores must be submitted to the Enrollment Office prior to registration.

3. **By Individual Approval.** People who do not qualify for admission under either of the above conditions may be admitted if they are at least 18 years of age. Applicants must submit two letters of reference using the forms provided by the Enrollment Office. People admitted on Individual Approval will be under academic probation for the initial enrollment period (semester).

4. **By Transfer from Another College.** Students who have attended other colleges must submit official transcripts from each institution prior to registration.

** Veterans applying for benefits must provide a transcript since credit for previous education must be verified.

5. **By a Fresh Start.** An applicant for admission may seek to enter this institution pursuant to the state's "academic fresh start" statute, Texas Education Code, §51.931. If the applicant informs the Enrollment Office in writing of his or her election under the statute, the institution will not consider academic course credits or grades earned by the applicant 10 or more years prior to the starting date of the semester in which the applicant seeks to enroll. An applicant who makes the election to apply under this statute may not receive any course credits for courses taken 10 or more years prior to enrollment. An applicant who has earned a baccalaureate degree under the "academic fresh start" statute, Texas Education Code, §51.927, will be evaluated on the grade point average of the course of work completed after enrollment under "fresh start" and the other criteria stated herein.

6. **By Concurrent/Dual Enrollment.** Students who have completed their junior year of high school may, upon recommendation of their high school principal, be permitted to enroll. The Request for Concurrent Enrollment Form is available at the Enrollment Office. Concurrently enrolled students receive college credit only. Dual enrolled students receive high school and college credit. Students must pass all sections of the exit-level TAAS before they can attempt the official TASP test, including alternative tests. Students who are interested in concurrent enrollment must have met the TASP requirement.

7. **Adult and Continuing Education.** People who register within this category will not be required to submit academic or residency documentation until they attempt to enroll for credit courses.

8. **By Audit Enrollment is Offered** offered on a space available basis for auditing some courses. Interested people should contact the Enrollment Office.

All documents submitted become property of UTB/TSC.

The University Plan

The University Plan is a program where entering freshman at UTB-Brownsville will benefit from:

- Specialized course selection
- Collaborative studies through cohort placement
- Additional scholarship opportunities
- Field work in diverse settings and student exchange opportunities
- Early focus on career track

Students are admitted to UTB/TSC, then admitted to The University Plan programs in Business, Education, Engineering Technology and Music under the following admission criteria:

• **Business:** To be admitted, students in the top 50% of their graduating classes must submit official SAT or ACT scores. Students who have successfully completed the General Education Development Testing Program (GED) and those who graduated in the bottom 50% of their graduating classes must have an official SAT score of 860 or an ACT Composite score of 18.

• **Education:** Admission requires that students pass the Reading and Writing portion of the TASP test. Math test scores must be on file. For more information about Education, call 983-7219.

• **Engineering:** Admission to the Bachelor of Science in Engineering Technology (B.S.E.T.) program at UTB requires advanced placement in Mathematics, Science and Language. Entering students are expected to start in Calculus and college-level Chemistry and Physics courses. High school graduating class placement, scores on ACT, SAT and TASP will be used to determine eligibility for this unique program. It is expected that students will have graduated in the top 20% of their high school graduating class and will have had high grades in pre-calculus and calculus classes in high school. For more information about Engineering Technology, call 574-6639.

• **Music:** Admission requires that students pass the reading and writing portion of the TASP test, a department audition, and a Music Theory Placement Test. For more information about Music, call 544-8247.

Admissions/Registration Checklist

Admission Deadlines

Spring Semester - December 15 • Summer Session I - May 1 •
Summer Session II - June 1 • Fall Semester - August 1

Note: If the first day of the month falls on a weekend or holiday, the deadline is then moved to the next working day.

Step 1 - Admissions • Enrollment Office • Tandy 105 •
544-8254

— Application for Admissions to Undergraduate School

— All new, returning, and transfer students must complete an application for admissions.

— Transcripts/GED/Letters of Reference

— High School: Official transcripts showing the graduation date must be mailed directly by the high school to the Enrollment Office. Students who have not graduated may send an incomplete transcript with their application, but must send a final transcript upon graduation.

— GED: Students receiving their GED must bring a copy of their test scores with their application for admission.

— Letters of Reference: Students who have not graduated from high school, completed their GED, or attended any other college but are at least 18 years of age may apply under Individual Approval by submitting two letters of reference. Forms are available in the Enrollment office.

— Proof of Residency

A copy of one of the following must be included with the application:

— Permanent Texas Driver's License/ID card

— Lease Agreement

- ___ Texas Voter Registration card
- ___ Utility Bill
- ___ Texas High School or College transcript
- ___ Employer's Statement (indicating date of employment)
- ___ Property Tax Statement or Receipt
- ___ Canceled Check/Bank Statement

Note: All residency documents must include the student's name and address and must be dated 12 months prior to registration. This includes former students who have been out of UTB/TSC for more than a year.

For tuition status classification, see the UTB/TSC catalog or current course schedule under Tuition & Fees.

* If you are a Naturalized Citizen or Legal Resident Alien, please bring your certificate or card with you.

- ___ Endowment Earnings Transcript
Endowment earnings transcripts for participating high school students must be mailed directly by the high school to the Financial Aid office.

- ___ Concurrent Enrollment/Dual Enrollment
Applicants currently enrolled in high school must obtain approval from their high school principal and one parent to enroll in UTB/TSC while concurrently attending high school. Concurrent enrollment forms are available in the Enrollment office. The Texas Higher Education Coordinating Board states that any applicant who seeks concurrent enrollment and who fails any area of either the TAAS or a local placement test (assessment) may not be allowed to register for college-level course(s). High school students who take and fail one or more portions of a test approved for TASP purposes are not allowed to take subsequent college-level work related to the failed portions of the test while still in high school. Students interested in using their endowment credits should refer to the above instructions on "Endowment Earnings Transcript." Documents received by the Enrollment Office become the property of UTB/TSC and cannot be returned to students. Concurrent enrollment students receive college credit only. Dual enrollment students receive high school and college credit.

Step 2 - Testing • Testing Office • Tandy 216 •

544-8875

- ___ TASP
Students who do not have three credit hours prior to Fall 1989 must take the Texas Academic Skills Program (TASP) test or be TASP exempt (see page 37). Students who have taken TASP must have the official scores sent to the University.

- ___ Advising
Students must attend group advising in order to obtain assessment test results or TASP score evaluations. Current, returning/continuing and transfer students, or students who have taken TASP, should set up an appointment to speak with an advisor regarding declaration of major and academic concerns.

Step 3 - Preview/Orientation • New Student Relations • Tandy 205 • 544-8860

- ___ Freshman Orientation
All freshman must attend a required orientation session. After receiving advice from academic advisors, students will be assigned to the first available session. Assessment scores are required for entrance. During Orientation, students will receive an overview of UTB/TSC and information about the registration process, programs of study, support services available to them, and traditions of UTB/TSC.

International Students Only

- ___ Student Visas
All international students must complete an application to obtain an I-20 A-B form/certificate of eligibility for nonimmigrant (F-1) student status from the closest U.S. Embassy or American Consulate. This procedure must be completed after receiving a letter of acceptance from UTB/TSC. Students should contact the Enrollment office for more information.

- ___ Health Insurance
Effective Fall 1994, international students enrolled at UTB/TSC holding nonimmigrant visas and living in the United States are required to carry health insurance and must be cleared by the international student advisor before registration. For more information, please contact the international student advisor in the Counseling Center at 544-8292, extension 7092.

Determining Student Residency

Upper Division and UTB University Plan

Under the state statutes and regulations, an upper-division student, UTB University Plan student, or prospective student is classified as a resident of Texas, a nonresident, or a foreign student.

* A *resident* is an individual who is either a U.S. citizen, national naturalized citizen or permanent resident alien or an alien who has been permitted by Congress to adopt the United States as his or her domicile while in the United States and who has otherwise met the state requirements for establishing residency for tuition purposes.

* A *nonresident* is a citizen, national naturalized citizen or permanent resident of the U.S. or an alien who has been permitted by Congress to adopt the U.S. as his or her domicile while in this country and who has not met the State's requirement for establishing residency for tuition purposes. While these state requirements for establishing residency are complex and should be referred to in each particular circumstance, they generally require a minimum of 12 months residence in Texas prior to enrollment.

* A *foreign student* is an alien who is not a permanent resident of the U.S. or has not been permitted by Congress to adopt the U.S. as his or her domicile. An individual classified as a foreign student may qualify, under certain exemptions specified in rules set forth by the Texas Higher Education Coordinating Board, for resident tuition rates and other charges while continuing to be classified as a nonresident or a foreign student. Information on residency, reclassification, tuition exceptions and waivers is available at the Enrollment and/or Financial Aid offices.

Lower Division

* *Residents/In-District* are residents of the taxing district of Texas Southmost College, which includes Brownsville, Port Isabel, South Padre Island, Laguna Vista, Bayview, Los Fresnos, Olmito, Rancho Viejo, and routes 3, 5, 6, 7, 8 and 9 in San Benito pay in-district tuition rates. Individuals who are domiciled in the United States and own property in the district subject to ad valorem taxation, and their dependents, are also charged the in-district rate.

* *Residents/Out-of-District* are residents who do not reside in the taxing district described above.

Evidence of ownership of such property shall be a current certificate of payment provided by the Cameron County, Texas, Tax-Assessor Collector. It must be submitted with the application for admission and will be retained. This evidence must be resubmitted annually.

Dependents of property owners must submit a copy of the prior year's income tax form listing the student as a dependent.

An international student, for example a student on a F-1 or J-1 visa, who is not permitted to establish domicile in the U.S. does not qualify for the in-district tuition rate. This provision only extends to students who enroll in lower division courses and does not extend to upper division or graduate level courses. For more information, contact the Enrollment Office.

The following visa holders are eligible to establish a domicile in the United States and have the same privilege of qualifying for Texas residency as U.S. citizens:

- A-1 • G-2 • K
- A-2 • G-30 • P-1
- G-1 • G-4 • Valid I-551 or I-688

(Invalid or not acceptable are I-688-A or I-688-B)

Note: In order for these card holders to be quoted in-state tuition, card holders must establish residency.

Student Responsibilities

Oath of residency. §54.0521, *Texas Education Code*, provides for an oath of residency. The student is responsible for registering under the proper residence classification and for providing documentation as required by the public institution of higher education. If there is any question as to right to classification as a resident of Texas, it is the student's obligation, prior to or at the time of enrollment, to raise the question with the administrative officials of the institution in which he or she is enrolling for official determination. Students classified as Texas residents must affirm the correctness of that classification as part of the admission procedure. If the student's classification as a resident becomes inappropriate for any reason, it is the responsibility of the student to notify the proper administrative officials at the institution. Failure to notify the institution constitutes a violation of the oath of residency and may result in disciplinary action and/or other penalties.

Reclassification as a nonresident. People who have been classified as residents of Texas will be reclassified as nonresident students whenever they report, or there is found to exist, circumstances indicating a change in legal residence to another state. If students who have been classified as residents of Texas are found to have been erroneously classified, those students will be classified as nonresidents and will be required to pay the difference between resident and nonresident fees for those semesters in which they were erroneously classified.

Reclassification as a resident. People classified as nonresidents of Texas upon first enrollment are presumed to be nonresidents while they continue as students. The presumption may be overcome only upon timely application and presentation of the required evidence which must include evidence unequivocally indicative of a fixed intention to reside permanently in the state. If students have been erroneously classified as nonresident students and subsequently prove to the satisfaction of the appropriate officials of an institution of higher education that they should have been classified as resident students, they will be classified as residents of Texas and will be entitled to a refund of the difference between the resident and nonresident fees for the semesters in which they were erroneously classified. Normally, the refund must be requested and substantiated during the current term. Supporting documentation for reclassification must be submitted to the Enrollment Office prior to the official record date. The Enrollment Office will make the final determination on residency status. After residing in Texas for at least 12 months, a nonresident may be reclassified as a resident student as provided in the rules and regulations adopted by the Coordinating Board, Texas College and University System. Any individual reclassified as a resident student is entitled to pay the tuition fee for a resident of Texas at any subsequent registration as long as he continues to maintain his legal residence in Texas.

Registration Requirements

1. Clear Admissions. See Admissions/Registration checklist, page 8.
2. Clear Outstanding Financial Balances. No debts may be outstanding with UTB/TSC.
3. Take TASP/Assessment. After completing the assessment, applicants must meet with an academic advisor.
4. Receive Advising. All new students are required to receive academic advising. For more information visit the Academic Advising Center at Tandy Hall #214 or call 983-7362.
5. Attend Orientation. All new students are required to attend an Orientation session. For more information, visit the New Student Relations Office at Tandy Hall #105 or call 544-8860.
6. Students seeking information on UT telecampus distance education registration should contact their academic advisor or visit the UT telecampus web site at www.telecampus.utssystem.edu.

Attention International Students

All international students must comply with all of the above mentioned admission requirements.

International students must present immigration documentation to the Enrollment Office prior to registration. For more information, contact the International Counselor at Tandy Hall #205 or call 544-8292.

All international students will be automatically charged for health insurance in addition to the tuition and fees every semester approved by the UT System Health Insurance Plan. This charge may not be paid in installments. Mexican Nationals are exempt from this requirement excluding those on J-1 visa. A waiver for this fee may be obtained by providing proof of an acceptable alternate insurance to the Student Health Services Director, located at Cavalry Hall. Proof of insurance must include identification card with insurer's name, policy coverage with effective and expiration dates, including coverage of at least \$100,000 in medical benefits. It must be in English. If the required medical evacuation and repatriation coverage are not included, these may be purchased at the Business Office, Tandy Hall #108, for a \$35.00 annual fee. For information contact the International Student Counselor at Tandy Hall #205.

U.S. residents who wish to purchase health insurance may contact the Student Health Services Director at Cavalry Hall for more information.

Registration Blocks

Block Type	Contact, Phone, Location
Suspension	Academic Advising Center, 983-7362, Tandy #214
Admissions	Enrollment Office, 544-8254, Tandy #105
Foreign Student	International Counselor, 983-7092, Tandy #205
TASP	Academic Advising Center, 983-7362, Tandy #214
Graduate Status	Enrollment Office, 544-8254, Tandy #105
Departmental Approval	Department Office
Undergraduate Course Load	Dean of School/College
Graduate Course Load	Graduate Studies, 548-6552, Champion Hall
Financial Holds & Bars	Business Office, 544-8202, Tandy #107

Examples of outstanding financial holds and bars balances that will prevent a student from registering for a semester:

- Balance on Installment Plan
- Balance on Emergency Loan
- Balance on Student Account
- Balance on Financial Aid Repayment
- Parking Citation
- Library Fines

For all other registration block questions, contact the Academic Advising Center at Tandy Hall #214 or call 983-7362.

Readmission of Former Students

Former students of UTB or TSC are required to file a readmission application if they have not been enrolled during the previous semester.

Former students must submit transcripts from all colleges attended since the last enrollment. Students who have earned less than a 2.0 (4.0=A) average over all work completed since attending or who left their last institution on probation may be readmitted on probation. Students who are not eligible to return immediately to any former institution(s) must meet with the Admissions Committee. Appointments may be scheduled at the Counseling Center.

Admission of International Students

International students applying for admissions to undergraduate studies must apply for an I-20 A-B Form and must comply with the following:

- Submit an application for admission, Tandy Hall #105.

- Submit official transcripts for high school and/or college work previously completed whether taken in a foreign country or in the United States. (Foreign transcripts must be officially translated into English and evaluated when necessary.) Information on these services is available at the Enrollment Office, Tandy Hall #105, and with the International student counselor, Tandy Hall #205.

- Request form I-20 AB from the Enrollment Office, Tandy Hall #105.

To obtain this form you must present the following:

- Affidavit of financial support as evidence of ability to bear academic and living expenses while studying in this country.
- Official documentation proving the above, with bank statements or letters from sponsoring government or company.
- A degree plan program of study that may be obtained with from the International student counselor Academic Advising Center, Tandy Hall #205.

The I-20 must be presented along with a valid passport and copy of affidavit of financial support to the nearest American Embassy or consulate in order to obtain a student (F-1) visa.

Visa and I-20 will be processed at the U.S. Port of Entry.

Copies of these documents must be presented to the Enrollment Office at Tandy Hall #105 prior to registration.

- International students holding non-immigrant visas will be automatically charged for comprehensive health insurance every semester at the time of registration. The cost of the insurance is in the amount of the premium approved by the U.T. System health insurance plan. This charge may not be paid in installments. Mexican nationals, except those on J-1 visas, are exempt from this requirement.

- A waiver may be obtained by providing proof of an acceptable alternate insurance to the Health services Director. Proof of insurance must include identification card with insurer's name and policy coverage with effective and expiration dates including coverage of at least \$100,000.00 in medical benefits. It must be in English. If the required medical evacuation and repatriation coverage is not included, these may be purchased separately at the Business Office, Tandy Hall #108, for \$35.00 (annual fee). This is a one-time charge per academic year. For information contact the international student counselor, Tandy Hall #205.

- U.S. residents who wish to purchase health insurance may contact the Student Health Services director for more information.

- International students holding other types of visas may attend full or part time without obtaining an I-20 AB form or changing to student visa. For more information regarding types of visas, contact the Enrollment Office at Tandy Hall #105 or the International Student Counselor at Tandy Hall #205.

- Effective Fall 1998, TASP scores or an alternative test score must be submitted to the Enrollment Office, Tandy Hall #205.

- Undergraduate students whose native language is not English will be assessed for basic skills using an institutional test. Performance on the test will indicate course level to the enrolled in.

- All incoming students must attend Freshmen Orientation. Students can sign up at the New Student Relations Office, Tandy Hall #205.

- After completing the enrollment process, students must go to the Advisement Center, Tandy Hall #214, to schedule an advising session.

For admissions procedures and required tests for Graduate Studies consult the office of Graduate Studies and Sponsored Programs at the Library #201.

Admission for Non-Degree Students

Students who do not intend to seek a degree or complete a program are asked to contact the Enrollment Office about a special admissions policy for undergraduate or graduate courses.

Recommended College Preparatory Program for High School Students

Core Curriculum: College Preparation

Core Curriculum	Credits	Courses
English Language Arts	4	English I-IV
Mathematics	2	Algebra I and Geometry
Science	2	Courses to be selected from State Board of Education-approved courses, excluding applied and introductory courses. Appropriate courses include Physical Science, Biology I and II, Chemistry I and II, Physics I and II
Social Studies	4	United States History (1) United States Government (0.5) World History Studies (1) World Geography (1) Economics (0.5)
Foreign Language	3	Levels I-III proficiency of the same language
Health	0.5	0.5 credit minimum
Fine Arts	0.5	0.5 credit minimum
Physical Education	0.5	0.5 credits
Computer Science	0-1	Demonstrated proficiency at Level I
Total	18.5	

Additional Course Work Required for College Preparation Program

19 TAC Chapter 75 Courses College Preparation Program

English/Language Arts	College Board Advanced Placement English Literature and Literature and Composition could be substituted for English IV
Mathematics	2 additional credits including Algebra II and Precalculus (or Trigonometry and either Elementary Analysis or Analytic Geometry).
Science	One additional credit from Physical Science, Biology I and II, Chemistry I and II, or Physics I and II.
Fine Arts	1/2 credits
Specialty	N/A
Electives	2.5
Total	24.5

Additional Course Work Required for the Technical Preparation (Tech-Prep) Program

19 TAC Chapter 75 Courses Tech-Prep Preparation Program

English/Language Arts	Substitutions for English IV as required for a specific Tech-Prep program (e.g. Research/Technical Writing, Business Communications, Introduction to Speech Communications, Public Speaking)
Mathematics	A minimum of one additional credit as required by a specific Tech-Prep program, or Algebra II, Precalculus, Trigonometry, Elementary Analysis, Analytic Geometry, or advanced Mathematics for Business. An additional (4th) math credit may be required.

Science	A minimum of one additional credit may be required for a specific Tech-Prep program.
Fine Arts Specialty	As appropriate. A specified coherent sequence of technology courses required for a specific Tech-Prep program.
Electives	As appropriate.
Total	24.5

Transfer of Credit Policy

Regular undergraduate academic credit may be transferred from another institution if:

- the credit was earned at an accredited institution;
- the nature, content, and level of the courses for which credit is sought are comparable to courses offered by UTB and TSC; and
- the courses for which credit is sought are appropriate and applicable to programs offered by UTB and TSC.

Transfer credits accepted for admission purposes may not be applicable for degree purposes. Catalog descriptions and other materials from the institution at which the credit was earned will be used to determine if transfer credit will be applicable for degree purposes. In the case of post-secondary work from foreign institutions, *The Country Index*, published by the International Education Research Foundation, Inc., will be used to determine if transfer credit will be applicable for admissions or degree purposes. There is no limit on the amount number of hours credited on acceptable transfer courses.

Courses that do not transfer include:

1. Pre-college courses such as remedial reading, developmental reading, speed reading, remedial science and orientation.
2. Drill or skill courses such as filing methods and vocational or technical training courses such as shop courses, welding, carpentry, plumbing and masonry. (There will be limited exceptions to this rule in the case of the Bachelor of Applied Arts and Sciences Degree.)
3. Terminal courses offered at many community colleges that are not intended for transfer to senior colleges. Examples of such courses are auto mechanics, machine shop, electricity, data processing, and welding. (There will be limited exceptions to this rule in the case of the Bachelor of Applied Arts and Sciences degree.)
4. Doctrinal courses in religion. Courses in religion of a historical or literary nature (but non-doctrinal) are transferable up to a maximum of 12 semester hours of lower-division credit.

No credit will normally be given for "life experience." There will be limited exceptions to this rule in the case of the Bachelor of Applied Arts and Sciences degree when this credit has been validated and placed on the transcript by an accredited community college or technical institution.

Resolution of Transfer Disputes for Lower Division Courses

The following procedures (as outlined in the Texas Higher Education Coordinating Board rule Chapter 5, Subchapter A, §5.393) shall be followed by public institutions of higher education in resolving disputes involving transfer of TSC lower-division courses.

- If a public institution of higher education does not accept course credit earned by a student at another institution of higher education, the receiving institution shall give written notice to the student and the other institution that transfer of the course credit is denied. A receiving institution shall also provide written notice of the reasons for denying credit for a particular course or set of courses at the request of the sending institution.

- A student who receives notice as specified above may dispute the denial of credit by contacting a designated official at either the sending or receiving institution.
- The two institutions and the student shall attempt to resolve the transfer of the course credit in accordance with the Texas Higher Education Coordinating Board rules and/or guidelines.
- If the transfer dispute is not resolved to the satisfaction of the student or the sending institution within 45 days after the date the student received written notice of the denial, the institution that denies the course credit for transfer shall notify the Commissioner of the Texas Higher Education Coordinating Board of its denial and the reasons for the denial.

The Commissioner of Higher Education or the Commissioner's designee shall make the final determination about a dispute concerning the transfer of course credit and give written notice of the determination to the involved student and institutions.

Questions concerning the evaluation of transfer credit should be referred to the Enrollment Office.

UTB/TSC students who have difficulty having the UTB/TSC credit accepted at other Texas public institutions should contact the Director of Enrollment at UTB/TSC for initiation of the transfer dispute resolution process.

Change of Address

A student's current mailing and permanent address must be correctly listed on records. Any change in the mailing address should be promptly reported to the Enrollment Office. Students will not be excused from penalties on grounds of not receiving communications if the new address was not reported.

Change of Name

Records of students' names are based upon the application for admission. Subsequent changes of name should be promptly reported to the Enrollment Office.

Students wishing to change their name on their permanent academic records must present the appropriate documentation. To correct spelling or proper sequence of a name, students must present copies of their birth certificate. To change to a new legal name, students must present the proper name change form and a copy of the signed court order showing the authorized new legal name. To assume a husband's name, students must present the proper name change form and a copy of the marriage certificate. Female students who wish to discontinue the use of a married name and resume the use of a maiden name, or another name, must present a divorce decree or signed court order showing court restoration of the maiden, or other name. Former students (not currently enrolled) may change a legal name to a new legal name by following the above procedure.

Copies

Students may have copies of their educational records. These copies will be made at the student's expense at rates authorized in the *Texas Public Information Act* except that official transcripts will be \$1.00. Official copies of academic records or transcripts will not be released for students who have a delinquent financial obligation or financial "hold" at UTB/TSC.

Tuition & Fees

Financial Responsibility

Returning Students

Prior to registering for a semester, students are required to pay or clear any outstanding financial balances with the University by contacting the Business Office. These are some examples of outstanding financial balances that will prevent a student from registering for a semester.

- Balance on Installment
- Balance on Emergency Loan
- Balance on Student Account
- Balance on Financial Aid Repayment
- Parking Citation
- Library Fines
- A student will be able to register 24 hours after paying/clearing any outstanding debt with UTB/TSC.

For all Students

Failure to pay any amount owed within the allotted time can result in the withholding of registration privileges, official transcripts, grades, degrees, and other penalties and actions allowed by Law.

Students are expected to pay for tuition and fees within the specified payment period. Refer to page 13 for additional information. Students are not entitled to enter classrooms or laboratories until payment for tuition and fees has been made or a payment option has been selected by the student. All tuition and fees payments must be received at the Business Office before the payment deadline date.

Types of payments accepted at the Business Office:

- Cash, Personal Checks (include ID#), Money Order (include ID#), Credit Card Checks (include ID#)
- VISA and Master Card only.

For your convenience, a check payment drop box is located next to the Business Office at Tandy #107. All payments must be received before the deadline or your registration will be canceled. Payments received after the deadline will be returned to the sender. Note: Students who owe \$75.00 or more for tuition and fees will have their registration voided or canceled for non-payment. Students who owe less than \$75.00 are obligated to pay the amount owed for their original registration. If the student adds a course/s and decides not to attend class, it is the student's Responsibility to drop the course/s.

Make checks payable to: The University of Texas at Brownsville or UTB

Mail checks to:

The University of Texas at Brownsville and Texas Southmost College
Business Office
P.O. Box 3640
Brownsville, TX 78520-3640

When a check is returned by the bank for whatever reason, a \$25.00 non-refundable returned check service charge is assessed. The student is given ten days from the date of notice to make full payment by cash, money order, or cashier's check. Once the student has had returned checks, we reserve the right to refuse any personal checks from the student for future payments. Returned checks that are not paid will be submitted for collections. Students will be liable for any court costs and attorney fees.

For your convenience, VISA and Master Card payment information may be faxed to the Business Office at (956) 983-7981, but it must be received before the payment deadline. It is the student's or cardholder's responsibility to verify that sufficient balance is available in the account to process payment. The following is the information required in order to process payment. Forms are available at the Business Office for this information.

- Student's name, Student's ID#, Type of credit card, Credit #, Expiration Date, Printed name of credit card holder, Signature of credit card holder and Student's telephone number.

Classification of Students for Assessing of Tuition Rates

- Students enrolled in TSC courses (i.e., course numbers beginning with either 0,1 or 2) will be assessed TSC Lower Division tuition rates. The residency status of a student determines the rate that is charged for tuition. See the tuition and fee tables on page 19 for additional information.
- Students enrolled in UTB courses (i.e., course numbers beginning with either 3 or 4) will be assessed UTB Upper Division tuition rates. The residency status of a student determines the rate that is charged for tuition. See the tuition and fee tables on page 16 for additional information.
- Students enrolled in University Plan courses (i.e., course name ends with a "U") will be assessed UTB Upper Division tuition rates. The residency status of a student determines the rate that is charged for tuition. See the tuition and fee tables on page 16 for additional information.
- Students may take both TSC courses and UTB courses and Graduate courses and this would be a concurrently enrolled student. In this case, total tuition and fees will be determined by state regulations applying to concurrent enrollment. Any concurrent enrollment amount adjustments will be manually calculated and entered by the Business Office.
- International Students should follow the Non-Resident Tuition Rate.

Tuition and Fee Exemptions

The Texas Legislature has provided a tuition and fee exemption, excluding general property deposit and student services fees, provided under §54.204 and §54.205 of the Texas Education Code.

To obtain the exemption, an approved application must be on file with the Financial Aid Office six weeks prior to registration. Tuition and fee Exemptions are granted for the following categories of students:

- Children of Texas veterans
- Children of disabled Texas firefighters and peace officer
- Firefighters enrolled in fire Science courses
- Foster children
- Children of prisoners of war or people missing in action
- General fee
- ROTC students
- AFDC students
- Blind and deaf students

The following tuition and fee Exemptions require approval of The University of Texas System Board of Regents:

- Accredited School Scholarship (permissive)
- Fully Funded Courses (permissive)
- Good Neighbor Scholarship (permissive)
- Senior citizen (permissive)

This information is provided in summary form. For more information, contact the Financial Aid Office at Tandy Hall #206 and/or refer to the Texas Education Code, §54.201, et seq.

Options Available for Payment of Tuition and Fees

Payment by Installment

The Installment payment plan is only available during the Fall and Spring semesters. The Installment plan is only for tuition and fees.

Who Qualifies?

To qualify a person must:

- Be a current student at UTB/TSC
- Be free of any outstanding financial balance with UTB/TSC
- Have no form of financial aid including any scholarship programs
- Be registered for a minimum of six credit hours or more
- Pay a non-refundable fee of \$22.50 for the installment plan (\$7.50 per installment)
- Fill-out and sign installment plan promissory note in order to complete process

How does it work?

Once the student is qualified for an Installment plan then the student is required to pay for one-half (50%) of their tuition and fees and the other one-half will be equally divided in to two payments due at a later date. For example: Tuition and Fees are \$800.00, under installment initial payment will be 50% or \$400.00 plus \$22.50 fee and total initial payment is \$422.50. The other half of tuition and fees is divided equally \$200.00 and \$200.00 which are due at a later date.

For the 1999 Fall semester, the second installment payment is due on or before September 29, 1999 and the final payment is due on or before November 3, 1999. Once the student selects the installment plan and then student drops below the required six credit hours then the balance of tuition and fees must be paid in full. Once the student selects the installment plan, it will not be increased during the add/drop period.

Late payments on installment

For any late payments on installments, there is a five-day grace period after which a non-refundable late payment charge of \$5.00 will be assessed in addition to the installment payment due.

If the second installment payment is not made until the final payment is due and if it is after the five-day grace period then a non-refundable reinstatement charge of \$25.00 will be assessed in addition to the installment payment due. In this instance, a student would be charge a total of \$35.00 in addition to the installment payment due.

Failure to Pay Installment Plan

Students who fail to fully pay tuition and fees, including any late charges, when the payments are due are subject to one or more of the following actions at the University's option:

- Prevent from readmission to the institution
- Withholding of grades, degrees and official transcripts
- All penalties and actions authorized by law

Note: Payment by Installment policy is subject to change without notice or obligation in keeping with the policies and actions of The University of Texas System Board of Regents and in conforming with the Laws of the State of Texas.

Emergency Loan Information

- Emergency loans WILL be available during the registration until funds are depleted.
- To qualify, you MUST pay all previous outstanding debts owed to the University (i.e. student balances, parking citations, library fees).
- A \$15.00 non-refundable processing fee will be added to your loan.
- After tuition and fees are paid, emergency loans WILL NOT be adjusted to accommodate added courses.
- A student's line of credit CAN NOT be increased during add/drop period.

- Students are allowed only one emergency loan per semester.
- Students are obligated to pay the tuition and fees covered by the signed promissory note.
- A \$15.00 late payment fee will be assessed within each 30 days that the payment is late.
- For additional information, please contact the Business Office at (956) 544-8202 or (956) 544-8251.
- Failure to sign your promissory note and receive your statement of charges WILL result in your registration being canceled.

Tuition Adjustments for Concurrent Enrollment

Tuition for students registering concurrently at two Texas public institutions of higher education is as follows:

- Students shall pay the full tuition charge, at least equal to the minimum, to the first institution at which they are registered.
- Generally, only the hourly rate will be paid at the second institution. However, if the minimum amount is less at the first institution, then students must pay the difference between the two minimums to the second institution, but not less than the hourly rate. Any concurrent enrollment amount adjustments will be manually calculated and entered by the Business Office.

UTB Upper Division and UTB Undergraduate

Residency Classifications

Under state statutes, and under rules and regulations of the Texas Higher Education Coordinating Board, prospective UTB undergraduate students are classified as residents of Texas, nonresidents, or foreign students.

Resident students are defined as students under 18 whose families have lived in Texas for 12 months prior to registration, or students 18 or over who have lived in Texas for 12 months prior to registration.

Residents are individuals who are either U.S. citizens, national or permanent resident aliens or aliens who have been permitted by Congress to adopt the United States as their domicile while in the United States and who have otherwise met the state requirements for establishing residency for tuition purposes.

Nonresidents are citizens, national or permanent residents of the U.S. or an alien who have been permitted by Congress to adopt the United States as their domicile while in the country and who have not met the state's requirements for establishing residency for tuition purposes. While these state requirements for establishing residency are complex and should be referred to in each particular circumstance, they gradually require a minimum of 12 months residence in Texas prior to enrollment.

Foreign students are aliens who are not permanent residents of the U.S. or have not been permitted by Congress to adopt the U.S. as their domicile. An individual classified as a nonresident or foreign student may qualify, under certain exceptions specified in these rules, for resident tuition rates and other charges while continuing to be classified as a nonresident or a foreign student. Information on residency, reclassification, tuition exceptions and waivers is available at the Enrollment Office and/or Financial Aid Office.

(Tuition and fees are subject to change as laws and conditions may necessitate.)

Tuition Waivers Based on Residency – UTB Undergraduate Residents of Mexico

State law allows students who are citizens of Mexico and who can document financial need to pay the same tuition as residents of the State of Texas when enrolling. To be eligible for this waiver, such students must complete all admission and registration requirements. Financial aid application deadlines for the Mexican National Tuition Waiver are July 1 for the Fall semester, November for the Spring semester and April 1 for the Summer sessions. Interested students should visit the Financial Aid Office, Tandy Hall #206, or call 544-8277.

Note: Students qualifying for tuition waivers continue to be classified as nonresident or foreign for residency purposes.

Tuition and Required Fees

Required Upper Division registration fees for residents of Texas for each semester include the following:

- Tuition/Resident Students: The greater of \$38.00 per semester credit hour or \$120.00 per regular semester/\$60.00 per summer session.
- Tuition/Non-Resident Students: \$254 per semester credit hour.
- Student Services Fee: \$9.10 per semester credit hour up to a maximum of \$150.00 per regular semester.
- Computer Access/Use Fee: \$5.00 per semester credit hour.
- Records Fee: \$5.00 per student per semester.
- Designated Tuition Fee: \$18.00 per semester credit hour.
- Automated Services Fee: \$10.00 per student per semester.
- Student Union Fee: \$34.35 per semester.

For example, by reading from the Tuition and Fee Table, an Upper Division student who is a resident of Texas and who enrolls for 12 semester credit hours in a Fall or Spring semester would pay \$890.55 of tuition and mandatory fees. The table does not include required laboratory fees or individual instruction fees, which are listed with course descriptions. Tuition and fees are subject to change without notice or obligation in keeping with the policies and actions of the Board of Regents and in conforming to the Laws of the State of Texas.

Deposits

General Property Deposit \$10.00

All students must make a General Property Deposit to help offset the cost of property loss or damage. Applications for refunds will be processed at the Business Office. Any deposit, which remains unclaimed for four years from the date of last attendance, will be forfeited. Money will remain on account until such time as the student graduates or officially withdraws from UTB/TSC. The General Property Deposit may not be paid in installments.

Fees

Add/Drop Fee \$5.00

This fee, charged per course per semester, is assessed to defray the costs of adding and dropping courses during the add/drop periods.

Alternative TASP Remediation Fee \$75.00

Students are assessed this fee to defray costs associated with remediating students who fail the TASP exam in particular areas but do not need course-based remediation.

Auditing Fee: \$50.00

If auditing a course is permitted by the instructor, this non-refundable fee will be charged per class audited.

Distance Learning Fee

Web-based/interactive video fee for UTB/TSC based course

..... \$10.00 per semester credit hour

Web-based/interactive video fee for UT-Telecampus based course

..... \$25.00 per semester credit hour

This non-refundable fee is charged to defray costs associated with distance learning infrastructure (hardware, software, network, and human services), costs of course content maintenance and courseware development.

Emergency Loan Late Payment Fee

..... \$15.00 within each 30 days payment is late.

Freshman Orientation Fee (first time freshman) . . \$10.00

Foreign Insurance Fee per semester \$175.00

(Fee subject to change without notice)

Graduation Fee \$25.00

This non-refundable fee is charged for certificates and degrees to defray costs for processing applications for commencement, music, graduation speaker, postage, diplomas, and other expenses associated with graduation. Students participating in the Commencement ceremony are required to purchase the proper regalia from the Bookstore. No students will be permitted to participate in Commencement without the proper regalia. Students wishing to transfer their application for graduation to another period will be required to pay an additional fee of \$5.00.

Laboratory Fee

See Laboratory Fees for more information

Late Payment Charges: \$5.00

See Payment by Installment for more information

Late Registration Fee \$5.00

Library Fees

Overdue items – Fees vary according to time the item is overdue .

Lost items – Fees vary according to original or replacement costs of item plus a \$10.00 service fee.

Damaged items – Fees vary according to the extent of the damaged and cost of repair or replacement.

Replacement of Student I.D. card \$5.00 per card

Off-Campus Fee, per course \$15.00

Reinstatement Charge: \$25.00

See Payment by Installment for more information

Returned Check Charge: \$25.00

This non-refundable charge will be assessed to students for each returned check. (See Financial Responsibility.) UTB/TSC may refuse to accept checks from students who have previously had a check returned for insufficient funds or other reasons.

Student Liability Insurance Fee per Academic year \$18.13

(Fee subject to change without notice)

Tuition Installment Incidental Charge: \$7.50

See Payment by Installment for more information.

Testing Fees (are subject to change without notice)

GRE \$ 96.00

GMAT \$150.00

TOEFL \$100.00

Vehicle Registration and Operation Permit: \$20.00

Students, whether full-time or part-time, who will operate a motor vehicle in the campus area must register the vehicle with the Campus Police Office. This fee is non-refundable after the first class day. A permit to be

placed on the vehicle indicating the permit number will be provided. Fees will be assessed as follows:

- Parking Classifications:**
 Faculty, Staff, Students (annual fee) \$60.00
 Disabled students No charge*
- Replacement Permit Fee:** 1.00
- Enforcement Fees:**
 General Parking Violations* 10.00
 No Permit* 25.00
 Firelane, Disabled, Grass Area, etc.* 35.00
 Immobilizer Charge* 10.00
 Late Payment Charge (60 days)* 25.00

* No parking permit fees are charged for permanently disabled persons or disabled veterans as defined by Articles 6675a-5e and 6675a-5e.1 of Vernon's Texas Civil Statutes.

Laboratory Fees & Course Fees

ARTS (courses listed below) \$20.00

- 3321 Advanced Painting 4331 Adv Comp Imaging
 4337 Internship In Art Studio 3323 Advanced Drawing
 4333 Graphic Design 4391 Studio Art
 3371 Advanced Ceramics 4336 Visual Thinking & Images

BIO (lab courses listed below) \$15.00

- 3408 Plant Morphology 3409 Ecology
 3412 Cell Biology 3414 Invertebrate Zoology
 4309 Herpetology 4402 Marine Zoology
 4404 Ichthyology 4410 Marine Botany
 4414 Plant Taxonomy 4420 Plant Anatomy
 4199/4299/4399 Research Problems in Biology
 4330 Integrative Biology/Middle School
 4331 Integrative Biology/High School
 4450 Ornithology

CHEM (lab courses listed below) \$15.00

- 3103 Biochem Lab 3105 Analytical Lab
 3110 Physical Lab I 3112 Physical Lab II
 3303 Biochemistry I 3403 Biochemistry
 4105 Inst Math Lab 4320 Chem Problems

COSC (lab courses listed below) \$15.00
 3337 Systems Analysis

CRIJ 4401 Practicum Field Exp \$25.00

EDCI (courses listed below) \$12.50

- 4310 Directed Teaching - ESL
 4311 Directed Teaching - Elementary
 4312 Directed Teaching - Early Childhood
 4398 Student Teaching - Secondary

EDCI (courses listed below) \$25.00

- 4611 Directed Teaching - Elementary
 4641 Student Teaching - Secondary

GEOL \$8.00

MUAP (Applied Music courses) \$65.00

MUSI (Lab courses listed below) \$15.00

- 3308 Music History 3309 Music Hist II

PHYS (Lab courses listed below) \$8.00

- 3201 Advanced Physics Lab I 3202 Advanced Physics Lab II
 3400 Modern Physics 3410 Optics
 3430 Electronic for Scientists 4200 Undergrad. Research Projects

SPED (courses listed below) \$12.50
 4313 Directed Teaching - Generic Special Education

Tuition and Fees Tables

Resident (In-District or Out-of-District)

Semester Credit Hours	Tuition \$18/hr. max \$120	Student Serv. Fee \$9.10, max \$90	Computer Fee \$5.00/hr	Records Fee \$5.00	Designated Tuition Fee \$18.00/hr	Automated Fee \$10.00	Student Union Fee \$34.35	Total
1	\$120.00	\$9.10	\$5.00	\$5.00	\$18.00	\$10.00	\$34.35	\$201.45
2	120.00	18.20	10.00	5.00	36.00	10.00	34.35	233.55
3	120.00	27.30	15.00	5.00	54.00	10.00	34.35	265.65
4	152.00	36.40	20.00	5.00	72.00	10.00	34.35	329.75
5	190.00	45.50	25.00	5.00	90.00	10.00	34.35	399.85
6	228.00	54.60	30.00	5.00	108.00	10.00	34.35	469.95
7	266.00	63.70	35.00	5.00	126.00	10.00	34.35	540.05
8	304.00	72.80	40.00	5.00	144.00	10.00	34.35	610.15
9	342.00	81.90	45.00	5.00	162.00	10.00	34.35	680.25
10	380.00	91.00	50.00	5.00	180.00	10.00	34.35	750.35
11	418.00	100.10	55.00	5.00	198.00	10.00	34.35	820.45
12	456.00	109.20	60.00	5.00	216.00	10.00	34.35	890.55
13	494.00	118.30	65.00	5.00	234.00	10.00	34.35	960.65
14	532.00	127.40	70.00	5.00	252.00	10.00	34.35	1030.75
15	570.00	136.50	75.00	5.00	270.00	10.00	34.35	1,100.85
16	608.00	150.00	80.00	5.00	288.00	10.00	34.35	1,175.35
17	646.00	150.00	85.00	5.00	306.00	10.00	34.35	1,236.35
18	684.00	150.00	90.00	5.00	324.00	10.00	34.35	1,297.35

For each regular semester, a student may enroll for no more than 18 semester credit hours. Enrollment in more than 18 semester credit hours in a regular semester requires authorization by the appropriate Dean.

For each additional hour add \$61.00

Non-Resident (Foreign or Out-of-State)

Semester Credit Hours	Tuition \$254.00/hr	Student Serv. Fee \$9.10, max \$90	Computer Fee \$5.00/hr	Records Fee \$5.00	Designated Tuition Fee \$18.00/hr	Automated Fee \$10.00	Student Union Fee \$34.35	Total
1	\$254.00	\$9.10	\$5.00	\$5.00	\$18.00	\$10.00	\$34.35	\$335.45
2	508.00	18.20	10.00	5.00	36.00	10.00	34.35	621.55
3	762.00	27.30	15.00	5.00	54.00	10.00	34.35	907.65
4	1,016.00	36.40	20.00	5.00	72.00	10.00	34.35	1,193.75
5	1,270.00	45.50	25.00	5.00	90.00	10.00	34.35	1,479.85
6	1,524.00	54.60	30.00	5.00	108.00	10.00	34.35	1,765.95
7	1,778.00	63.70	35.00	5.00	126.00	10.00	34.35	2,052.05
8	2,032.00	72.80	40.00	5.00	144.00	10.00	34.35	2,338.15
9	2,286.00	81.90	45.00	5.00	162.00	10.00	34.35	2,624.25
10	2,540.00	91.00	50.00	5.00	180.00	10.00	34.35	2,910.35
11	2,794.00	100.10	55.00	5.00	198.00	10.00	34.35	3,196.45
12	3,048.00	109.20	60.00	5.00	216.00	10.00	34.35	3,482.55
13	3,302.00	118.30	65.00	5.00	234.00	10.00	34.35	3,768.65
14	3,556.00	127.40	70.00	5.00	252.00	10.00	34.35	4,054.75
15	3,810.00	136.50	75.00	5.00	270.00	10.00	34.35	4,340.85
16	4,064.00	150.00	80.00	5.00	288.00	10.00	34.35	4,631.35
17	4,318.00	150.00	85.00	5.00	306.00	10.00	34.35	4,908.35
18	4,572.00	150.00	90.00	5.00	324.00	10.00	34.35	5,185.35

For each regular semester, a student may enroll for no more than 18 semester credit hours. Enrollment in more than 18 semester credit hours in a regular semester requires authorization by the appropriate Dean.

For each additional hour add \$277.00

Tuition and Fees – TSC Lower Division

Residency Classifications

Resident In-District Students are residents of the taxing district of Texas Southmost College, which includes Brownsville, South Padre Island, Port Isabel, Laguna Vista, Bayview, Los Fresnos, Olmito, Rancho Viejo, and routes 3, 5, 7, 8 and 9 in San Benito and pay in-district tuition rates.

Individuals who are domiciled in the United States and own property in the district subject to ad valorem taxation, and their dependents, are also charged the in-district rate.

Evidence of ownership of such property shall be a current certificate of payment provided by the Cameron County, Texas, Tax-Assessor Collector. It must be submitted with the application for admission and will be retained. This evidence must be resubmitted annually.

Dependents of property owners must submit a copy of the prior year's income tax form listing the student as a dependent.

An international student, for example a student on a F-1 or J-1 visa, who is not permitted to establish domicile in the U.S. does not qualify for the in-district tuition rate. This provision only extends to students who enroll in lower division courses and does not extend to upper division or graduate level courses. For more information, contact the Enrollment Office.

Resident Out-Of-District Students are residents who do not reside in the taxing district described above.

Nonresidents are citizens or permanent residents of the United States not eligible to be classified as residents.

Foreign students are aliens who are not permanent residents of the U.S. or who have not been permitted by Congress to adopt the United States as domicile while in this country. An individual classified as a nonresident or foreign student may qualify, under exceptions specified in the statutes and rules, for resident tuition rates and other charges while continuing to be classified as a nonresident or foreign student.

Students entering for the first time, or students reentering after an absence of more than one semester, should carefully read the rules governing residence to be prepared to pay the required tuition fee. Information and advice regarding residency status is available from the Enrollment Office. (Tuition and fees are subject to change as laws and conditions may necessitate.)

Tuition Waivers Based on Residency

Lower Division – For Non-Residents

The same rate of tuition and fees charged residents of the Texas Southmost College district for lower-division courses shall be charged to people, and their dependents, who are permitted by Congress to domicile in the U.S. and who own property which is subject to ad valorem taxation by the college district. Aliens not domiciled in the U.S. are not eligible for this waiver. Interested students should contact the Enrollment Office, Tandy Hall #105, or call 544-8254.

Lower Division – For Residents of Mexico

State law allows students who are citizens of Mexico and who document financial need to pay the same tuition as residents of the State of Texas when enrolling. To be eligible for this waiver, such students must also complete all admission and registration requirements. Financial aid application deadlines

for the Mexican National Tuition Waiver are July 1 for Fall semesters, November 1 for Spring semesters, and April 1 for Summer sessions. Interested students should visit the Financial Aid Office, Tandy Hall #206, or call 544-8277.

Note: Students qualifying for tuition waivers continue to be classified as nonresident or foreign for residency purposes.

Tuition and Required Fees

Required Lower Division registration fees for each semester include the following:

- Tuition/TSC In-District Students: \$22.00 per semester credit hour, with a minimum charge of \$75.00.
- Tuition/TSC Out-of-District Students: \$42.00 per semester credit hour, with a minimum charge of \$120.00.
- Tuition/Non-Resident Students: \$254.00 tuition per semester credit hour.
- Student Services Fee: \$9.10 per semester hour to a maximum of \$150.00.
- Automated Services Fee: \$10.00 per semester.
- Computer Use Fee: \$5.00 per semester credit hour.
- General Use Fee: \$18.00 per semester credit hour.
- Records Fee: \$5.00 per semester.
- Student Union Fees: \$34.35 per semester.

Other Fees

Add/Drop Fee \$5.00

This fee, charged per course per semester, is assessed to defray the costs of adding and dropping courses during add/drop periods.

Alternative TASP Remediation Fee \$75.00

Students are assessed this fee to defray costs associated with remediating students who fail the TASP exam in particular areas but do not need course-based remediation.

Auditing Fee \$50.00

If auditing a course is permitted by the instructor, this nonrefundable fee will be charged per class audited.

Distance Learning Fee

Web-based/interactive video fee for LTB/TSC based course
. \$10.00 per semester credit hour

Web-based/interactive video fee for UT-Telecampus based course
. \$25.00 per semester credit hour

This non-refundable fee is charged to defray costs associated with distance learning infrastructure (hardware, software, network, and human services), costs of course content maintenance and courseware development.

Emergency Loan Late Payment Fee

. \$15.00 within each 30 days payment is late

Freshman Orientation Fee (first time freshman) . . \$10.00

Foreign Insurance Fee per semester \$175.00

(Fee subject to change without notice)

Graduation Fee: \$25.00

This nonrefundable fee is charged for undergraduate and graduate degrees to defray costs for processing applications for commencement, music, graduation speaker, postage, diplomas, and other expenses associated with graduation. All students participating in the commencement ceremony are required to purchase the proper graduation regalia from the Office of Enrollment. No students will be permitted to participate without the proper regalia. Students wishing to transfer their application for graduation to another period will be required to pay an additional fee of \$5.00.

Laboratory Fee

See Laboratory Fees for more information.

Late Payment Charges \$5.00

See Payment by Installment for more information

Late Registration Fee. \$5.00

Library Fees

Overdue items - Fees vary according to time the item is overdue.

Lost items - Fees vary according to original or replacement costs of item plus a \$10.00 service fee.

Damaged items - Fees vary according to the extent of the damaged and cost of repair or replacement.

Replacement of Student I.D. card \$5.00 per card.

Off Campus Fee, per course. \$15.00

Reinstatement Charge \$25.00

See Payment by Installment for more information

Returned Check Charge \$25.00

This nonrefundable charge will be assessed to students for each returned check. (See Financial Responsibility.) The institution may refuse to accept checks from students who have previously had a check returned for insufficient funds, account closed, irregular signature, stopped payment, etc.

Student Liability Insurance Fee per Academic year..\$18.13

Fee subject to change without notice

Tuition Installment Incidental Charge \$7.50

See Payment by Installment for more information.

Testing Fees (are subject to change without notice)

GRE \$ 96.00

GMAT \$150.00

TOEFL \$100.00

Vehicle Registration and Operation Permit: \$20.00

Students, whether full-time or part-time, who will operate a motor vehicle in the campus area must register the vehicle with the Campus Police Office. This fee is non-refundable after the first class day. A permit to be placed on the vehicle indicating the permit number will be provided. Fees will be assessed as follows:

Parking Classifications:

Faculty, Staff, Students (annual fee) \$60.00

Disabled students No charge*

Replacement Permit Fee: 1.00

Enforcement Fees:

General Parking Violations* 10.00

No Permit* 25.00

Firelane, Disabled, Grass Area, etc.* 35.00

Immobilizer Charge* 10.00

Late Payment Charge (60 days)* 25.00

* No parking permit fees are charged for permanently disabled persons or disabled veterans as defined by Articles 6675a-3e and 6675a-3e.1 of Vernon's Texas Civil Statutes.

Vocational Nursing Graduation Certificate Fee: ... \$8.00

Laboratory Fees & Course Fees

AVE 0840 Elem Typing \$8.00

Art [ARTS] (all except 1301, 1303, 1304)\$ \$20.00

Biological & Physical Sciences Lab (Biology, Chemistry,

Geology, Physics) \$8.00

Child Care and Development [TCCD] 1231, 1241, 1331, 1401, 1406, 1411, 1421, 2351, 2366, 2451. \$ 8.00

Communication [COMM] 2303, 2324, 2325, 2373 \$ 8.00

Computer Information Systems [TCIS] Lab Courses \$ 8.00

Computer Science [COSC] 1310, 1317, 1318, 1417, .. 1432, 2312, 2314, 2318, 2420, 2425 \$ 8.00

Dance [DANC] \$ 8.00

Drama [DRAM] 1351 \$ 8.00

Drafting [TDRA] \$ 8.00

Electronics [TELC] \$ 8.00

Engineering [ENGR] 1304, 1407 \$ 8.00

ELEC 1302 Electronic Material and Process. ... \$ 8.00

ELEC 1421 Circuit Analysis \$ 8.00

ELET 1410,2310,2330 Electronics \$ 20.00

ELET 2140 Electronics. \$ 15.00

ENGT 1101,1201 Engineering Tech \$ 25.00

ENGT 2201 Engineering Tech \$ 30.00

ENGT 2401 Engineering Tech \$ 15.00

Kinesiology [KINE] Activity courses \$ 8.00

MATH 0100,0320,0321,0322 \$ 30.00

Medical Lab. Tech. [TMLT] (Except 1290, 2290, 2293, 2296) \$ 8.00

MEET 1301 Comp for Tech \$ 8.00

MEET 2140 Mechanical Engineering \$ 20.00

MFET 2321 Mfg Processes I. \$ 8.00

MFET 2140 Manufacturing \$ 15.00

MFET 2420 Manufacturing \$ 20.00

MUAP \$ 35.00

MUAP 2305,2306,2309,2310 \$ 65.00

Music [MUSI] \$ 8.00

Nursing [NURS] \$ 8.00

Office Administration (OFAD) 1314, 2304, 2305 ... \$ 8.00

Radiologic Technology [TRAD] 1405, 1415, 1425. \$ 8.00

READ 0100,0300,0320,0321,0322 \$ 30.00

Respiratory Therapy [TRES] 1290, 1505, 1515, 2305, 2315 \$ 8.00

Secretarial Science (TSEC) 1301, 1305, 1310, 1312, .. 1320, 1325, 1330, 1370, 2301, 2320, 2325, 2335, .. 2340, 2345, 2401, 2405. \$ 8.00

TABR Auto Body Repair 1101 \$ 5.00

TABR Auto Body Repair 1402, 1404, 1405, 1406, 1407, 1408,1409 \$ 30.00

TABR Auto Body Repair 1403	\$ 20.00
TACC Accounting Application 2405, 2410 ...	\$ 8.00
TACC Accounting Co-Op 2415, 2420	\$ 8.00
TACR Air Condition/Refrig. 1401,1402,1403,1404, ... 1405,1406,1408, 2309,2310,2311	\$ 30.00
TACR Air Condition/Refrig. 1407	\$ 5.00
TAMC Auto Mechanics 1101,1402,1403,1404 ..	\$ 5.00
TAMC Auto Mechanics 1405	\$ 20.00
TAMC Auto Mechanics 1406	\$ 10.00
TAMC Auto Mechanics 1407,1408	\$ 30.00
TAMC Auto Mechanics 1409	\$ 15.00
TBTS Building Trades 1101,1402,1406	\$ 5.00
TBTS Building Trades 1404,1405,1408	\$ 15.00
TBTS Building Trades 1403,1407	\$ 10.00
TBTS Building Trades 1409	\$ 20.00
TDMC Diesel Mechanics 1101,1407	\$ 15.00
TDMC Diesel Mechanics 1402,1404,1406,1408, 1409	\$ 5.00
TDMC Diesel Mechanics 1403,1405	\$ 30.00
TDRA Drafting Technology 1401,1425,2445 ..	\$ 20.00
TDRA Drafting Technology 1405,1410,1420, 2450	\$ 12.00
TDRA Drafting Technology 2430,2435,2440,2465,2470	\$ 15.00
TDRA Drafting Technology 2455,2460	\$ 25.00
TELC Technical Electronics 1410,1447,2357,2430,2425	\$ 30.00
TELC Technical Electronics 1446,2470	\$ 25.00
TELC Technical Electronics 1440	\$ 22.00
TELC Technical Electronics 1435,2465	\$ 18.00
TELC Technical Electronics 1445	\$ 24.00
TELC Technical Electronics 2460	\$ 15.00
TELC Technical Electronics 2466	\$ 28.00
TEMT Paramedic 1705,1715, 2205,2 290, 2315, 2505, 2515, 2525	\$ 8.00
THRM Hospitality Cooperative Educ 2401, 2405	\$ 8.00
TINT International Business 2415, 2420	\$ 8.00
TLAW Legal Assisting	\$ 8.00
TMSO Machine Shop 1101,1402	\$ 5.00
TMSO Machine Shop 1403	\$ 25.00
TMSO Machine Shop 1404	\$ 15.00
TMSO Machine Shop 1405	\$ 20.00
TMSO Machine Shop 1406, 1407, 1408, 1409	\$ 30.00

Tuition and Fees Tables

Each Fall, Spring or Summer Session

Resident In-District

Semester Credit Hours	Tuition \$22.00/hr, min \$73	Student Serv. Fee \$9.10, max \$150	Computer Fee \$5.00/hr	Records Fee \$5.00	Designated Tuition Fee \$18.00/hr	Automated Fee \$10.00	Student Union Fee \$34.35	Total
1	\$ 75.00	\$ 9.10	\$ 5.00	\$ 5.00	\$ 18.00	\$ 10.00	\$ 34.35	\$ 156.45
2	75.00	18.20	10.00	5.00	36.00	10.00	34.35	188.55
3	75.00	27.30	15.00	5.00	54.00	10.00	34.35	220.65
4	88.00	36.40	20.00	5.00	72.00	10.00	34.35	265.75
5	110.00	45.50	25.00	5.00	90.00	10.00	34.35	319.85
6	132.00	54.60	30.00	5.00	108.00	10.00	34.35	373.95
7	154.00	63.70	35.00	5.00	126.00	10.00	34.35	428.05
8	176.00	72.80	40.00	5.00	144.00	10.00	34.35	482.15
9	198.00	81.90	45.00	5.00	162.00	10.00	34.35	536.25
10	220.00	91.00	50.00	5.00	180.00	10.00	34.35	590.35
11	242.00	100.10	55.00	5.00	198.00	10.00	34.35	644.45
12	264.00	109.20	60.00	5.00	216.00	10.00	34.35	698.55
13	286.00	118.30	65.00	5.00	234.00	10.00	34.35	752.65
14	308.00	127.40	70.00	5.00	252.00	10.00	34.35	806.75
15	330.00	136.50	75.00	5.00	270.00	10.00	34.35	860.85
16	352.00	150.00	80.00	5.00	288.00	10.00	34.35	919.35
17	374.00	150.00	85.00	5.00	306.00	10.00	34.35	964.35
18	396.00	150.00	90.00	5.00	324.00	10.00	34.35	1,009.35

For each regular semester, a student may enroll for no more than 18 semester credit hours. Enrollment in more than 18 semester credit hours in a regular semester requires authorization by the appropriate Dean. For each summer term, a student may enroll for no more than 6 semester credit hours. Enrollment in more than 6 semester credit hours in a single summer session requires authorization by the appropriate Dean.

For each additional hour add..... \$ 45.00

Resident Out-of-District

Semester Credit Hours	Tuition \$42.00/hr, min \$73	Student Serv. Fee \$9.10, max \$150	Computer Fee \$5.00/hr	Records Fee \$5.00	Designated Tuition Fee \$18.00/hr	Automated Fee \$10.00	Student Union Fee \$34.35	Total
1	\$ 120.00	\$ 9.10	\$ 5.00	\$ 5.00	\$ 18.00	\$ 10.00	\$ 34.35	\$ 201.45
2	120.00	18.20	10.00	5.00	36.00	10.00	34.35	233.55
3	126.00	27.30	15.00	5.00	54.00	10.00	34.35	271.65
4	168.00	36.40	20.00	5.00	72.00	10.00	34.35	345.75
5	210.00	45.50	25.00	5.00	90.00	10.00	34.35	419.85
6	252.00	54.60	30.00	5.00	108.00	10.00	34.35	493.95
7	294.00	63.70	35.00	5.00	126.00	10.00	34.35	568.05
8	336.00	72.80	40.00	5.00	144.00	10.00	34.35	642.15
9	378.00	81.90	45.00	5.00	162.00	10.00	34.35	716.25
10	420.00	91.00	50.00	5.00	180.00	10.00	34.35	790.35
11	462.00	100.10	55.00	5.00	198.00	10.00	34.35	864.45
12	504.00	109.20	60.00	5.00	216.00	10.00	34.35	938.55
13	546.00	118.30	65.00	5.00	234.00	10.00	34.35	1,012.65
14	588.00	127.40	70.00	5.00	252.00	10.00	34.35	1,086.75
15	630.00	136.50	75.00	5.00	270.00	10.00	34.35	1,160.85
16	672.00	150.00	80.00	5.00	288.00	10.00	34.35	1,239.35
17	714.00	150.00	85.00	5.00	306.00	10.00	34.35	1,304.35
18	756.00	150.00	90.00	5.00	324.00	10.00	34.35	1,369.35

For each regular semester, a student may enroll for no more than 18 semester credit hours. Enrollment in more than 18 semester credit hours in a regular semester requires authorization by the appropriate Dean. For each summer term, a student may enroll for no more than 6 semester credit hours. Enrollment in more than 6 semester credit hours in a single summer session requires authorization by the appropriate Dean.

For each additional hour add..... \$ 65.00

Non-Resident (Foreign or Out-of-State)

Semester Credit Hours	Tuition \$254.00/hr, min \$75	Student Serv. Fee \$9.10, max \$130	Compass Fee \$5.00/hr	Records Fee \$5.00	Designated Tuition Fee \$18.00/hr	Assessment Fee \$10.00	Student Union Fee \$34.35	Total
1	\$ 254.00	\$ 9.10	\$ 5.00	\$ 5.00	\$ 18.00	\$ 10.00	\$ 34.35	\$ 335.45
2	508.00	18.20	10.00	5.00	36.00	10.00	34.35	621.55
3	762.00	27.30	15.00	5.00	54.00	10.00	34.35	907.65
4	1,016.00	36.40	20.00	5.00	72.00	10.00	34.35	1,193.75
5	1,270.00	45.50	25.00	5.00	90.00	10.00	34.35	1,479.85
6	1,524.00	54.60	30.00	5.00	108.00	10.00	34.35	1,765.95
7	1,778.00	63.70	35.00	5.00	126.00	10.00	34.35	2,052.05
8	2,032.00	72.80	40.00	5.00	144.00	10.00	34.35	2,338.15
9	2,286.00	81.90	45.00	5.00	162.00	10.00	34.35	2,624.25
10	2,540.00	91.00	50.00	5.00	180.00	10.00	34.35	2,910.35
11	2,794.00	100.10	55.00	5.00	198.00	10.00	34.35	3,196.45
12	3,048.00	109.20	60.00	5.00	216.00	10.00	34.35	3,482.55
13	3,302.00	118.30	65.00	5.00	234.00	10.00	34.35	3,768.65
14	3,556.00	127.40	70.00	5.00	252.00	10.00	34.35	4,054.75
15	3,810.00	136.50	75.00	5.00	270.00	10.00	34.35	4,340.85
16	4,064.00	150.00	80.00	5.00	288.00	10.00	34.35	4,631.35
17	4,318.00	150.00	85.00	5.00	306.00	10.00	34.35	4,908.35
18	4,572.00	150.00	90.00	5.00	324.00	10.00	34.35	5,185.35

For each regular semester, a student may enroll for no more than 18 semester credit hours. Enrollment in more than 18 semester credit hours in a regular semester requires authorization by the appropriate Dean. For each summer term, a student may enroll for no more than 6 semester credit hours. Enrollment in more than 6 semester credit hours in a single summer session requires authorization by the appropriate Dean.

For each additional hour add.....\$ 277.00

Refund Policy

Note: Refund policies are state mandated and strictly enforced.

TSC Lower, UTB Upper, University Plan and Graduate Courses:

Complete Withdraw or Disenrollment

Students who completely withdraw or disenroll from all courses shall have their tuition and fees (except non-refundable fees) refunded according to the following schedule (not to include weekends nor holidays):

Time Period	Refund Percentage
Fall and Spring semesters	
Prior to the first class day of the semester	100%
During the (first) five class days of the semester	80%
During the (second) five class days of the semester	70%
During the (third) five class days of the semester	50%
During the (fourth) five class days of the semester	25%
After the 21st class day of the semester	0%
Any Summer Session	
Prior to the first class day of the semester	100%
During the first, second or third class day of the semester	80%
During the fourth, fifth or sixth class day of the semester	50%
After the sixth class day of the semester	0%

Dropping a Course/s

TSC Lower, UTB Upper, University Plan and Graduate Courses

Students who reduce their semester credit hour loads by officially dropping a course or courses and remain enrolled at the institution will have tuition and fees refunded according to the following schedule (not to include weekends or holidays):

During the first 12 class days of the semester 100%
After the 13th class day of the semester 0%

Refunds for Mini-Courses or Flex Entry Courses

Students who are enrolled for mini or flex entry courses and officially withdraw or drop will have their tuition and specified mandatory fees refunded according to the start date and length of the course/s. Due to the variety of lengths mini or flex entry courses offered at UTB/TSC, the Business Office must be consulted for the refund schedule.

Title IV Program Refunds

As an institution participating in programs under Title IV of the Higher Education Act of 1965 as amended ("Act"), UTB and TSC are required to refund unearned tuition, fees, room and board and other charges to certain students attending the institution for the first time who have received a grant, a loan, or work assistance under Title IV of the Act or whose parents have received a loan on their behalf under 20 U.S.C. §1087-2.

A refund is required if the student does not register for, withdraws from, or otherwise fails to complete the period of enrollment for which the financial assistance was intended.

No refund is required if the student withdraws after a point in time that is 60 percent of the period of enrollment for which the charges were assessed. A student who withdraws prior to that time is entitled to a refund of tuition, fees, room and board, and other charges that is the larger of the amount provided for in the Texas Education Code, §54.006, or a pro-rate refund calculated pursuant to §484B of the Act, reduced by the amount of any unpaid charges and a reasonable administrative fee not to exceed the lesser of five percent of the tuition, fees, room and board, and other charges that were addressed for the enrollment period, or \$100. If the student charges were paid by Title IV funds, a portion or all of the refund will be returned to these programs.

Students who receive funds through the Title IV program (Pell Grants, Supplemental Educational Opportunity Grants, National Direct Student Loans) or state grants and scholarships or institutional grants and scholarships will not receive a refund until the aforementioned programs, or any combination thereof, have been totally reimbursed. Note: This refund policy is subject to change without notice.

Academic Services

Academic Advising Center

The Academic Advising Center at Tandy Hall #214 provides academic advising to students and assists them in making decisions about their educational and career goals. In partnership, faculty and staff in the Academic Advising Center and throughout the various university/college departments are available to assist students who have chosen a program of study Certificate Program, Associate Degree Program, or Bachelor's Degree Program. Students who are undecided about their majors will be assisted by the faculty and staff in the Academic Advising Center.

Academic advising is an ongoing planning process for students. Beginning when a student is an incoming freshman, academic advising allows a student, along with faculty and staff advisors, to explore and develop a student's career interests and program of study. Through the academic advising relationship established between the student and the advisor, the student has the opportunity to:

- learn about academic policies and procedures, such as
 - assessment and placement,
 - development course sequence,

- TASP,
- advising contacts with faculty and staff advisors, and
- graduation requirements
- clarify career interests, goals and opportunities;
- learn about educational opportunities and degree requirements, such as
 - Certificate Programs (1 year),
 - Associate Degree Programs (2 years),
 - Bachelor's Degree Programs (4 years),
 - Major and Minor options,
 - Teaching Certification Requirements,
 - Professional School Requirements (Pre-Law, Pre-Med, etc.),
 - Transfer Requirements,
 - Graduate School Requirements, and
- increase her/his involvement, persistence, and retention toward the successful completion of an academic program of study.

Students are responsible for:

- seeking appropriate academic advising,
- becoming familiar with program of study requirements, and
- enrolling in appropriate classes that will ensure timely and successful progress toward completion of her/his program of study.

By seeking academic advising more frequently with academic advisors, students receive current academic guidance that ensures a smooth and timely completion of academic goals.

Student Services

*Office hours for Support Services Offices are
7:30 a.m. to 5:00 p.m. Monday through Thursday,
7:30 a.m. to 1:30 p.m. Friday, unless otherwise noted*

Counseling Center

Tandy Hall #205 • 544-8292

Extended office hours to 7:00 p.m. Monday through Thursday

The Counseling Center provides a variety of services to all students pursuing academic or vocational/technical programs of study. The Center offers both group and individualized programs to help students deal with academic, career, and personal concerns.

Personal Skills Development

- University Adjustment/Success
- Stress Management
- Mentoring Program
- Personal Counseling
- Individual and Group Counseling
- Referral Community Resources
- Workshops/seminars
- Educational and Enrichment Resource Library

Disability Services

- Notetaking
- Taped Textbooks
- Testing Assistance
- Adaptive Technology Training
- Individual Counseling
- Registration Assistance
- Sign Language Interpreting
- Disability Awareness Club

Equity Services

- Individual Counseling
- Transportation Services
- Child Care Services

Student Support Services (ASPIRE)

- Personal Counseling
- Study Skills
- Tutoring
- Career Exploration

New Student Relations

- New Student Orientation
- Tours
- Recruitment
- Community/School Liaison

International Students

- Immigration Information
- Campus Support Services
- Cultural Enrichment Activities
- Community Resources
- Scholarships and Financial Aid
- Workshops

Students are required to set up an appointment to obtain an official degree plan. Occupational-technical degree plans are issued at the appropriate department.

Athletics

Gymnasium, 1st floor • 548-6555

The Department of Intercollegiate Athletics provides student-athletes with the opportunity to become part of intercollegiate athletics at the junior college level. UTB/TSC is a member of the National Junior College Athletic Association (NJCAA) and the Texas Junior College Athletic Conference (TJCAC), competing in men's baseball and women's volleyball. UTB/TSC has loans, grants, and scholarships consisting of tuition and fees, books, meals, and housing stipends available to its student-athletes. Students are given the opportunity to attend tryouts for teams.

Club sports are also a part of the athletic program. Sports offered include men's soccer and men's volleyball. Club sports are implemented based upon the needs and requests of students.

Career Services & Placement

Tandy Hall #205 • 544-8866

The Career Services and Placement Office provides students assistance in choosing a major, planning a career, and meeting their college expenses and/or gaining work experience in their chosen field. Students are assisted with career decision-making and planning, career resource utilization and exploration, as well as evaluation of interests and preferences in occupations.

The Career Services and Placement Office also helps students to develop job-hunting skills by providing workshops and individual consultation on job search strategies. The office provides students with information about writing resumés, cover letters, and developing networking skills.

Conflict Resolution Center

Tandy Hall #205H • 983-7235

The Conflict Resolution Center offers students free and confidential services that may help them solve their interpersonal conflicts in an objective and impartial environment. Through mediation, a process which promotes communication, the involved parties can explore alternatives for reaching a mutual agreement. For more information or an appointment, contact the Conflict Resolution Center in Tandy 205H at 983-7235, or send e-mail to resolve@utb1.utb.edu.

Financial Aid

Tandy Hall #204 • 544-8277

The Financial Aid program provides financial assistance to eligible students who, without such aid, would be unable to attend college. Financial aid for eligible students is available in the form of grants, loans, college work-study, veterans' benefits, and scholarships.

Students are recommended, and in some cases required, to complete the Free Application for Federal Student Aid (FAFSA) if they wish to be considered for some of the scholarships offered at UTB/TSC. All students are strongly encouraged to complete the federal financial aid application process and to check with the Financial Aid Office periodically regarding the availability of on- and off-campus scholarships.

Students subject to selective service registration are required to file a statement that he has registered or is exempt from selective service registration in order to be eligible to receive financial assistance funded by State revenue.

Application Awards: The free application for Federal Student Assistance is used to consider students for all financial assistance. Eligible students will be offered grants and College Work Study. If an award is not sufficient to cover the student's educational expenses, a loan will be considered. Students must make arrangements to get loan counseling at the Financial Aid Office before a loan will be processed.

Distribution of Funds: Typically eligible students will receive enough money to pay tuition and fees. The balance of the award for that period is disbursed soon after the first official class day of each semester.

Competitive Scholarships: Academic scholarships shall be awarded on a competitive basis based on demonstrated academic achievement, or potential, as evidenced by scores on standardized tests, earned grade point average or other relevant academic criteria. Scholarships are awarded to promote academic excellence.

Freshman Orientation

Tandy Hall #105 • 544-8860

Extended office hours to 7:00 p.m. Monday through Thursday

The Office of New Student Relations offers an Orientation program designed to introduce new students to the services offered. This mandatory session of Freshman Orientation helps make the transition from high school to college easier and assists students with the academic, social and personal adjustments that are common with first-time students. The half-day event gives freshman access to clubs and organizations, college professors, special programs, learning assistance, student employment, counseling and course advisement, career exploration, campus tours and registration.

Learning Assistance Center

North Hall #122 • 544-8208

Extended office hours to 7:00 p.m. Monday through Thursday

The Learning Assistance Center serves as an academic resource for students, staff, and faculty. In a proactive manner, it responds to the needs of the population it serves and is committed to helping the general student population succeed in a college environment. Learning specialists and peer tutors assist students in many areas of study with emphasis on reading, writing, mathematics, language acquisition and study skills. The following is a brief outline of support services provided by the Learning Assistance Center.

Classroom Presentations

Computer Assisted Instruction

- Basic Skills (Reading, Writing & Mathematics)
- Mathematics Tutorials
- Spanish Tutorials
- Phlebotomy Tutorials
- GRE Preparation
- Psychsims
- EGAN

Conversational English

Independent Activities

- Reading Programs
- Audio Tapes
- Video Tapes
- Word Processing

Supplemental Instruction

Tutoring (by appointment or walk-in basis)

- Mathematics
- Physics
- Reading
- Statistics
- Writing
- Biology
- History
- Anatomy & Physiology
- Government
- Chemistry
- Geography

Workshops

- TASP
- Mathematics, Reading, Writing
- Studying for As
- Mathematics, Reading, Writing, Brain Research and Learning, Study Skills, Stress Related
- Nursing
- Mathematics, Study Skills

Library

Library • 544-8221

Hours: 7:30 a.m. to 10:00 p.m. Monday through Thursday

7:30 a.m. to 5:00 p.m. Friday

9:00 a.m. to 5:00 p.m. Saturday

12 noon-10:00 p.m. Sunday

Hours subject to change during holidays and other special days

The Arnulfo L. Oliveira Memorial Library provides information and access to materials needed to fulfill the teaching, scholarship, and service goals of the university. The library houses more than 130,000 titles and has a substantial collection of newspaper and periodical titles in print, on microfiche and microfilm and via online services.

The library has a Circulation Department, a Reference Department with a computer lab, a Technical Service Department, an Interlibrary Loan Department, The Hunter Room for archival and genealogical research, study rooms, study areas and carrels, and copying machines to accommodate graduate students. The library is also a depository for state and NASA publications.

The library offers outstanding computerized searching in all subject fields through more than fifty subscription databases, selected internet sites, newspapers and journals. The Reference Department also provides individual and group tours and demonstrations of library resources in English or Spanish. Through a cooperative computer arrangement, students, faculty and staff also have access to libraries at other institutions.

University Outreach Center

Tandy Hall #262 • 544-8243

The University Outreach Center houses several outreach programs funded and supported by UTB and TSC, along with other affiliates.

The Center provides accessible, high quality, educational training and guidance to public school students and adults of the Lower Rio Grande Valley. It currently serves more than 1,200 participants in areas such as academics, tutorial, parental involvement, and economic self-sufficiency.

The Center advances economic and social development, enhances the quality of life, fosters respect for the community, provides for personal and career enrichment, and expands knowledge through academic and field trip experiences.

Through an integrated and comprehensive set of programs, individuals are identified and assisted in successfully completing high school and

college requirements in preparation for their careers.

These programs include:

- Camp 2004
- Careers in Science Program (CISP)
- Endowment Scholarship
- Hispanic Mother/Daughter Program
- South Texas Engineering, Mathematics and Science (STEMS)
- Project Mujer
- University Talent Search
- Upward Bound University

Camp 2004 Services

- Parental Workshops
- Job site visits
- Televised learning
- Faculty & NASA workshops
- Community speakers
- Career Exploration

Endowment Services

- Presentations to public and private schools within the Southmost Union Junior College District
- Encourage students to take academically challenging courses
- Provide financial support for college tuition for students who obtain A's and B's in grade-level or above college prep courses
- Provide a transitional incentive between the school district school and Texas Southmost College

Hispanic Mother/Daughter Program Services

- Positive self-image
- Career Awareness
- Assimilate university standards
- Assistance with applications for admissions, financial aid & testing
- Improvement of academic skills
- Parental Support

Project Mujer Services

- Academic classes in Mathematics, Reading, and Writing and Computer Lab
- Workshops in Family Literacy, Parenting, Career Counseling, Employment and Survival Skills
- Assistance with application for admissions, financial aid, and testing

STEMS Services (located at Eidman Hall)

- Awareness and career development in Science, Mathematics, Engineering and Medicine
- Improve study and test-taking skills
- Increase the level of preparation for SAT/ACT
- Improve critical and analytical thinking skills

Upward Bound Services

- Academic- and career-related support to complete high school and enter post-secondary programs
- Academic support/tutorials
- Summer academic bridge
- On campus social and cultural activities
- Parent support
- Assist participants to graduate from postsecondary institution with associate's or bachelor's degrees

Veterans' Benefits

Tandy Hall #206 • 544-8277

LITB and TSC are approved by the Texas Education Agency for VA educational benefits for veterans and their children and spouses.

Texas Veterans of World War I, World War II, the Korean War, or Vietnam who have no remaining Veterans Administration education benefits are exempted from payment of tuition and fees excluding general property

deposit and student services fees. To obtain the exemption of tuition under this act, an approved application must be on file with the Financial Aid Office six weeks prior to registration.

Also, the children of members of the armed forces who are or were killed in action, who die or died while in service, who are missing in action or whose death is documented to be directly caused by illness or injury connected with service in the armed forces of the U.S. are also entitled to an exemption.

Student veterans may receive assistance from the Financial Aid Office in applying for benefits. To expedite payments, veterans should contact the Enrollment Office at least 60 days prior to the first class day of each semester or term to complete all necessary paper work for that period of study.

Texas veterans who have no remaining VA Educational Benefits may be eligible for exemption of tuition and required fees.

Benefits for Children of Texas Veterans: Exemption from payment of certain fees also extends to children of members of the armed forces who were killed in action or died while in military service in World War II or the Korean Conflict. For procedures to follow under this provision, contact the Financial Aid Office.

Veterans Cost of Instruction Program: The VCIP provides the following services:

- Information and referrals
- Individualized V.A. tutoring
- Explanation of educational benefits
- Assistance with V.A. educational benefit applications
- Assistance in resolving problems with receipt of educational benefits or eligibility.

Satisfactory Standards to Receive Financial Aid and/or VA Training Benefits: Students must be making satisfactory progress in order to receive financial aid, including VA training benefits. Student records are reviewed each year to verify satisfactory progress to receive financial aid. Students receiving VA educational benefits must maintain the following cumulative Grade Point Averages to be making satisfactory progress:

Hours Attempted	Required Cumulative GPA
1-30 Hours	1.60
31-59 Hours	1.75
60+	2.00

Special Services

Disability Services

Tandy Hall #205 • 544-8292

Students with disabilities may request assistance through Disability Services, an office of the Counseling and Guidance Center.

Some of the services available include notetaking, taped textbooks, registration assistance, diagnostic testing, special test conditions and sign language interpreting. An Adaptive Technology and Testing Service is available for student use. All services are elective and must be requested by the students.

To request services, students must register with the Counselor/Coordinator of Disability Services. It is advisable to make this contact well before or immediately after the semester begins. Proof of disability is required. (Individual documentation requirements vary depending on the disability.) Students bear the responsibility of making their abilities and limitations known to the Coordinator. Together, the student and the Coordinator will decide on the appropriate academic adjustments and decide on a course of action for informing instructors, if necessary. Students must request services each semester, as needed.

Students who need help with registration or with adds/drops should contact the Coordinator for assistance. Permits for parking in spaces designated for the handicapped may be obtained at the Campus Police Department. Proof of disability is required.

TDD users who wish to contact the University by phone may call

through Relay Texas at 1-800-735-2989. Relay Texas, administered by the Public Utility Commission of Texas, provides interpreting service between people who can hear and those who are deaf, hard of hearing, deaf-blind, and speech disabled. This catalog is available in alternate formats upon request. For information, contact Disability Services.

Health Services

Cavalry Hall • 544-8951

For after-hour emergencies, call Campus Police at 544-8233

Student Health Services provides the following services:

Free Services

- Nurse Practitioner, Registered Nurse, and Medical Assistant
- Basic First Aid: Non-emergency and injury stabilization
- Immunizations: Td, MMR, Hep. B, TB test, flu shots
- Medical referrals
- Health screenings
- Health insurance applications
- Condom distribution
- HIV/AIDS testing and counseling (all testing and counseling is strictly confidential)

Fee for Services

Fees for these services are significantly lower than the fees charged in the medical community.

- Physical examinations/pap smear
- Family planning/birth control
- Diagnosis and treatment of minor illnesses and sexually transmitted diseases
- Pharmacy services
- Immunizations

Education and Health Programs

- Alcohol/drug abuse
- Human sexuality/reproductive health
- Safe Sex Counseling
- HIV/AIDS Education
- Family Crisis Intervention including abuse and sexual assault
- Nutrition/weight control

Basic laboratory testing is also available. Fees for services are significantly lower than the fees charged in the medical community.

Campus Life

Intramurals/Recreation

Kinesiology Department, Gymnasium • 544-8290

Extended office hours to 7:00 p.m. Monday through Thursday

A varied intramural program is provided to all students, faculty, and staff. Intramural tournaments are conducted in every individual, dual and team sport offered in the Kinesiology Department classes. There are no entry fees for participants and awards are given to first and second place winners. The intramural schedule is posted on signs around campus and listed in the calendar of events.

The Manuel Garza B. Gymnasium is open for student recreational use whenever there are no classes, intramurals, athletic department activities or special events scheduled in the facility. This includes the weight room, annex, and main gym floor. Recreation times vary, but generally are from 2:00 to 4:15 p.m. Monday through Thursday, from 7:45 a.m. to 2:45 p.m. Friday, and from 8:00 a.m. to 2:45 p.m. on Saturday during the Fall and Spring semesters.

Information on summer hours and additional recreational hours may be obtained by calling the Kinesiology Department.

Four tennis courts are available for recreational use whenever there are

no classes, intramurals, athletic department activities or special events on the courts. The tennis courts are generally available from 2:00 to 11:00 p.m. daily.

Student Activities Office

Student Center • 544-8264

Extended office hours to 7:00 p.m. Monday through Thursday

The Student Activities Office hosts various events throughout the year. These events include informative presentations on a variety of topics, a Drug Alert Program, festivals, and musical entertainers. The Calendar of Events and bulletin boards offer information on dates and locations.

Calendars and Student Guides are available at Arena Registration or in the Student Activities Office during the semester. The Calendar provides dates for upcoming student activities and important dates from other university offices.

Student Center Services

The Camille Lightner Student Center and Campus Dining Services are open for student use from 7:30 a.m. to 8:30 p.m. Monday through Thursday and from 7:30 a.m. to 1:30 p.m. on Friday during the Fall and Spring semesters.

The TV Room is open to students during the Fall and Spring semesters during regular office hours. Stations available include ABC, CBS, NBC, PBS, XHAB, and channels on the Expanded Basic Cable.

Student Organizations

The Student Activities Office seeks to provide a variety of activities that will enhance the social, cultural and educational development of the student. It is hoped that through these activities, the student may develop qualities in leadership, proper decision-making and self-direction.

The Student Activities Office is prepared to help all students become involved on campus. Each student is encouraged to become active in all campus activities and to become part of the active student body by participating in student organizations. The following list represents the registered student organizations on campus.

Departmental/Professional:

- Adult Education Club
- Advocates for Young Children
- Associate Degree Nursing Association (ADNA)
- Automotive/Diesel Mechanics Club
- Computer Club
- Criminal Justice Association
- Engineering Graphics Club
- English Advocates
- Kinesiology Club
- Licensed Vocational Nursing (LVN)
- Mathematics Club
- Music Club
- Student Council for Exceptional Children
- Student Film Club
- Students in Free Enterprise
- Young Masters Art Guild

Honorary:

- Alpha Chi
- Phi Theta Kappa

National Professional Societies:

- Alpha Kappa Psi – Professional Business Fraternity
- Kappa Delta Pi – International Education Honor Society

Religious:

- Baha'i Club
- Baptist Student Union

- Catholic Campus Ministry
- Lutheran Student Fellowship
- ReJoy'ce in Jesus CF
- Wesley Foundation

Special Interest:

- Border Cultures
- Club Cultural Latinoamericano
- Collegian Press Club
- Disability Awareness Club
- Gay/Lesbian Student Association
- Gorgas Science Society
- Republican Club
- Scorpio Yearbook
- Tizatán Mexican Folkloric Dance Company
- Weightlifting Club
- Young Democrats

Sports:

- Athletic Booster Club
- Men's Volleyball Club
- Soccer Club

For more information, contact the Student Activities Office at 544-8264.

Special Programs

Patron of the Arts

Patron of the Arts features live musical concerts, art and sculpture exhibitions, and literary events. Internationally renowned performers and artists as well as talented area performers and artists are featured. Faculty and students also perform. An annual family membership is also available. For more information, contact the Fine Arts Department at 544-8247.

Rancho Del Cielo Biology Station Program

Rancho del Cielo is located about 70 miles south of Ciudad Victoria in Tamaulipas, Mexico. Situated in the Sierra Madre at an elevation of 3,750 feet, this area has for decades attracted scientists from all over the world.

They have often described this area as "unique," a strong and accurate word. Rancho del Cielo is an enclave at the crossroads of many North and South American plant and animal species. The tropical and temperate mixture found there is believed to be a "relic" forest similar to those once covering North America 30-50 million years ago. It is an area of great diversity. Eight out of the 12 ecological zones of Mexico are represented within a radius of 12 kilometers.

Students are invited to participate in the program by joining Gorgas Science Society. The Society is open to any student, regardless of major field of study. Classes and opportunities in continuing education are offered at the station through the Biology Station Program, Honors Program, and Biology Department.

Special Populations

Through various state and federally funded programs, qualified vocational students may receive day care assistance, tutoring, special course work in basic skills, ESL classes and career development workshops. Students who may be eligible include economically or educationally disadvantaged minorities, single parents, displaced homemakers, displaced workers, handicapped students, limited English speakers and students seeking nontraditional career training.

For more information, visit with a vocational counselor at the Counseling Center.

Tech Prep

Tech Prep is an educational process that blends the best of academic and vocational education and produces workers that possess the skills needed for America to remain competitive in a global economy: workers who have both academic and technical "know-how" and are able to apply their academic skills in a high-tech environment. Tech Prep curriculum (developed collaboratively between public schools, colleges, and business and industry) teaches students to think and prepares them for a lifetime of learning.

UTB and TSC programs implementing Tech Prep curriculum include Drafting & Design Technology, and Electronics Technology. They play an active role in the leadership team for the Lower Rio Grande Valley Tech Prep/Associate Degree Consortium, which includes 23 school districts, six colleges and universities, and numerous business, governmental, professional, community, and labor organizations. The consortium is implementing curriculum in Engineering/Manufacturing Technologies, Allied Health/Nursing Technologies, and Business/Office Technologies. Tech Prep students earn 8-12 college credit hours for work done in high school at no charge to the students.

For information contact the office of the Dean of Occupational/Technical Programs at 544-8209.

"The Challenge for Excellence" TSC Endowment Scholarship Program

The TSC Endowment Scholarship is a program designed to establish scholarship funds for the students in the TSC district; this includes regionally accredited public and private schools in Brownsville, Los Fresnos, and Port Isabel. The "Challenge for Excellence" scholarship program encourages students to earn "Scholarship Dollars" by obtaining A's and B's in grade-level or above classes. These "Scholarship Dollars" are applicable toward tuition for lower division courses.

Students should contact their high school counselor for their endowment totals. When students graduate, high school counselors must send an Endowment Statement of Earnings with the school's official seal and signature to the Financial Aid Office.

Young Scholars Program

A three-week enrichment program for academically talented intermediate school students is conducted by faculty members each summer as part of the Honors Program.

Applications are available through middle school counselors in Brownsville, Los Fresnos, Port Isabel, and Harlingen. Students are selected on the basis of grade point averages, standardized test scores and letters of recommendation. For information, call 544-8865.